



TOWN OF HIGHLAND BEACH TOWN COMMISSION MEETING AGENDA

Tuesday, February 20, 2024 AT 1:30 PM

LIBRARY COMMUNITY ROOM, 3618 S. OCEAN BLVD.,
HIGHLAND BEACH, FL

Town Commission

Natasha Moore	Mayor
David Stern	Vice Mayor
Evalyn David	Commissioner
Donald Peters	Commissioner
Judith M. Goldberg	Commissioner
Marshall Labadie	Town Manager
Lanelda Gaskins	Town Clerk
Glen J. Torcivia	Town Attorney

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1. **CALL TO ORDER**
 2. **ROLL CALL**
 3. **PLEDGE OF ALLEGIANCE**
 4. **APPROVAL OF THE AGENDA**
 5. **PRESENTATIONS / PROCLAMATIONS**
 6. **PUBLIC COMMENTS ON NON-AGENDA ITEMS**

Public Comments will be limited to five (5) minutes per speaker.

7. **ORDINANCES** (Public Comments will be limited to three (3) minutes per speaker per item after Commission initial discussion.)

A. None.

8. **CONSENT AGENDA** (These are items that the Commission typically does not need to discuss individually, and which are voted on as a group.) Public Comments will be limited to three (3) minutes per speaker per item after Commission initial discussion.

A. Approval of Meeting Minutes

January 16, 2024 Town Commission Meeting Minutes

B. Approve and authorize the Town Staff to purchase Tools and Equipment for \$91,140.95 from NAFECO of Florida according to the Lake County Contract (Contract No. 22-730I) for the Fire Rescue Department.

9. UNFINISHED BUSINESS (Public Comments will be limited to three (3) minutes per speaker per item after Town Commission initial discussion.)

A. Fire Rescue Implementation Update

B. Florida Department of Transportation (FDOT) RRR Project Update

C. Building Department Recertification Program Update

D. Continued discussion of Milani Park.

E. 2023-2024 Strategic Priorities Plan Update and Review

10. NEW BUSINESS (Public Comments will be limited to three (3) minutes per speaker per item after Town Commission initial discussion.)

A. Application No. 23-2790 / Frank and Laura Troiano (Public Hearing)

Consideration of Application No. 23-2790 by Frank and Laura Troiano for a variance from Section 30-103(D) and Section 30-64 of the Town Code of Ordinances to create a lot with a minimum lot width of 68.06 feet in lieu of the required 80-foot minimum lot width for a single-family dwelling in the Residential Multiple Family Low Density (RML) Zoning District for the property located at 4611 South Ocean Boulevard (west side of State Road A1A).

B. Approve the recommendation of the Selection Committee and authorize Town Staff to initiate negotiations with the top five (5) ranked firms in accordance with RFQ No. 24-001 for Continuing Professional Consulting Services (CCNA).

C. Authorization to make a Best Interest Acquisition for Fire Station #116 Furnishings.

D. Review FY 2025 Budget Calendar

11. TOWN COMMISSION COMMENTS

Commissioner Judith M. Goldberg

Commissioner Donald Peters

Commissioner Evalyn David

Vice Mayor David Stern

Mayor Natasha Moore

12. TOWN ATTORNEY’S REPORT

13. TOWN MANAGER’S REPORT

14. ANNOUNCEMENTS

Board Vacancies

Board of Adjustments and Appeals Board

One (1) vacancy for an unexpired term ending September 21, 2024

Meetings and Events

March 05, 2024	1:30 PM	Town Commission Meeting
March 12, 2024	1:00 PM	Code Enforcement Regular Meeting
March 14, 2024	9:30 AM	Planning Board Regular Meeting

Board Action Report

None.

15. ADJOURNMENT

NOTE: Any person, firm or corporation decides to appeal any decision made by the Town Commission with respect to any matter considered at this meeting, such person will need to ensure that a verbatim record including testimony and evidence upon which the appeal is to be based. (State Law requires the above Notice. Any person desiring a verbatim transcript shall have the responsibility, at his/her own cost, to arrange for the transcript.) The Town neither provides nor prepares such record.

In accordance with the Americans with Disabilities Act, persons who need accommodation in order to attend or participate in this meeting should contact Town Hall 561-278-4548 within a reasonable time prior to this meeting in order to request such assistance.

File Attachments for Item:

A. Approval of Meeting Minutes

January 16, 2024 Town Commission Meeting Minutes



TOWN OF HIGHLAND BEACH TOWN COMMISSION MEETING MINUTES

LIBRARY COMMUNITY ROOM, 3618 S. OCEAN
BLVD., HIGHLAND BEACH, FL

Date: January 16, 2024
Time: 1:30 PM

1. CALL TO ORDER

Mayor Moore called the meeting to order at 1:30 P.M.

2. ROLL CALL

Commissioner Judith Goldberg
Commissioner Donald Peters
Commissioner Evalyn David
Vice Mayor David Stern
Mayor Natasha Moore
Town Manager Marshall Labadie
Town Attorney Glen Torcivia
Lanelda Gaskins, Town Clerk

3. PLEDGE OF ALLEGIANCE

The Town Commission led the Pledge of Allegiance to the United State of America.

4. APPROVAL OF THE AGENDA

MOTION: David/Stern - To approve the agenda as presented, which passed unanimously 5 to 0.

5. PRESENTATIONS / PROCLAMATIONS

None.

6. PUBLIC COMMENTS (NON-AGENDA ITEMS ONLY)

Mr. John Shoemaker provided comments about the Milani property.

Mr. Jack Halpern talked about the Committee to Save Highland Beach and the Milani property. He congratulated Mayor Moore, Vice Mayor Stern and Commissioner Goldberg on their unopposed candidacy.

7. ORDINANCES (Public Comments will be limited to three (3) minutes per speaker per item after Commission initial discussion.)

A. None.

8. UNFINISHED BUSINESS (Public Comments will be limited to three (3) minutes per speaker per item after Town Commission initial discussion.)

A. Fire Rescue Implementation Update

Fire Chief Glenn Joseph provided an update on the construction of the fire rescue building. The TCO could be at the end of February or early March. He also gave an update on the hiring process and onboarding of the fire rescue personnel as well as purchasing or ordering major equipment. Town Manager Labadie will circulate dates to the Town Commission for the grand opening of the Fire Rescue Building in April.

B. Florida Department of Transportation (FDOT) RRR Project Update

Town Manager Labadie mentioned that the Florida Department of Transportation will hold its construction meeting in the Library on March 7, 2024 to discuss the RRR project. There will be an in-person meeting from 6:00 p.m. to 7:00 p.m. and the virtual meeting from 5:00 p.m. to 6:00 p.m.

C. Building Department Recertification Program Update

Building Official Jeffrey Remas gave an update on the Recertification Program. Dalton Place, Highlands Tower, Trafalgar, and Highlands Place have completed the recertification milestone inspection. Additionally, 24 buildings have complied and submitted their information, three buildings are currently undergoing restoration, and five buildings have not complied. Town staff is working with those five buildings.

D. Continued discussion of Milani Park.

Town Manager Labadie spoke about the history of the Milani property and the Palm Beach County Board of County Commissioners. He mentioned that the Town Commission has not expressed any desire for a park on the Milani property. Hence the reason for developing a comprehensive strategy to pursue or convince Palm Beach County Board of Commissioners. The administrative approach and the community approach had to be separated. Therefore, Mr. Ron Reame and Ms. Eve Rosen are taking the lead as community champions and have agreed to contact the condominium groups.

Ms. Sharon Merchant, President, of Merchant Strategy Inc, the Town's consultant, lobbyist, and public outreach coordinator will assist the community group with messaging, being prepared for the February 1, 2024 public hearing with Palm Beach County.

Town Manager Labadie talked about the administrative process concerning the contractual side and making sure whatever Palm Beach County does, the Town will hold them accountable for every element of the contract, which is ongoing. He mentioned that on July 7, Verdenia Baker, Palm Beach County Administrator executed the two-year window for development, and once they start the project, they must undertake the 40 items written in the contract. In addition, Town Manager Labadie mentioned that he is working with other avenues, which is being discussed with Ms. Milani, her team, and the Town Commission.

Town Manager Labadie encouraged the residents to attend the February 1, 2024 public meeting with Palm Beach County District 4 Commissioner Marci Woodward, to express their concerns regarding the Milani Park property. The meeting will be recorded and available to the public. Also, there will be an overflow area in the library for the public.

Ms. Sharon Merchant, with Merchant Strategy, Inc. asked the Town Commission if they considered a resolution to Palm Beach County expressing the Town's position on the park. She spoke about ways to communicate through emails, use of social media, public comment cards for the February 1, 2024 public meeting, and a press release. Ms. Merchant also suggested a sticker ("No Park") for the residents to wear at the public meeting.

Mayor Moore opened the item for public comments.

Mr. John Shoemaker commented on this matter.

Mr. Jack Halpern spoke about this matter as well.

Mr. David Newman also commented on this matter.

Mayor Moore closed the public comments.

- 9. CONSENT AGENDA** (These are items that the Commission typically does not need to discuss individually, and which are voted on as a group.) Public Comments will be limited to three (3) minutes per speaker per item after Commission initial discussion.

A. Approval of Meeting Minutes

December 19, 2023 Town Commission Meeting Minutes

MOTION: David/Stern - Moved to approve the Consent Agenda as presented, which passed unanimously 5 to 0.

10. NEW BUSINESS (Public Comments will be limited to three (3) minutes per speaker per item after Town Commission initial discussion.)

A. Resolution No. 2024-001

A Resolution of the Town Commission of the Town of Highland Beach, Florida, authorizing the Mayor to execute Amendment Number Eight to the State of Florida Department of Transportation District Four Landscape Inclusive Memorandum of Agreement on behalf of the Town; providing for conflicts; and providing for an effective date.

Mayor Moore read the title of Resolution No. 2024-001.

Town Planner Ingrid Allen presented.

MOTION: David/Peters - Moved to approve Resolution No. 2024-001, which passed unanimously 5 to 0.

B. Consideration of Proposed Addendum No.1 to the Settlement Agreement between the Town of Highland Beach and Highland Beach Real Estate Holdings, Inc.

Mayor Moore read the title of Item 10.B.

Town Manager Labadie presented Proposed Addendum No. 1 to the settlement agreement with Highland Beach Real Estate Holdings, Inc., Ms. Milani's willingness to work with the Town, and the concerns with the zoning district. Town Commission discussions followed concerning this matter, the partnership with Ms. Milani and consideration of a proposed purchase of Milani Park should Palm Beach County does not develop the Milani Park. It was the consensus of the Town Commission for Town staff to prepare an item for a future agenda to discuss the feasibility of purchasing the property.

Town Attorney Torcivia spoke about the Town Commission slightly favoring the current concept.

Mayor Moore opened the item for public comments.

Mr. Ron Reame of Dalton Place provided comments regarding this matter.

Town Attorney Torcivia suggested that the Town Commission could schedule a special meeting on January 30, 2024 prior to Palm Beach County's February 1, 2024 public meeting.

Mr. David Newman commented on this matter.

Mayor Moore closed the public comments.

- C. Consideration to approve and authorize the Mayor to execute a Janitorial Maintenance Services Agreement with Imperial Cleaning Corporation in an amount of \$77,976.00 for janitorial maintenance services for Town-owned facilities.**

Mayor Moore read the title of Item 10.C.

Public Works Director Pat Roman presented the item.

MOTION: David/Stern - Moved to approve the contract for cleaning services with for \$77,976.00 with Imperial Cleaning Corporation. The motion passed unanimously 5 to 0.

11. TOWN COMMISSION COMMENTS

Commissioner Judith M. Goldberg was a very robust meeting and looks forward to further discussions concerning Milani Park.

Commissioner Donald Peters concurred with Commissioner Goldberg. He thanked Sharon Merchant and was against the Milani Park project.

Commissioner Evalyn David mentioned that we must do everything that we can so that the park does not get built in a way that displeases the residents.

Vice Mayor David Stern mentioned it would be a very power statement if the Town could get an agreement with Ms. Milani.

Mayor Natasha Moore agreed with the Vice Mayor. She asked about the Sea Turtle Lighting ordinance and the entry signage. Town Manager Labadie explained that the second read ordinance will be on the February 5 agenda. He also provided an update on the entry signate regarding the design, material, the solicitation of bids, and the permitting process. Lastly, she inquired about the annual update of the Strategic Priorities Plan and Town Manager Labadie explained that the plan was forthcoming.

12. TOWN ATTORNEY'S REPORT

Town Attorney Torcivia had nothing to report.

13. TOWN MANAGER'S REPORT

Town Manager Labadie attended the Palm Beach County Days event in Tallahassee last week and spoke about the event. He also talked about Milani property.

14. ANNOUNCEMENTS

Mayor Moore read the announcements as follows:

Board Vacancies

Board of Adjustment and Appeals Board One (1) vacancy for an unexpired term ending September 21, 2024

Meetings and Events

January 31, 2024 9:30 A.M. Board of Adjustment and Appeals Board
Regular Meeting

February 06, 2024 1:30 P.M. Town Commission Meeting

Board Action Report (Information Only)

None.

15. ADJOURNMENT

The meeting adjourned at 3:44 P.M.

APPROVED: February 20, 2024, Town Commission Meeting.

ATTEST:

Natasha Moore, Mayor

Transcribed by
Lanelda Gaskins

02/20/2024

Lanelda Gaskins, MMC
Town Clerk

Date

Disclaimer: Effective May 19, 2020, per Resolution No. 20-008, all meeting minutes are transcribed as a brief summary reflecting the events of this meeting. Verbatim audio/video recordings are permanent records and are available on the Town's Media Archives & Minutes webpage: <https://highlandbeach-fl.municodemeetings.com/>.

File Attachments for Item:

B. Approve and authorize the Town Staff to purchase Tools and Equipment for \$91,140.95 from NAFECO of Florida according to the Lake County Contract (Contract No. 22-7301) for the Fire Rescue Department.



TOWN OF HIGHLAND BEACH AGENDA MEMORANDUM

MEETING TYPE: Town Commission Meeting
MEETING DATE 02/20/2024
SUBMITTED BY: Fire Rescue Department- Chief Glenn Joseph
SUBJECT: Piggyback Procurement – Tools and Equipment for Fire Rescue Department

SUMMARY:

The Bureau of Fire Standards and Training, which operates as part of the Florida Division of State Fire Marshal Office, establishes the specifications and equipment requirements for fire apparatus and fire department certification in the State of Florida. The purpose of this agenda item is to authorize the Town of Highland Beach to purchase tools and equipment necessary to meet the State Fire Marshal's Office standards. The budget includes funds to acquire fire appliances and equipment like various sizes of fire hose, fire suppression nozzles, tools, and other related equipment.

NAFECO of Florida provided quotes to supply the fire equipment through the Lake County Contract.

Upon the Town Commission's approval, the Town Attorney will append a standard addendum to this item.

FISCAL IMPACT:

\$91,140.95 budgeted in account 001-522.000-564.000 (Machinery and Equipment)

ATTACHMENTS:

(4) Quotes for Tools and Equipment from NAFECO of Florida
Lake County Contract 22-730I.

RECOMMENDATION:

Approve and authorize the purchase of the Tools and Equipment for the Fire Rescue Department in accordance with Lake County Contract 22-730I.



NAFECO of Florida
 17639 East Colonial Drive
 Orlando, FL 32820
 (407) 815-5808

Quotation
 Q10824010474072

Date: 2024-01-04
Expires: 2024-02-03
FOB: Origin

Customer Number: HIG098
 Customer Information: TOWN OF HIGHLAND BEACH
 Address: 3614 S OCEAN BLVD
 HIGHLAND BEACH, FL 33487

Attention: Tom McCarthy
 Phone: 5612784548
 Email: tmccarthy@highlandbeach.us
 Prepared By: Joey Ottovegio

Qty	Item #	Description	Each	Total
1	01020007	Elkhart Swivel Bell Reducer 2.5"FNH x 1.5"MNH List Price \$298.00	\$186.25	\$186.25
1	01396001	F-327 Brass Double Female Adapter 1.5" X 1.5" List Price \$190.00 (Elkhart Brass)	\$119.50	\$119.50
1	01405001	F-327 Brass Double Female Adapter 2.5" x 2.5" List Price \$240.36 (Elkhart Brass)	\$150.75	\$150.75
1	01405001	F-327 Brass Double Female Adapter 2.5" X 2.5" List Price \$240.36 (Elkhart Brass)	\$150.75	\$150.75
1	04XD0033-1071695	Elkhart Mid-Low Range Chief XD75 psi, 125 gpm List Price \$1,259.00 (Elkhart Brass)	\$786.88	\$786.88
1	04XD0172*	Elkhart Chief XD Tip, Orange 175pgm, 50psi, 1.5", Spinning List Price \$844.00 (Elkhart Brass)	\$530.00	\$530.00
1	04XD0204	Elkhart Chief XD Nozzle, 2.5" 250 gpm 50 psi, Orange List Price \$1,405.00 (Elkhart Brass)	\$878.13	\$878.13
1	04XD025F-0101050B-12	Elkhart Chief XD 2.5", 210gpm,50psi, Black List Price \$1,043.00 (Elkhart Brass)	\$651.88	\$651.88
1	105A	Elkhart Brass High Rise Drain Elbow, 45 Deg, 2.5" F x 2.5" M List Price \$481.00 (Elkhart Brass)	\$300.63	\$300.63
1	10667001	M-327 Brass Double Male Adapter 2.5" x 2.5" List Price \$112.10 (Elkhart Brass)	\$70.10	\$70.10
1	10667001	M-327 Brass Double Male Adapter 2.5" x 2.5" List Price \$112.10 (Elkhart Brass)	\$70.10	\$70.10
1	10673001	M-327 Brass Double Male Adapter 1.5" X 1.5" List Price \$108.30 (Elkhart Brass)	\$67.75	\$67.75
			Subtotal	\$51,345.50
			Freight	\$1,000.00
			Total	\$52,345.50

Qty	Item #	Description	Each	Total
5	1187-3	Aervoe 36" H.D. Collapsible Safety Cone 3-Pack Kit List Price \$211.54 (Aervoe)	\$189.50	\$947.50
3	1262-25	Akron Clappered Valve Siamese 2.5" M x 2- 2.5" F List Price \$2,362.00 (Akron Brass)	\$1,650.00	\$4,950.00
1	1499-88	Akron Smooth Bore Nozzle 1.5", 7/8" orifice List Price \$212.00 (Akron Brass)	\$152.47	\$152.47
2	1583-50	Akron Suction Siamese 5" X (2)2.5"F List Price \$3,222.00 (Akron Brass)	\$2,250.00	\$4,500.00
2	1733	Akron Nozzle, 2.5", Turbojet Pistol Grip List Price \$1,494.00 (Akron Brass)	\$1,074.53	\$2,149.06
4	202444	CMC Ladder Belt Sz: Large - X-Large List Price \$249.00 (CMC Rescue)	\$219.12	\$876.48
1	228A	Elkhart High Rise Gauge, 2.5" F x 2.5" M, Elk-O-Lite List Price \$607.00 (Elkhart Brass)	\$383.75	\$383.75
1	240	Amerex Extinguisher, Water 2.5 Gallon Pressurized List Price \$285.82 (Amerex)	\$149.53	\$149.53
1	2420	Akron Tips, 2.5", Triple, Pyrolite List Price \$706.00 (Akron Brass)	\$507.77	\$507.77
1	285	Akron Gate Valve, 2.5" Cast List Price \$1378.00 (Akron Brass)	\$965.00	\$965.00
1	300-A-6-9	Duo-Safety Combination Step/ Extension Ladder, 6ft - 9ft List Price \$827.00 (Duo-Safety)	\$773.24	\$773.24
1	332	Amerex Extinguisher, CO2 20# List Price \$758.56 (Amerex)	\$362.25	\$362.25
4	44305S	Streamlight Vulcan 180 Light 12V DC, Yellow List Price \$369.56 (Streamlight)	\$196.27	\$785.08
2	44305S	Streamlight Vulcan 180 Light 12V DC, Yellow List Price \$369.56 (Streamlight)	\$196.27	\$392.54
4	45438	LITEBOX, JN 8WS OR AC/D List Price \$291.92 (Streamlight)	\$169.00	\$676.00
2	4824	Akron High Range Assault Noz Tip, Spin Teeth, 1.5" NH List Price \$1,034.00 (Akron Brass)	\$743.68	\$1,487.36
2	600	Team Hooligan Tool, 30", Standard Claw, Nickel List Price \$449.00 (Team Equip)	\$380.90	\$761.80
1	620112	RescueTECH Stokes Stretcher, Tapered End List Price \$420.00 (Nafeco.com)	\$393.75	\$393.75
2	69275	Nupla Drain Spade/Shrp Shooter Blade w/48" Butt Grip Handle List Price \$62.99 (Nafeco.com)	\$39.17	\$78.34
			Subtotal	\$51,345.50
			Freight	\$1,000.00
			Total	\$52,345.50

Qty	Item #	Description	Each	Total
1	715-002	PATHMASTER® Portable Smoke Curtain XL - 36" to 59" Width List Price \$1,186.00 (Tempest-Leader)	\$963.63	\$963.63
1	8296-PACKAGE	Elkhart RAM XD Monitor Pkg Monitor, Nozzle, Bracket List Price \$6,847.00 (Elkhart Brass)	\$4,091.70	\$4,091.70
1	8513-001103-01	Zoll AED 3 BLS Package List Price \$3,924.00 (Nafeco.com)	\$2,930.15	\$2,930.15
1	A411	Amerex 20# ABC Extinguisher, w/ Wall Bracket (10A:120B:C) List Price \$322.51 (Amerex)	\$150.41	\$150.41
1	AA3ST-NJ-1075388	TFT 5." STORZ x2.5" FEMALE ADAPTER List Price \$272.00 (Nafeco.com)	\$198.00	\$198.00
2	AC-1	Zico Wheel Chock, Medium Aluminum, 11.75" x6" x6.5" List Price \$168.55 (Ziamatic)	\$145.47	\$290.94
3	APH-6	Firehooks Pike Pole, 6' All Purpose Hook List Price \$127.40 (Fire Hooks Unlimited)	\$122.50	\$367.50
4	AV-093L-L	Safety Vest, ANSI Class 2 Mesh w/Zipper Front Lime Sz: L List Price \$11.00 (Alert Visions)	\$8.80	\$35.20
7	AV-56121F-M	5PT Breakaway HiViz Vest, ANSI L/Y Warp Knit, Red Edge, MED List Price \$19.00 (Alert Visions)	\$15.20	\$106.40
7	B100A	Elkhart Wye, Elk-O-Lite 2.5" FNST X (2) 1.5" MNST List Price \$554.00 (Elkhart Brass)	\$346.25	\$2,423.75
1	B402T	Amerex 5# ABC Extinguisher w/ Vehicle Bracket List Price \$123.03 (Amerex)	\$57.37	\$57.37
3	B97A-25	Elkhart Gated Wye 2.5"F X (2) 2.5"M, Elkolite List Price \$2,533.00 (Elkhart Brass)	\$1,583.13	\$4,749.39
1	BC-24	Flamefighter Bolt Cutter 24" Long, Adjustable Cutting Head List Price \$59.83 (Superior Flamefighter)	\$51.64	\$51.64
2	BD12	Nupla Sledge Hammer, 12lb w/32" Fiberglass Handle List Price \$110.67 (Nafeco.com)	\$69.22	\$138.44
1	CC507	Kocheck Storz Cap, 5.0" Chain, Hard Coat Black, H52 List Price \$325.50 (Kocheck)	\$120.00	\$120.00
1	CC607-H52	6 STORZ CAP W/CHAIN -FG- List Price \$321.00 (Kocheck)	\$167.00	\$167.00
2	CH-32-PC	Zico Closet Hook, 32" MPH-1 Head List Price \$173.85 (Ziamatic)	\$150.04	\$300.08
1	DBL-12AH-D	Leatherhead Pike Pole 12' American Hook & D-Handle, Lime List Price \$157.86 (Nafeco.com)	\$142.31	\$142.31
			Subtotal	\$51,345.50
			Freight	\$1,000.00
			Total	\$52,345.50

Qty	Item #	Description	Each	Total
2	DBL-3AH-D-DH	Leatherhead pike pole 3' American Hook & D-Handle, Lime Drywall Hook List Price \$111.66 (Nafeco.com)	\$70.00	\$140.00
2	DBL-8AH-D	Leatherhead Pike Pole 8' American Hook & D-Handle, Lime List Price \$136.86 (Nafeco.com)	\$127.20	\$254.40
1	DBY-8AH-D	Leatherhead Pike Pole 8' American Hook, D-Handle, Yello List Price \$136.86 (Nafeco.com)	\$127.20	\$127.20
4	FAB-6-36_1233115	Leatherhead Axe, 6 Lb Flat Head, FG, 36", Black, List Price \$117.66 (Nafeco.com)	\$75.00	\$300.00
1	FL14	Alco-Lite Ladder, 14' Folding Attic List Price \$512.00 (Alco-Lite)	\$378.03	\$378.03
1	FLH06	Flamefighter Roof Hook D-Handle, 6' List Price \$109.57 (Superior Flamefighter)	\$82.18	\$82.18
1	HC6	Hebert Hose Clamp, 4" -6" Hose List Price \$520.0 (Nafeco.com)	\$497.50	\$497.50
4	K01	Kocheck Universal Spanner Wrench List Price \$41.30 (Kocheck)	\$24.35	\$97.40
12	K01	Kocheck Universal Spanner Wrench List Price \$41.30 (Kocheck)	\$24.35	\$292.20
2	K07	Kocheck Adjustable Hydrant Wrench, Single Head Spanner List Price \$77.50 (Kocheck)	\$44.00	\$88.00
4	K07	Kocheck Adjustable Hydrant Wrench, Single Head Spanner List Price \$77.50 (Kocheck)	\$44.00	\$176.00
1	KHR-2	Kocheck 2 Man Hose Roller List Price \$589.50 (Kocheck)	\$337.00	\$337.00
6	KS3	Kocheck Storz & Universal Spanner Wrench, 4" x 5" List Price \$39.00 (Kocheck)	\$24.35	\$146.10
1	KTSEARCH61MSES	Sterling Rope Searchlite Kit w/Markers and Bag List Price \$669.99 (Sterling Rope)	\$578.25	\$578.25
3	LB-30	Leatherhead Tools Halligan Bar, Forged, 30" List Price \$393.66 (Nafeco.com)	\$283.14	\$849.42
1	M24	Nupla Ball Pein Hammer, 24oz Classic Handle List Price \$41.19 (Nafeco.com)	\$26.67	\$26.67
3	PAB-6-36	Black Fiberglass Handle w/Textured, Deer Hoof Grip List Price \$121.06 (Nafeco.com)	\$76.00	\$228.00
1	PCN125	Crestar Piercing Nozzle 3', 1.5" Inlet, 125 GPM List Price \$869.00 (Crestar)	\$730.00	\$730.00
1	PEL-24	Alco-Lite Ladder, Pumper Extension, 2 Section, 24' List Price \$1,295.00 (Alco-Lite)	\$956.29	\$956.29
			Subtotal	\$51,345.50
			Freight	\$1,000.00
			Total	\$52,345.50

Qty	Item #	Description	Each	Total
1	PRL16	Alco-Lite Ladder, 16' Roof, Includes Hooks List Price \$721 (Alco-Lite)	\$532.52	\$532.52
1	RM1	Nupla Rubber Mallet, 1lb List Price \$29.97 (Nafeco.com)	\$19.39	\$19.39
5	RS45015C3M6	JBC Orange Traffic Cone, 18" 6" Reflective Collar List Price \$17.00 (Nafeco.com)	\$14.42	\$72.10
6	RS45015C3M6	JBC Orange Traffic Cone, 18" 6" Reflective Collar List Price \$17.00 (Nafeco.com)	\$14.42	\$86.52
2	SHV-F27	FireHooks Flat Shovel 27" D-Handle List Price \$62.40	\$60.00	\$120.00
6	T1418	Husky Portable Salvage Cover, 14'x18', 10oz Vinyl, Red List Price \$256.00 (Husky Drop Tank)	\$202.54	\$1,215.24
2	T1418	Husky Portable Salvage Cover, 14'x18', 10oz Vinyl, Red List Price \$256.00 (Husky Drop Tank)	\$202.54	\$405.08
2	WB14	Flamefighter Crow Bar 14" List Price \$41.39 (Superior Flamefighter)	\$35.73	\$71.46
			Subtotal	\$51,345.50
			Freight	\$1,000.00
			Total	\$52,345.50

tax to be determined

Notes: Shipping not to exceed \$1,000

Thank you for your business!

NOTE: All accounts are subject to sales tax charges unless a valid state exempt certificate is on file with NAFECO, or provided at the time of the order.

If you have any questions concerning this quote, please call our number listed above.

Visit Us On The Internet At: nafeco.com



NAFECO of Florida
 17639 East Colonial Drive
 Orlando, FL 32820
 (407) 815-5808

Quotation
 Q10824013116893

Date: 2024-01-31
Expires: 2024-03-01
FOB: Origin

Customer Number: HIG098
 Customer Information: TOWN OF HIGHLAND BEACH
 Address: 3614 S OCEAN BLVD
 HIGHLAND BEACH, FL 33487

Attention: Tom McCarthy
 Phone: 5612784548
 Email: tmccarthy@highlandbeach.us
 Prepared By: Joey Ottovegio

Qty	Item #	Description	Each	Total
3	4824	Akron High Range Assault Noz Tip, Spin Teeth, 1.5" NH <i>List Price \$1,034.00 (Akron Brass Company)</i>	\$743.68	\$2,231.04
3	4866	Akron Mid-Range Assault Tip 1.5" FNST Inlet <i>List Price \$828.00 (Akron Brass Company)</i>	\$595.53	\$1,786.59
4	DP17X50-1000-O-ARN	Key Fire Hose, 1.75" x 50' Orange, Combat Ready, 1.5"NH <i>List Price \$783.71 (Key Fire Hose)</i>	\$331.82	\$1,327.28
4	DP17X50-1000-R-ARN	Key Fire Hose, 1.75" x 50' Red, Combat Ready, 1.5" NH <i>List Price \$783.71 (Key Fire Hose)</i>	\$331.82	\$1,327.28
4	DP25X50-1000BARN	Key Fire Hose, 2.5" x 50' Blue, Combat Ready, 2.5" NH <i>List Price \$857.21 (Key Fire Hose)</i>	\$425.32	\$1,701.28
8	RC30X50Y25N	Key Fire Hose, 3.0" x 50' Yellow, Rubber, 600 PSI,2.5"NH <i>List Price \$987.36 (Key Fire Hose)</i>	\$369.10	\$2,952.80
10	DP40YX100-600ECO	Key Fire Hose, 4" x 100', 600 PSI, Yellow, Hy-Flow, 4" Stz <i>List Price \$1,847.57 (Key Fire Hose)</i>	\$805.87	\$8,058.70
1	K-TOOL	K-Tool Kit <i>List Price \$246.00 (Nafeco.com)</i>	\$208.57	\$208.57
			Subtotal	\$19,593.54
			Freight	\$700.00
			Total	\$20,293.54

tax to be determined

Notes: Shipping not to exceed \$775

Thank you for your business!

NOTE: All accounts are subject to sales tax charges unless a valid state exempt certificate is on file with NAFECO, or provided at the time of the order.

If you have any questions concerning this quote, please call our number listed above.

Visit Us On The Internet At: nafeco.com



NAFECO of Florida
 17639 East Colonial Drive
 Orlando, FL 32820
 (407) 815-5808

Quotation
 Q10824010478562

Date: 2024-01-04
Expires: 2024-02-03
FOB: Origin

Customer Number: HIG098
 Customer Information: TOWN OF HIGHLAND BEACH
 Address: 3614 S OCEAN BLVD
 HIGHLAND BEACH, FL 33487

Attention: Tom McCarthy
 Phone: 561-278-4548
 Email: tmccarthy@highlandbeach.us
 Prepared By: Joey Ottovegio

Qty	Item #	Description	Each	Total
2	10	Akron Universal Spanner Wrench List Price \$58.00 (Akron Brass)	\$40.50	\$81.00
1	105A	Elkhart Brass High Rise Drain Elbow, 45 Deg, 2.5" F x 2.5" M List Price \$481.00 (Elkhart Brass)	\$300.63	\$300.63
1	228-A-1.5	1.5 FNH X 1.5 MNH High rise gauge List Price \$613.00 (Elkhart Brass)	\$387.97	\$387.97
1	2581	Akron Leader Line Wye Pyrolite, 2.5"F x (2) 1.5" M List Price \$946.00 (Akron Brass)	\$659.00	\$659.00
1	37-2.5X1.5_1222218	Red Head Brass Style 37 Adapter, 2.5" FNH X 1.5" MNH Rigid List Price \$199.00 (Red Head Brass)	\$61.50	\$61.50
1	423RD	High Rise Hose Pack, Red List Price \$145.35 (R & B Fabricators)	\$127.50	\$127.50
1	4866	Akron Mid-Range Assault Tip 1.5" FNST Inlet List Price \$828.00 (Akron Brass)	\$577.00	\$577.00
1	571	Gemtor Hose Strap, for 1 3/4" & 2 1/2" Hose Lines List Price \$49.00 (Gemtor)	\$42.29	\$42.29
2	DP17X50-1000-O-ARN	Key Fire Hose, 1.75" x 50' Orange, Combat Ready, 1.5"NH List Price \$783.71 (Key Fire Hose)	\$320.00	\$640.00
1	DP25-800-ECO-BL-1055	KFH 2.5" X 10' ECO-10 W/ COUPLINGS List Price \$387.91 (Key Fire Hose)	\$159.13	\$159.13
1	DP25X50-1000BARN	Key Fire Hose, 2.5" x 50' Blue, Combat Ready, 2.5" NH List Price \$857.21 (Key Fire Hose)	\$409.00	\$409.00
1	RM1	Nupla Rubber Mallet, 1lb List Price \$29.97 (Nafeco.com)	\$19.39	\$19.39
			Subtotal	\$3,464.41
			Freight	\$200.00
			Total	\$3,664.41

tax to be determined

Notes: Shipping not to \$200



NAFECO of Florida
 17639 East Colonial Drive
 Orlando, FL 32820
 (407) 815-5808

Quotation
 Q10824020694921

Date: 2024-02-06
Expires: 2024-03-07
FOB: Origin

Customer Number: HIG098
 Customer Information: TOWN OF HIGHLAND BEACH
 Address: 3614 S OCEAN BLVD
 HIGHLAND BEACH, FL 33487

Attention: Tom McCarthy
 Phone: 5612784548
 Email: tmccarthy@highlandbeach.us
 Prepared By: Joey Ottovegio

Qty	Item #	Description	Each	Total
4	FQ-PAVX	Seek Attack Pro VRS Price List \$3,499.00	\$3,000.00	\$12,000.00
3	FQ-AAAX	Seek FirePro 300 Fast Frame Thermal Imaging Camera List Price \$999.00	\$937.50	\$2,812.50
			Subtotal	\$14,812.50
			Freight	\$25.00
			Total	\$14,837.50

tax to be determined

Notes: Shipping Not to exceed \$25

Thank you for your business!

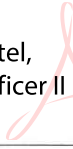
NOTE: All accounts are subject to sales tax charges unless a valid state exempt certificate is on file with NAFECO, or provided at the time of the order.

If you have any questions concerning this quote, please call our number listed above.

Visit Us On The Internet At: nafeco.com

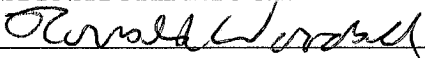
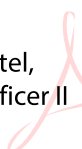


MODIFICATION OF CONTRACT

Modification Number: Three (3) Effective Date: 2/8/2024	Contract Number: 22-730I Title: Fire Equipment, Supplies, and Services Effective Date: 08/01/2022
Contracting Officer: Gretchen Bechtel, CPPB E-mail: Gretchen.bechtelt@lakecountyfl.gov Telephone Number: 352-343-9765	Contractor Name and Address: Name: North American Fire Equipment Co., Inc. Address: 1515 West Moulton St City: Decatur, AL 35601 ATTENTION: Ronald.woodall@nafeco.com
Issued By: <p align="center">Procurement Services Lake County Administration Building 315 W. Main St., Suite 441 Tavares, Florida 32778-7800</p>	
INSTRUCTIONS: Contractor shall sign Signature Block showing acceptance of the below written modification and <u>return this form to Procurement Services within ten (10) days after receipt.</u> Once fully executed, a copy of this modification will be returned to the Contractor to attach to the original Contract.	
DESCRIPTION OF MODIFICATION: Contract modification to add additional product providers to contract per the attached.	
CONTRACTOR SIGNATURE BLOCK Signature: <u><i>Ronald Woodall</i></u> Print Name: <u>Ronald Woodall</u> Title: <u>Vice President</u> Date: <u>2-8-24</u> E-mail: <u>ronald.woodall@nafeco.com</u> Secondary E-mail: <u>sondra.barnes@nafeco.com</u>	LAKE COUNTY SIGNATURE BLOCK Signature: <u></u> Print Name: <u>Gretchen Bechtel,</u> Title: <u>Contracting Officer II</u> Date: <u>2024.02.08 12:36:39 -05'00'</u>
Distribution: Original – Bid File Copy – Contractor Contracting Officer	



MODIFICATION OF CONTRACT

Modification Number: Two (2) Effective Date: 8/28/2023	Contract Number: 22-730I Title: Fire Equipment, Supplies, and Services Effective Date: 08/01/2022
Contracting Officer: Gretchen Bechtel, CPPB E-mail: Gretchen.bechtel@lakecountyfl.gov Telephone Number: 352-343-9765	Contractor Name and Address: Name: North American Fire Equipment Co., Inc. Address: 1515 West Moulton St City: Decatur, AL 35601 ATTENTION: Ronald.woodall@nafeco.com
Issued By: <p align="center">Procurement Services Lake County Administration Building 315 W. Main St., Suite 441 Tavares, Florida 32778-7800</p>	
INSTRUCTIONS: Contractor shall sign Signature Block showing acceptance of the below written modification and <u>return this form to Procurement Services within ten (10) days after receipt</u> . Once fully executed, a copy of this modification will be returned to the Contractor to attach to the original Contract.	
DESCRIPTION OF MODIFICATION: Contract modification to add additional product providers to contract per the attached.	
CONTRACTOR SIGNATURE BLOCK Signature: <u></u> Print Name: <u>Ronald Woodall</u> Title: <u>Vice President</u> Date: <u>8/29/23</u> E-mail: <u>ronald.woodall@nafeco.com</u> Secondary E-mail: _____	LAKE COUNTY SIGNATURE BLOCK Signature: <u></u> Print Name: Gretchen Bechtel, Title: Contracting Officer II Date: _____ <small>Digitally signed by Gretchen Bechtel, Contracting Officer II Date: 2023.08.31 09:13:17 -04'00'</small>
Distribution: Original – Bid File Copy – Contractor Contracting Officer	



MODIFICATION OF CONTRACT

Modification Number: One (1) Effective Date: 8/1/2023	Contract Number: 22-730I Title: Fire Equipment, Supplies, and Services Effective Date: 08/01/2022
Contracting Officer: Gretchen Bechtel, CPPB E-mail: Gretchen.bechteler@lakecountyfl.gov Telephone Number: 352-343-9765	Contractor Name and Address: Name: North American Fire Equipment Co., Inc. Address: 1515 West Moulton St City: Decatur, AL 35601 ATTENTION: Ronald.woodall@nafeco.com
Issued By: <div style="text-align: center;"> Procurement Services Lake County Administration Building 315 W. Main St., Suite 441 Tavares, Florida 32778-7800 </div>	
<p>INSTRUCTIONS: Contractor shall sign Signature Block showing acceptance of the below written modification and <u>return this form to Procurement Services within ten (10) days after receipt</u>. Once fully executed, a copy of this modification will be returned to the Contractor to attach to the original Contract.</p>	
<p>DESCRIPTION OF MODIFICATION: Contract modification to extend the agreement for two annual terms to expire on 07/31/2025.</p>	
<p align="center">CONTRACTOR SIGNATURE BLOCK</p> Signature: <u>Ronald Woodall</u> Print Name: <u>Ronald Woodall</u> Title: <u>Vice President</u> Date: <u>3-7-2023</u> E-mail: <u>ronald.woodall@nafeco.com</u> Secondary E-mail: <u>sondra.barnes@nafeco.com</u>	<p align="center">LAKE COUNTY SIGNATURE BLOCK</p> Signature: <u>Gretchen Bechtel</u> Digitally signed by Gretchen Bechtel, CPPB, Print Name: <u>Contracting Officer II</u> Contracting Officer II Title: <u>Officer II</u> Date: 2023.03.08 Date: _____ 07:04:25 -05'00'
Distribution: Original – Bid File Copy – Contractor Contracting Officer	



CONTRACT NO. 22-730I

For

Fire Equipment, Supplies, and Services

LAKE COUNTY, FLORIDA, a political subdivision of the State of Florida, through its Board of County Commissioners (hereinafter "County") does hereby accept, with noted modifications, if any, the bid of **North America Fire Equipment, Co., Inc. (NAFECO)** (hereinafter "Contractor") to supply **Fire Equipment, Supplies, and Services** to the County pursuant to County Bid number 22-730 with any included addenda (hereinafter "Bid"), with an opening date of 4/28/2022, and Contractor's Bid response dated 4/27/2022, thereto with all County Bid provisions governing.

A copy of the Contractor's signed Bid is attached hereto and incorporated herein, thus making it a part of this Contract except that any items not awarded have been struck through. The attachments noted below (if any) are attached hereto and are also made a part of this Contract.

ATTACHMENTS:

Addendum 1 & 2, Exhibit A – Scope of Work, Exhibit B – Insurance Requirements, Attachment 1 – Submittal Form with General Terms & Conditions acceptance, Attachment 2 – Pricing Sheet

No financial obligation under this Contract shall accrue against the County until a specific purchase transaction is completed pursuant to the terms and conditions of this Contract.

Contractor shall submit the documents hereinafter listed prior to commencement of this Contract: **N/A**

The County's Procurement Services Director shall be the sole judge as to the fact of the fulfillment of this Contract, and upon any breach thereof, shall, at his option, declare this Contract terminated, and for any loss or damage by reason of such breach, whether this Contract is terminated or not, said Contractor and their surety for any required bond shall be liable.

This Contract is effective from 8/1/2022 through 7/31/2023, except the County reserves the right to terminate this Contract immediately for cause and/or lack of funds and with thirty (30) day written notice for the convenience of the County. This Contract provides for two (2) two (2) year renewals at Lake County's sole option at the terms noted in the Bid.

Any and all modifications to this Contract must be in writing signed by the County's Procurement Services Director.

LAKE COUNTY, FLORIDA


By: Gretchen Bechtel, CPPB

Contracting Officer II

Date: 07/26/2022

Distribution: Original-Bid File
Copy-Contractor
Copy-Department



Office of Procurement Services

P.O. Box 7800 • 315 W. Main St., Suite 441 • Tavares, FL 32778

SOLICITATION: Fire Equipment, Supplies, and Services

04/12/2022

Vendors are responsible for the receipt and acknowledgement of all addenda to a solicitation. Confirm acknowledgement by including an electronically completed copy of this addendum with submittal. Failure to acknowledge each addendum may prevent the submittal from being considered for award.

THIS ADDENDUM DOES NOT CHANGE THE DATE FOR RECEIPT OF PROPOSALS.

QUESTIONS/RESPONSES

Q1. Section 5.0 Method of Award - Is it the County's intention to award to multiple vendors as they have done in the past?

R1. Per Section 5.0 Method of Award; The County reserves the right to make awards on a lowest price basis by individual item, group of items, all or none, or a combination; with one or more Vendors

Q2. Section 3.0 Delivery Requirements and Acceptance – bid calls for delivery of all products within 10 calendar days. For items in stock this is possible, but for items on order the delivery time will vary by product and brand. The delivery time can be given when a quote is requested.

R2. Per Section 3.0 Delivery Requirements and Acceptance Section 3.5.1 Back order may be cancelled after the shipment period has lapsed. Cancellation of orders are at the discretion of the County.

Q3. Certain manufacturers are now including a significant surcharge to our cost which is in addition to the list price. For the county to purchase these brands off this contract, a surcharge will need to be allowed.

R3. The solicitation provides for percent off list price. Cost shall be in accordance with contract pricing. Any additional fees shall be borne of the vendor.

ACKNOWLEDGEMENT

Firm Name: North America Fire Equipment Co., Inc. (NAFECO)

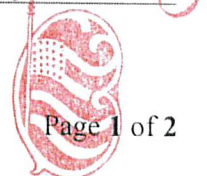
I hereby certify that my electronic signature has the same legal effect as if made under oath; that I am an authorized representative of this vendor and/or empowered to execute this submittal on behalf of the vendor.

Signature of Legal Representative Submitting this Bid:

Ronald Woodall NAFECO

Date: 4/19/22

Print Name: RONALD WOODALL



ADDENDUM NO. #2

22-730

Title: VICE PRESIDENT

Primary E-mail Address: ronald.woodall@nafeco.com

Secondary E-mail Address:



Office of Procurement Services
P.O. Box 7800 • 315 W. Main St., Suite 441 • Tavares, FL 32778

SOLICITATION: Fire Equipment, Supplies, and Services

03/28/2022

Vendors are responsible for the receipt and acknowledgement of all addenda to a solicitation. Confirm acknowledgement by including an electronically completed copy of this addendum with submittal. Failure to acknowledge each addendum may prevent the submittal from being considered for award.

THIS ADDENDUM DOES NOT CHANGE THE DATE FOR RECEIPT OF PROPOSALS.

QUESTIONS/RESPONSES

Q1. I reviewed the attachments for bid 22-730 on Lake County’s website and it doesn’t look like the attachments have any items that need to be priced. Is there a file with the equipment and supplies you would like pricing for?

R1. Attachments 2A and 2B – The vendor shall list manufacturer brands supported.

Q2. I am looking at the Bid/RFP Number: 22-730 bid opportunity and wanted to find if I am not seeing the Attachment 2B, properly? I have opened and downloaded, but I am not seeing any of the equipment or supplies listed.

R2. Attachments 2A and 2B – The vendor shall list manufacturer brands supported.

ACKNOWLEDGEMENT

Firm Name: **NORTH AMERICA FIRE EQUIPMENT CO., INC. (NAFECO)**

I hereby certify that my electronic signature has the same legal effect as if made under oath; that I am an authorized representative of this vendor and/or empowered to execute this submittal on behalf of the vendor.

Signature of Legal Representative Submitting this Bid:

Date: **3/28/22**

Print Name: **RONALD WOODALL**

Title: **VICE PRESIDENT**

Primary E-mail Address: **ronald.woodall@nafeco.com**

Secondary E-mail Address:

Ronald Woodall
NAFECO

FIRE EQUIPMENT, SUPPLIES, AND SERVICES

The County is establishing a vendor pool for fire equipment, supplies, and services. The County does not guarantee a dollar amount to be expended on any resulting contract(s).

1. SCOPE OF SERVICES

All items purchased shall be in accordance with all governmental standards to include, but not be limited to, those issued by the Occupational Safety and Health Administration (OSHA), the National Institute of Occupational Safety Hazards (NIOSH), and the National Fire Protection Association (NFPA). MSDS sheets shall be provided with the shipment of any hazardous materials as required by 29 CFR 1910.1200.

2. CONTRACTOR’S RESPONSIBILITIES

Contractor shall:

- 2.1. Provide a website address for product and price lists for viewing and downloading.
- 2.2. Provide (upon request) a downloadable file of current catalog and manufacturer’s price lists for the brands quoted.
- 2.3. Provide all labor, material, and equipment necessary for contract performance.
- 2.4. Provide an intensive training program to County staff regarding the use of the products or services supplied.
 - 2.4.1. Contractor shall bare all costs of registration fees, manuals, texts, or instructional materials associated with the required training.
 - 2.4.2. Training shall be at no additional cost to the County.

3. DELIVERY REQUIREMENTS AND ACCEPTANCE

- 3.1. Deliveries shall be FOB Destination – Inside Delivery.
- 3.2. Delivery will be to a county location named during order placement.
- 3.3. Deliveries shall be made within ten (10) calendar days and during regular business hours
 - 3.3.1. Monday through Friday, 8:00 a.m. to 5:00 p.m.
 - 3.3.2. Excludes County Holidays
- 3.4. Emergency orders shall be delivered within forty-eight (48) hours.
 - 3.4.1. The County will advise when the order is an emergency.
 - 3.4.2. Emergency/Disaster deliveries may be required during non-business hours.
- 3.5. Back orders shall be filled within ten (10) calendar days from the initial scheduled delivery.
 - 3.5.1. Back orders may be cancelled after shipment period has lapsed.

**EXHIBIT A – SCOPE OF SERVICES
FIRE EQUIPMENT, SUPPLIES, AND SERVICES**

22-730

3.6. County staff may pick-up in person if authorized in writing by supervisor.

3.6.1. Contractor shall maintain a copy of the written authorization.

3.7. County reserves the right to cancel an order after the order shipment period has lapsed.

4. REBATES AND SPECIAL PROMOTIONS

4.1. All rebates and special promotions offered by a manufacturer shall be passed on to the County.

4.2. Contractor shall be responsible to notify the County of rebates or special promotions.

4.3. Special promotions shall be offered to the County if pricing is lower than contract pricing.

5. REPAIR SERVICES

5.1. Hourly rates shall be straight-time and be full compensation for labor, equipment use, travel time, and any other incidentals.

5.2. Contractor shall possess all required equipment necessary to make effective repairs.

5.3. Contractor shall be factory certified to service equipment.

5.4. Contractor shall assume risk of loss or damage to County property until returned and accepted by County.

5.5. Contractor shall submit a written estimate for each service project.

5.5.1. The estimate shall be itemized and include:

5.5.1.1. Anticipated start date and completion date.

5.5.1.2. Number of hours at contracted hourly wages for project completion

5.5.1.3. List price of materials and discount per Attachment 2 – Pricing Sheet.

5.5.1.4. Lump sum estimates are not acceptable.

5.6. No work shall commence without a written Notice to Proceed.

5.7. All materials, workmanship, and equipment shall be subject to inspection and approval.

5.8. The Contractor shall correct all deficiencies/defects in work failing to conform to standard within ten (10) calendar days of notification at Contractor's expense.

6. TRAINING

6.1. Contractor shall supply a minimum of one (1) comprehensive repair and parts manual.

6.1.1. Manuals shall be included with equipment upon delivery.

**EXHIBIT A – SCOPE OF SERVICES
FIRE EQUIPMENT, SUPPLIES, AND SERVICES**

22-730

6.1.2. Manuals may be electronic.

7. WARRANTY REQUIREMENTS

- 7.1. The Contractor agrees that all materials shall be new, warranted for their merchantability, and fit for a particular purpose.
- 7.2. The Contractor agrees that the product and/or service furnished shall be covered by the most favorable commercial warranty.
- 7.3. Contractor shall assume the risk of loss of damage to the County's property during possession and until delivery and acceptance of property to the County.
- 7.4. The Contractor shall correct all apparent or latent deficiencies, defects in work, or any work that fails to conform at the Contractor's expense within ten (10) calendar days.

[The remainder of this page intentionally left blank]

A. CONTRACTOR will purchase and maintain at all times during the term of this Contract, without cost or expense to the COUNTY, policies of insurance as indicated below, with a company or companies authorized to do business in the State of Florida, and which are acceptable to the COUNTY, insuring the CONTRACTOR against any and all claims, demands, or causes of action, for injuries received or damage to property relating to the performance of duties, services, or obligations of the CONTRACTOR under the terms and provisions of the Contract. An original certificate of insurance, indicating that CONTRACTOR has coverage in accordance with the requirements of this section must be received and accepted by the COUNTY prior to contract execution or before any work begins. It will be furnished by CONTRACTOR to the COUNTY’S Project Manager and Procurement Services Director within five working days of such request. The parties agree that the policies of insurance and confirming certificates of insurance will insure the CONTRACTOR in accordance with the following minimum limits:

i. General Liability insurance on forms no more restrictive than the latest edition of the Occurrence Form Commercial General Liability policy (CG 00 01) of the Insurance Services Office or equivalent without restrictive endorsements, with the following minimum limits and coverage:

Each Occurrence/General Aggregate	\$1,000,000/2,000,000
Products-Completed Operations	\$2,000,000
Personal & Adv. Injury	\$1,000,000
Fire Damage	\$50,000
Medical Expense	\$5,000
Contractual Liability	Included

ii. Automobile liability insurance, including owned, non-owned, and hired autos with the minimum Combined Single Limit of \$1,000,000

iii. Workers' compensation insurance based on proper reporting of classification codes and payroll amounts in accordance with Chapter 440, Florida Statutes, and any other applicable law requiring workers' compensation (Federal, maritime, etc.). If not required by law to maintain workers compensation insurance, the CONTRACTOR must provide a notarized statement that if he or she is injured, he or she will not hold the COUNTY responsible for any payment or compensation.

iv. Employers Liability with the following minimum limits and coverage:

Each Accident	\$1,000,000
Disease-Each Employer	\$1,000,000
Disease-Policy Limit	\$1,000,000

B. Lake County, a Political Subdivision of the State of Florida, and the Board of County Commissioners, will be named as additional insured as their interest may appear all applicable policies. Certificates of insurance must identify the RFP or ITB number in the Description of Operations section on the Certificate.

C. CONTRACTOR must provide a minimum of 30 days prior written notice to the County of any change, cancellation, or nonrenewal of the required insurance.

D. Certificates of insurance must evidence a waiver of subrogation in favor of the COUNTY, that coverage must be primary and noncontributory, and that each evidenced policy includes a Cross Liability or Severability of Interests provision, with no requirement of premium by the COUNTY.

E. CONTRACTOR must provide a copy of all policy endorsements, reflecting the required coverage, with Lake County listed as an additional insured along with all required provisions to include waiver of subrogation. Contracts cannot be completed without this required insurance documentation. A certificate of insurance (COI) will not be accepted in lieu of the policy endorsements.

F. Certificate holder must be:

LAKE COUNTY, A POLITICAL SUBDIVISION OF THE STATE OF FLORIDA,
AND THE BOARD OF COUNTY COMMISSIONERS.

P.O. BOX 7800

TAVARES, FL 32778-7800

G. All self-insured retentions will appear on the certificates and will be subject to approval by the COUNTY. At the option of the COUNTY, the insurer will reduce or eliminate such self-insured retentions; or CONTRACTOR will be required to procure a bond guaranteeing payment of losses and related claims expenses.

H. The COUNTY will be exempt from, and in no way liable for, any sums of money, which may represent a deductible or self-insured retention in any insurance policy. The payment of such deductible or self-insured retention will be the sole responsibility of the CONTRACTOR or subcontractor providing such insurance.

I. CONTRACTOR will be responsible for subcontractors and their insurance. Subcontractors are to provide Certificates of Insurance to the COUNTY evidencing coverage and terms in accordance with the CONTRACTOR'S requirements.

J. Failure to obtain and maintain such insurance as set out above will be considered a breach of contract and may result in termination of the contract for default.

K. Neither approval by the COUNTY of any insurance supplied by CONTRACTOR, nor a failure to disapprove that insurance, will relieve CONTRACTOR of full responsibility of liability, damages, and accidents as set forth herein.

[The remainder of this page is intentionally left blank.]

The undersigned hereby declares that: NORTH AMERICA FIRE COMPANY, INC. has examined and accepts the specifications, terms, and conditions presented in this Solicitation, satisfies all legal requirements to do business with the County, and to furnish **FIRE EQUIPMENT, SUPPLIES, AND SERVICES** for which Submittals were advertised to be received no later than 3:00 P.M. Eastern time on the date stated in the solicitation or as noted in an addenda. Furthermore, the undersigned is duly authorized to execute this document and any contracts or other transactions required by award of this Solicitation.

1.0 TERM OF CONTRACT

The Contract will be awarded for an initial one (1) year term with the option for two (2) subsequent two (2) year renewals. Renewals are contingent upon mutual written agreement.

The Contract will commence upon the first day of the next calendar month after Board approval. The Contract remains in effect until completion of the expressed and implied warranty periods. The County reserves the right to negotiate for additional services/items similar in nature not known at time of solicitation.

2.0 PAYMENT

The Contractor shall email the County's using department (egminer@lakecountyfl.gov) an accurate invoice within 30 calendar days after delivery. Invoices should reference the purchase/task order, ship date, tracking number, and ship-to address, list price, percent discount, and unit cost. Failure to submit invoices in the prescribed manner will delay payment.

Payments will be tendered in accordance with the Florida Prompt Payment Act, Part VII, Chapter 218, Florida Statutes. The County will remit full payment on all undisputed invoices within 45 days from receipt by the appropriate County using department. The County will pay interest not to exceed 1% per month on all undisputed invoices not paid within 30 days after the due date.

All pricing will be FOB Destination unless otherwise specified in this solicitation document. Pricing submitted will remain valid for a ninety (90) day period.

Vendor accepts MasterCard for payment: YES

3.0 CERTIFICATION REGARDING LAKE COUNTY TERMS AND CONDITIONS:

I certify that I have reviewed the [General Terms and Conditions for Lake County Florida](#) and accept the Lake County General Terms and Conditions dated 5/6/21 as written including the Proprietary/Confidential Information section. YES

Failure to acknowledge may result in Submittal being deemed non-responsive.

4.0 CERTIFICATION REGARDING FELONY CONVICTION:

Has any officer, director, or an executive performing equivalent duties, of the bidding entity been convicted of a felony during the past ten (10) years? NO

5.0 CONFLICT OF INTEREST DISCLOSURE CERTIFICATION:

Except as listed below, no employee, officer, or agent of the firm has any conflicts of interest, real or apparent, due to ownership, other clients, contracts, or interests associated with this project; and, this Submittal is made without prior understanding, agreement, or connection with

any corporation, firm, or person submitting a proposal for the same services, and is in all respects fair and without collusion or fraud. YES

6.0 CERTIFICATION REGARDING BACKGROUND CHECKS:

Under any County Contract that involves Contractor or subcontractor personnel working in proximity to minors, the Vendor hereby confirms that any personnel so employed will have successfully completed an initial, and subsequent annual, Certified Background Check, completed by the Contractor at no additional cost to the County. The County retains the right to request and review any associated records with or without cause, and to require replacement of any Contractor employee found in violation of this requirement. Contractor shall indemnify the County in full for any adverse act of any such personnel in this regard. Additional requirements may apply in this regard as included within any specific contract award. YES

7.0 DISADVANTAGED BUSINESS ENTERPRISE PROGRAM

The County does not establish specific goals for minority set-asides however, participation by minority and non-minority qualified firms is strongly encouraged. If the firm is a minority firm or has obtained certification by the State of Florida, Office of Supplier Diversity, (OSD) (CMBE), please indicate the appropriate classification(s) not applicable not applicable and enter OSD Certification Number Click or tap here to enter text. and enter effective date Click or tap to enter a date. to date Click or tap to enter a date.

8.0 FEDERAL FUNDING REQUIREMENT:

N/A

9.0 RECIPROCAL VENDOR PREFERENCE:

N/A

10.0 GENERAL VENDOR INFORMATION:

Firm Name: NORTH AMERICA FIRE EQUIPMENT CO., INC. (NAFECO)
Street Address: 1515 WEST MOULTON STREET
City: DECATUR State and ZIP Code: AL, 35601
Mailing Address (if different): (SAME AS ABOVE)
Telephone: 256-353-7100 Fax: 256-355-0852
Federal Identification Number / TIN: 63-0725655
DUNS Number: 05-098-3451

11.0 SUBMITTAL SIGNATURE:

I hereby certify the information indicated for this Submittal is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am an authorized representative of this Vendor and/or empowered to execute this Submittal on behalf of the Vendor. I, individually and on behalf of the Vendor, acknowledge and agree to abide by all terms and conditions contained in this solicitation as well as any attachments, exhibits, or addenda.

Name of Legal Representative Submitting this Proposal: RONALD WOODALL

Date: 4/27/2022

Ronald Woodall



Print Name: RONALD WOODALL

Title: VICE PRESIDENT

Primary E-mail Address: ronald.woodall@nafeco.com

Secondary E-mail Address: n/a

The individual signing this Submittal affirms that the facts stated herein are true and that the response to this Solicitation has been submitted on behalf of the aforementioned Vendor.

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NAFECO

Fire &
Rescue

Law
Enforcement

EMS
Supplies

Industrial Safety
Options (ISO)

Lake County, FL
22-730
Fire Equipment, Supplies and Services

Additional Information

EXCEPTION TO DELIVERY REQUIREMENTS:

Due to the current global supply chain issues, NAFECO will make every attempt to delivery orders within ten (10) days ARO, however many manufacturers have extended delivery times. Delivery will vary dependent upon manufacturer, product ordered and quantities ordered. Currently, some manufacturers have lead times as far out as 6 months ARO.

CURRENT CATALOG AND MANUFACTURER'S PRICE LISTS:

Per Exhibit A, Section 2, Item 2.2, NAFECO will provide requested manufacturer's price lists/catalogs upon request.



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www.nafeco.com

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800-628-6233



NORTH AMERICA FIRE EQUIPMENT CO., INC. (NAFECO)				
SAVE AND SUBMIT AS AN EXCEL FILE				
FIRM'S WEBSITE:		WWW.NAFECO.COM		
Warehouse Location(s):		Orlando FL, Clearwater, FL, Atlanta, GA, Decatur, AL, Sandston, VA,		
Contact Information For Emergency/Disaster Services (24/7)				
		Name:	SHANNON SAULS	
		Email:	SHANNON.SAULS@NAFECO.COM	
		Emergency Phone:	256-353-7100/ 470-214-2138	
List manufacturer brands supported.				
MANUFACTURER	Percent Off List	In Stock / Lead Time	Freight Included	WEBSITE
5.11 Tactical	20.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Able 2 Sho Me	21.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Action Coupling	21.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Advanced Impressions	2.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Aegis	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Aeromax Toys	10.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Aervoe	10.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Afast Nozzles	10.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Ajax Tools	8.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Akron Brass	25.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Alco-Lite	4.00%	Varies by product selection	FOB ORIGIN + 50%	www.nafeco.com
Alert Visions	20.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Alliance Mercantile-Viking Wear	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Amerex	30.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Ameri-Viz	20.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Anchor Uniform	15.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Ansell Healthcare-Microflex	2.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Ansell Protective Solutions	2.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Ansul-Chemguard	16.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Armor Express	20.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
ASP USA	10.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Atlenco-Tru Spec	10.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Augusta Sportswear	10.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Avon Manufacturing	10.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Avon Protection-ISI-Argus	10.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
B&B Fire Equip-FKA POK	10.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Bates	20.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Batteries Plus	10.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Bayco Products	30.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Bayly Headwear	20.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Bellville Boots	10.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Black Diamond Boots	12.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Blackinton	18.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Blue Generation	18.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Blue Pointe Sportswear	15.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Bluewater Rope	18.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Bolle Safety	20.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Boston	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Boston Leather	18.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Broberry-Carhartt FR	10.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Broder Bros	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Capps Shoe	10.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Cardiac Solutions	15.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Carhartt	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Casella	2.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Cast Products	21.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com

MANUFACTURER	Percent Off List	In Stock / Lead Time	Freight Included	WEBSITE
CET	10.00%	Varies by product selection	FOB ORIGIN+8%	www.nafeco.com
Charles River Apparel	15.00%	Varies by product selection	FOB ORIGIN+8%	www.nafeco.com
Chicago Protective Apparel-CPA	5.00%	Varies by product selection	FOB ORIGIN+8%	www.nafeco.com
Circle D	7.00%	Varies by product selection	FOB ORIGIN+8%	www.nafeco.com
CMC	12.00%	Varies by product selection	FOB ORIGIN+8%	www.nafeco.com
Coaxsher	10.00%	Varies by product selection	FOB ORIGIN+8%	www.nafeco.com
Cobra Caps	5.00%	Varies by product selection	FOB ORIGIN+8%	www.nafeco.com
Code 3	12.00%	Varies by product selection	FOB ORIGIN+8%	www.nafeco.com
Command Light	3.00%	Varies by product selection	FOB ORIGIN+8%	www.nafeco.com
CoolCop	5.00%	Varies by product selection	FOB ORIGIN+8%	www.nafeco.com
Cotton Eyed Joes	5.00%	Varies by product selection	FOB ORIGIN+8%	www.nafeco.com
Cougar Tactical	10.00%	Varies by product selection	FOB ORIGIN+8%	www.nafeco.com
Council	20.00%	Varies by product selection	FOB ORIGIN+8%	www.nafeco.com
Covert Armor	10.00%	Varies by product selection	FOB ORIGIN+8%	www.nafeco.com
Crestar	10.00%	Varies by product selection	FOB ORIGIN+8%	www.nafeco.com
Danner-Lacrosse	10.00%	Varies by product selection	FOB ORIGIN+8%	www.nafeco.com
Dicke Safety Products	2.00%	Varies by product selection	FOB ORIGIN+8%	www.nafeco.com
Don Hume	20.00%	Varies by product selection	FOB ORIGIN+8%	www.nafeco.com
Draeger	12.00%	Varies by product selection	FOB ORIGIN+8%	www.nafeco.com
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Dutyman	2.00%	Varies by product selection	FOB ORIGIN+8%	www.nafeco.com
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Edwards Mfg Co	5.00%	Varies by product selection	FOB ORIGIN+8%	www.nafeco.com
Eisman Ludmar	10.00%	Varies by product selection	FOB ORIGIN+8%	www.nafeco.com
Elbeco Uniforms	10.00%	Varies by product selection	FOB ORIGIN+8%	www.nafeco.com
Elk River Products	10.00%	Varies by product selection	FOB ORIGIN+8%	www.nafeco.com
Elkhart Brass	36.00%	Varies by product selection	FOB ORIGIN+8%	www.nafeco.com
Embroidery Services	5.00%	Varies by product selection	FOB ORIGIN+8%	www.nafeco.com
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ERB Industries	15.00%	Varies by product selection	FOB ORIGIN+8%	www.nafeco.com
Ergodyne	5.00%	Varies by product selection	FOB ORIGIN+8%	www.nafeco.com
ESS	12.00%	Varies by product selection	FOB ORIGIN+8%	www.nafeco.com
Euramco - Ramfan	5.00%	Varies by product selection	FOB ORIGIN+8%	www.nafeco.com
EZ Spanner-Better Tools	20.00%	Varies by product selection	FOB ORIGIN+8%	www.nafeco.com
Fat Ivan	5.00%	Varies by product selection	FOB ORIGIN+8%	www.nafeco.com
Fechheimer	4.00%	Varies by product selection	FOB ORIGIN+8%	www.nafeco.com
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Fire House Decals	2.00%	Varies by product selection	FOB ORIGIN+8%	www.nafeco.com
Fire Innovations	11.00%	Varies by product selection	FOB ORIGIN+8%	www.nafeco.com
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Fire Research	5.00%	Varies by product selection	FOB ORIGIN+8%	www.nafeco.com
FireAde Foam (FSP-Fire Ade)	25.00%	Varies by product selection	FOB ORIGIN+8%	www.nafeco.com
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Gemtor	12.00%	Varies by product selection	FOB ORIGIN+8%	www.nafeco.com
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Glas-Master	8.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Golfire	2.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Golight	2.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Groves	2.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Haix	18.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Hale	11.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Hammerhead Ind-Gearkeeper	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Hanes	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Hankin Bros Cap Co	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Hannay	2.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Hanover Leather	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Harrington	24.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
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Honeywell Respiratory FKA Sperian	12.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Husky Drop Tank	10.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
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Innotex	2.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
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K-Tool	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Kappler	3.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Key Fire Hose	34.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Keystone Uniform Cap	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
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KNP Headwear	10.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Kochek	31.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Kussmaul	8.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
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LION Boots	35.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
LION Express Gear	37.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
LION Gloves	15.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
LION Hoods	11.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
LION Total Care	3.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
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LION-Bullex Training Products	2.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Majestic Fire Apparel	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Majestic Gloves	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Mechanix Wear	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Meiko USA Inc	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Meret	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Merrell Footwear	20.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Moritz Emblem	3.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
MTS Safety	10.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
N Vision Optics	2.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
NAFFCO.COM	4.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
National Safety Apparel	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
New Pig Corp	3.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Niedner	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Nielsen Mfg	3.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Northwest River Supply-NRS	2.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Pac Mule	8.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Pacific Headwear	2.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Pacific Reflex	2.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com

MANUFACTURER	Percent Off List	In Stock / Lead Time	Freight Included	WEBSITE
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PEB Enterprises	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Pelican	20.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Pellerin-Milnor	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Performance Advantage Co-PAC	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Perimeter Solutions-FKA PhosChek-ICL	4.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Petra Roc	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Petzl	3.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
PGI	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Phalanx Defense Systems-PDS	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Plug N Dike	10.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
PMI	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Point Blank	10.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Portwest	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Premier Emblem	3.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
ProKure Solutions	3.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Propper	10.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Propper	10.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
R & B Fabricators	12.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Radians Industrial Safety-CSS	10.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Red Back Boots	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Red Head Brass	14.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Reflective Apparel	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
RefrigiWear	2.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Ringers	3.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
RIT Safety	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Rite in the Rain	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
RKI Instruments	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Rocky Boots	10.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Rothco	8.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Royce Shields	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Safariland-Bianchi-Hatch	2.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Safewaze	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Samuel Broom Uniform Accessories	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
SanMar	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
SCBAs	18.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
School Apparel Inc	3.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Scott Plastics-Scotty FF	3.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Seattle Gloves	3.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Shelby	18.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Skedco	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Smith & Warren	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Sound Off	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Sound Uniform Solutions -Olympic Uniforms	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
South Park	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Southeastern	10.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Southeastern Shirt	10.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Spiewak	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Spilfyter - National Pkging Serv	2.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Spyderco	2.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Stahls Transfer Express	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Stallion Leather	1.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Star Products	1.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Starfield Lion	30.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Stat Packs	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Steck	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Sterling Rope	3.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Stop Heart Attack	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Stop-Lite Sign	1.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Stratton Hats	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Streamlight	40.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Super Vac	25.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Superfeet	15.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Superior Flamefighter	2.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com

MANUFACTURER	Percent Off List	In Stock / Lead Time	Freight Included	WEBSITE
Surefire	15.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Tact Squad	10.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Tact Squad-United Uniforms	10.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Taylor's Leatherwear	3.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Taylor's Tins	2.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Team Equip	2.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Tele-Lite	3.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Tempest-Leader	10.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Tempo Gloves	3.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
The Meter Stick	2.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Thorlo	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Thorogood	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Tiger Hill	10.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Tingley Rubber Corp	2.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Tonix	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Topps Safety Apparel	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Tri-Mountain	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Tru Spec	10.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
True North - Dragonwear	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
TSF Sportswear	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Turtle Plastics	6.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Underwater Kinetics	20.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
United Uniforms (covers Honor Guard)	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
US Coupling	20.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
US Night Vision Corp	2.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
VF Imagewear-Dickies, RedKap, Horace Small, Bulwark-Work Wear Outfitters	10.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Waterous	14.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Weddle Tool	1.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Weinbrenner	10.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Weldon	18.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Whelen	12.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Whelen Industrial	12.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Wiley X	20.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Will-Burt	4.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Winco	8.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Wolfpack Gear	2.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Wolverine Worldwide	2.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Workrite	2.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Xtreme Visibility	10.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com
Ziamatic	5.00%	Varies by product selection	FOB ORIGIN + 8%	www.nafeco.com

File Attachments for Item:

E. 2023-2024 Strategic Priorities Plan Update and Review



TOWN OF HIGHLAND BEACH AGENDA MEMORANDUM

MEETING TYPE: Town Commission Meeting
MEETING DATE February 20, 2024
SUBMITTED BY: Town Manager's Office
SUBJECT: 2023-2024 Strategic Priorities Plan Update and Review

SUMMARY:

At the February 6, 2024, Commission meeting, the Commission reviewed the FY 2023 Strategic Priorities and completed projects. The Commission also began discussing updates to the priority list for FY 2024-2025 to include new projects and initiatives as. Enclosed please find the 2023 Strategic Priorities Plan including Ranked Projects & Initiatives with updates as outlined during the discussion during the meeting on February 6th.

FISCAL IMPACT:

N/A

ATTACHMENTS:

TOHB 2023 Strategic Priorities Plan (February 2024)
TOHB 2023 Strategic Priorities: Ranked Projects and Initiatives List

RECOMMENDATION:

Commission review and discussion.

Strategic Priorities (SP): Ranked Projects & Initiatives List

SP 1: Labor Negotiations

PBA Collective Bargaining Agreement FY 2023 – 2026

FOP Collective Bargaining (General Employees) FY 2023-2026

Description: Negotiation of new bargaining agreements with our two existing employee unions. The process traditionally takes 3 to 6 months concluding with ratification by the Town Commission.

Progress: Completed.

SP 2: Fire Rescue Department Implementation

Description: Multi-year project that involves the establishment of the town's first fire rescue department. Project involves contract termination with the City of Delray Beach, securing charter funding authorization, obtain COCPN/State Licenses, organizational expansion (HR), recruitment of fire rescue personnel, procurement of apparatus and special equipment, development of EMS and Fire policies and protocols, and Fire Station Construction.

Progress: Commenced in FY 2021. Targeted completion May 1, 2024. Major Projects Elements:

- (1) Secure Charter Funding Approval \$10 million (Complete);
- (2) Hire Fire Chief (Complete);
- (3) Secure Medical Director (Complete);
- (4) Obtain COCPN (Complete);
- (5) Fire Station Construction (Target Completion March 2024-TCO);
- (6) HR/Risk Management (Complete);
- (8) Recruit and hire Fire/Paramedics, Driver/Engineers and Captains (Started June 2023).

It is important to note that the aforementioned project components are not an exhaustive list and that many other related tasks exist.

SP 3: State Appropriations

Description: Requests for state financial assistance for capital improvement and planning projects. Annually evaluate town operations and capital improvement plan for opportunities for appropriation requests and/or grants.

Progress: FY 2024 Appropriation requests submitted and sponsored: (1) sanitary sewer lining project and (2) lift station rehabilitation.

SP 4: A1A Highway RRR Project

Description: Partner with FDOT to ensure the road rehabilitation and resurfacing (RRR) project is completed with limited and controlled disruptions to the community. The project includes needed drainage improvements, paved shoulder enhancements to accommodate cyclists and embedded crosswalk lighting.

Progress: FDOT has held public education meetings and awarded construction contract. Public construction outreach meeting scheduled for March 7, 2024. FDOT is reviewing traffic control strategies to limit disruptions. Work tentatively scheduled to commence May 2024 with construction lasting 12 to 15 months.

SP 5: Charter Review/Amendments—Funding Limitations

Description: Annual review and consideration of necessary charter revisions and/or amendments to ensure effective and efficient town operations consistent with best management practices. This project also involves evaluation of the previous charter amendments with focus on funding limitation question.

Progress: Commission has included referendum language on the March 2024 election.

1. Financing a Sanitary Sewer Lining Rehabilitation Project.
2. Raising the Current Funding Limitation.
3. Ability to Designate Election Canvassing Duties to Palm Beach County.

SP 6: Solid Waste and Recycling Collection Contract

Description: The existing solid waste collection and disposal contract is set to expired May 31, 2023. A request for proposal (RFP) for a new contract must be advertised and reviewed with award recommendations sent to the Town Commission for consideration. The solid waste contract includes recycling, yard waste and bulk item collection (and disposal) twice per week with specialized container service for condominium buildings.

Progress: Complete. Contract awarded to Waste Management.

SP 8: Marine Accessory Structures Ordinance Amendment(s)

Description: Conduct an in-depth review of all ordinance provisions related to the installation and construction of marine accessory structures to ensure they are appropriate for waterfront property owners. The review shall include a public engagement process. The project is being facilitated by the Planning Board, ordinance sponsor and staff at the direction of the Town Commission.

Progress: Ordinance stakeholder group drafted amendment concepts that were presented at three public workshops in December 2022. The Town Commission directed the Planning Board to evaluate public review comments when drafting amendments for Commission consideration. The Planning Board is currently reviewing the comments and amendments to return to the Commission for their final adoption.

SP 9: Canvassing Board (Charter Amendment)

Description: The Town Commission to review the implications and liability around allowing a county canvassing board versus a local canvassing board as the County Supervisor of Elections is moving away from supporting local canvassing boards. The Highland Beach canvassing board composition is stipulated within the charter; therefore, a change of board composition requires a charter amendment approved by voters.

Progress: Commission approved ballot questions for the March 2024 election. (See SP:5)

SP 10: Communication & Community Engagement

Description: Actively communicate with the public through multiple mediums and platforms to ensure the community receives timely value-added communications regarding town business and affairs. Also, plan community events.

Progress: Ongoing. The town has launched a website design project with CivicPlus to improve navigation, usability, and content access. The Manager’s Office sends out a weekly news flash, the Manager’s Monthly Newsletter (emailed and mailed), updates Channel 99, and regular updates to Facebook. The Manager’s Office is evaluating the value of using polls, surveys and other social media platforms.

SP 12: Dune Restoration & Management

Description: The Town Commission assigned the Natural Resource Preservation Advisory Board (NRPAB) to work with staff to educate the public on the importance of dune restoration and management. Additionally, the commission directed staff to obtain a proposal from coastal engineering firm to update the 2013 Beach Erosion Study, and that the study identify dune areas in need of restoration.

Progress: The Commission directed the Town Manager’s office to update the 2013 Beach Feasibility Study, which is being done. The final report is under review by staff and should be available for Commission/Public Review in March 2024.

SP 13: Zoning District Evaluation (*Density*)

Description: The Town Commission has directed to the Planning Board to commence a public review process of the permitted zoning densities of each zoning district within the town to see if it is appropriate to revise to preserve town character, accommodate redevelopment and protect property values.

Progress: The Planning Board has commenced its discussion of the public engagement process. The Commission has temporarily suspended further review pending Milani Park Project and “Live Local” legislative modifications.

SP 14: Financial Management Systems

Description: The Finance Department in partnership with the Manager’s Office is updating the town’s investment policy.

Progress: The investment policy update is scheduled for the Spring of 2024.

SP 15: Home Occupation Ordinance Provisions

Description: House Bill 403 which became effective July 1, 2021, prohibits local governments from taking certain actions relating to the licensure and regulation of home-based businesses, specifies conditions under which a business is considered a home-based business, authorizes home-based businesses to operate in areas zoned for residential use if the business meets certain criteria, specifies that home-based businesses are subject to certain business taxes and

authorizes adversely affected current or prospective home-based business owners to challenge certain local government actions in violation of the statute.

The current “home occupation” regulations provided in Chapter 30 need to be revised to be compliant with Florida Statutes.

Progress: Draft revisions have been completed by staff and will be presented to the Planning Board and Town Commission in the summer 2024. No other progress to date.

SP 16: Temporary Sign Ordinance Review

Description: The Town Commission has directed staff to update the ordinance provisions related temporary signs with a focus on political signs and real estate signs.

Progress: Target start date is fall 2024. No progress to date.

SP 17: Seawall Ordinance Review (Height/BFE) (Marine facilities)

Description: The recent FEMA flood insurance rate map (FIRM) increased the base flood elevation (BFE) for the town. The BFE is the target height for seawalls and the town does not have a maximum seawall height. Based on existing ordinance requirements, seawall height has started to create concerns amongst waterfront property owners. Therefore, ordinance provisions regarding seawall height may need to be modified.

Progress: Considered as part of the modifications to Marine Accessory Structures Ordinance Amendments (SP 8)

SP 18: Town Entry Signs (A1A)

Description: The two existing town entry signs have deteriorated and need to be replaced.

Progress: The commission has solicited resident input via a design contest which closed on February 6, 2023. Architectural design was completed in November 2023. Request for Proposals (RFP) issued, and bids accepted and reviewed January 2024. Target completion late winter 2024.

SP 19: Milani Park

Description: Continue to work with Palm Beach County Administration and Parks and Recreation Department along with County Commissioner on the future development of the Milani Park. Milani Park is governed by a settlement agreement that stipulates design of the park and the timing of construction. The county has one more 5-year extension.

Progress: The Mayor and the Town Manager have met and will continue to meet as needed with the county staff and county commissioner to express town concerns over the park development. County Administration has authorized commencement on the project. Item is a standing item on Commission agendas. A public meeting has been scheduled for February 1st at 6:00 P.M in the Highland Beach Library. The Town has assembled a consulting team to assist as directed. The Commission is considering a resolution opposing the project and developing a formal partnership with the Milani Family.

SP 20: Intracoastal Waterway (*Speed Control*)

Description: Community concerns exist regarding the safety of the intracoastal waterway, and the town needs to take an active role in its management.

Progress: Ongoing. The Marine Unit of the Police Department started in March of 2022 to improve boater safety by enforcing existing speeds, educating boaters, and heightening intracoastal presence. The police department will collect data and information that can be utilized by all stakeholders in the future to lower speeds and wakes in the intracoastal. The town will continue to meet with our neighboring communities and stakeholders to form partnerships to manage this critical resource.

SP 21: Water Tower Lease

Description: Sprint/T-Mobile cellular equipment exists on the town's elevated water tank, and it is set to expire in 2025. Additionally, other providers have reached out with potential interest in installing cellular equipment. The commission needs to consider granting an extension and/or develop a policy on the use of the water tower.

Progress: Extension of Sprint/T-Mobile Contract approved with improved conditions and higher, annually adjusted rental rates. No formal policy discussions.

SP 22: Gas-Powered Leaf Blower Regulations

Description: Community concern has surfaced over the continued use of gas-powered leaf blowers within the community based on noise, pollution, and personal health.

Progress: No progress.

SP 23: Public Record Digitization/Management Project

Description: This project is the digitization of historical, hard copy records and documents.

Progress: Seventy-five thousand (75,000) records digitized to date and the goal is to digitize all historical records by end of 2024 and create a policy governing record management moving forward. Policy is drafted and under administrative review.

Annual Review

1. Water and Sewer Rates
2. Charter Review



TOWN OF HIGHLAND BEACH
2023 STRATEGIC PRIORITIES PLAN
FEBRUARY 2024 *(This is a working document)*

OUR VISION:

The Town of Highland Beach is a beautiful safe harbor in paradise whose residents never leave.

OUR MISSION:

To provide exceptional governance and municipal services, in partnership with our residents, in a fiscally responsible manner with an emphasis on planning for the future.

OUR MOTTO:

“3 Miles of Paradise”

OUR VALUES:

Help citizens live a better life by providing a safe and secure community.

Inclusiveness – we respect people, value diversity and are committed to equality.

Give exceptional citizen service.

Honor public trust through ethical behavior, transparency and servant leadership.

Lead with integrity at every level.

Assure fiscal responsibility and accountability.

Nurture and respect our natural environment.

Deliver services through collaborated efforts and coordinated actions.

STRATEGIC PRIORITIES

This strategic priority plan identifies ranked community projects and initiatives within four (4) operational categories. These projects and initiatives are classified as “Commenced” and “Planned” based on their implementation status and/or schedule. The strategic priority plan is a dynamic and simple document that serves as a decision-making tool to be updated on a quarterly basis via reports to the Town Commission. The plan is intrinsically linked to the annual operating budget which commits funds to complete the projects and initiatives identified. Completing a project and/or initiative leads to attaining the operational category goal for each and leads to fulfilling mission and vision of the Town.

Organizational Excellence

Strengthen the Town’s ability to strategically, and effectively, deliver municipal services in a fiscally responsible, collaborative, inclusive and innovative manner.

Projects/Initiatives:

SP 3: State Appropriations

Description: Requests for state financial assistance for capital improvement and planning projects. Annually evaluate town operations and capital improvement plan for opportunities for appropriation requests and/or grants.

Progress: FY 2024 Appropriation requests submitted and sponsored: (1) sanitary sewer lining project and (2) lift station rehabilitation.

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Progress: Seventy-five thousand (75,000) records digitized to date and the goal is to digitize all historical records by end of 2024 and create a policy governing record management moving forward. Policy is drafted and under administrative review.

Departments:

Town Manager's Office
Highland Beach Fire Rescue Department
Finance Department
Clerks' Office
IT Consultant

Advisory Board(s):

Financial Advisory Board

Public Infrastructure & Resiliency

Ensure that Town managed and maintained facilities, infrastructure and public places are afforded appropriate attention, maintenance, repairs, and upgrades.

Projects/Initiatives:

SP 4: A1A Highway RRR Project

Description: Partner with FDOT to ensure the road rehabilitation and resurfacing (RRR) project is completed with limited and controlled disruptions to the community. The project includes needed drainage improvements, paved shoulder enhancements to accommodate cyclists and embedded crosswalk lighting.

Progress: FDOT has held public education meetings and awarded construction contract. Public construction outreach meeting scheduled for March 7, 2024. FDOT is reviewing traffic control strategies to limit disruptions. Work tentatively scheduled to commence May 2024 with construction lasting 12 to 15 months.

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Progress: The commission has solicited resident input via a design contest which closed on February 6, 2023. Architectural design was completed in November 2023. Request for Proposals (RFP) issued, and bids accepted and reviewed January 2024. Target completion late winter 2024.

Departments:

Highland Beach Fire Rescue Department
Public Works Department
Town Planner
Town Manager’s Office
Finance Department

Advisory Board(s):

Financial Advisory Board
Planning Board

Community Safety

Proactively plan for and responsively maintain a safe and resilient community focused on visibility, awareness and care for residents and visitors.

Projects/Initiatives:

SP 2: Fire Rescue Department Implementation

Description: Multi-year project that involves the establishment of the town’s first fire rescue department. Project involves contract termination with the City of Delray Beach, securing charter funding authorization, obtain COCPN/State Licenses, organizational expansion (HR),

recruitment of fire rescue personnel, procurement of apparatus and special equipment, development of EMS and Fire policies and protocols, and Fire Station Construction.

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- (1) Secure Charter Funding Approval \$10 million (Complete);
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SP 16: Temporary Sign Ordinance Review

Description: The Town Commission has directed staff to update the ordinance provisions related temporary signs with a focus on political signs and real estate signs.

Departments:

Police Department
Building Department/Code Enforcement
Town Planner
Highland Beach Fire Rescue Department
Town Manager’s Office

Advisory Board(s)/Community Support Group(s):

Planning Board
Board of Appeals and Adjustments
Code Enforcement Board
Highland Beach Police Foundation

Community Enrichment & Sustainability

Recognize the vital role Highland Beach’s natural resources play in a healthy community and implement projects and policies that sustain them. Support residents’ desire for community services and programs that enhance personal growth, knowledge and quality of life.

Projects/Initiatives:

SP 12: Dune Restoration & Management

Description: The Town Commission assigned the Natural Resource Preservation Advisory Board (NRPAB) to work with staff to educate the public on the importance of dune restoration and management. Additionally, the commission directed staff to obtain a proposal from coastal engineering firm to update the 2013 Beach Erosion Study, and that the study identify dune areas in need of restoration.

Progress: The Commission directed the Town Manager’s office to update the 2013 Beach Feasibility Study, which is being done. The final report is under review by staff and should be available for Commission/Public Review in March 2024.

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SP 19: Milani Park

Description: Continue to work with Palm Beach County Administration and Parks and Recreation Department along with County Commissioners on the future development of the Milani Park. Milani Park is governed by a settlement agreement that stipulates design of the park and the timing of construction. The county has one more 5-year extension.

Progress: The Mayor and the Town Manager have met and will continue to meet as needed with the county staff and county commissioner to express town concerns over the park development. County Administration has authorized commencement on the project. Item is a standing item on Commission agendas. A public meeting was held February 1st at 6:00 P.M in the Highland Beach Library. The Town has assembled a consulting team to assist as directed. The Commission passed a resolution opposing the project and is attempting to develop a formal partnership with the Milani Family.

SP 20: Intracoastal Waterway (Speed Control)

Description: Community concerns exist regarding the safety of the intracoastal waterway, and the town needs to take an active role in its management.

Progress: Ongoing. The Marine Unit of the Police Department started in March of 2022 to improve boater safety by enforcing existing speeds, educating boaters, and heightening intracoastal presence. The police department will collect data and information that can be utilized by all stakeholders in the future to lower speeds and wakes in the intracoastal. The town will continue to meet with our neighboring communities and stakeholders to form partnerships to manage this critical resource.

SP 22: Gas-Powered Leaf Blower Regulations

Description: Community concern has surfaced over the continued use of gas-powered leaf blowers within the community based on noise, pollution, and personal health.

Progress: No progress.

Departments:

Town Planner
Highland Beach Library
Town Manager's Office

Advisory Board(s)/Community Support Groups:

Natural Resources Preservation Advisory Board
Planning Board
Friends of the Library
Library Volunteers

Emerging Issues

The following emerging issues may require action by the community in the short-term planning horizon resulting in the creation of a new project/initiative or require re-prioritization of existing projects/initiatives.

The emerging issues include:

- Aging/Underbuilt Infrastructure, Facilities & Structures
- A1A Drainage/Flooding Issues
- Climate Change/Sea Level Rise effect upon Intracoastal Waterways
- Outdated Management Systems
- American Disabilities Act (ADA) Requirements
- Inflation/Recessionary Concerns
- Charter Spending Limits
- Property Insurance
- Affordability/Cost of Living

New Projects & Initiatives:

Evaluate Ordinance Development Process

Description: Consider reviewing the current ordinance development procedure to ensure it is the most efficient and effective means of addressing community problems and challenges and engages the residents.

Old Fire Station

Description: Consider the rehabilitation of the Old Fire Station to not only store back-up apparatus and equipment for the Fire Rescue department but also create useful and beautiful multi-purpose space for community functions.

Code Enforcement Board/Special Magistrate

Description: Consider the use of or integration of a Special Magistrate to review and issue Code Enforcement orders for all or some code violations to improve efficiency and reduce risk.

Action Planning:

The successful implementation of the projects and initiatives defined in the strategic priorities plan is contingent upon the development of an action plan. The action plan must provide clear direction with the ordered tasks/steps needed with target completion dates along with resources needed to complete the project. The plan shall identify those responsible for completing the steps and tasks and monitoring the progress of the project.

As a project or initiative identified in the Strategic Priorities Plan moves from the “Planned” stage to “Commenced” stage, an action plan will be created by the assigned department. The action plan shall include:

- A well-defined description of the project/initiative to be completed; and,
- Tasks/steps that need to be carried out to complete the project/initiative; and,
- Department/Employee who will be in charge of carrying out each task; and,
- When will these tasks be completed (deadlines and milestones); and,
- Resources needed to complete the tasks; and,
- Measures to evaluate progress.

The assigned department shall forward its action plan to the Town Manager for review and approval. Once approved, the action plan will be posted on the Town website and will be updated on a monthly basis. It is important to note that some project may require a more complex action plan based on the scope of the project/initiative. The *Action Plan Template* is attached for reference.

Strategic Priorities: Completed Projects & Initiatives List

Fiscal Year 2020

1. PBA Collective Bargaining Agreement 2020 - 2023
2. FOP Collective Bargaining/General Employees 2020-2023
3. Sanitary Sewer Collection System Evaluation -- CCTV
4. FY 2020-2025 Water & Sewer Rate Study
5. Crosswalk Enhancement Project – Pedestrian Activated Signs/Flashers
6. Install ERP IT System: BS&A Modules Permitting, GL, Fixed Assets, Cash Receipting, AP/AR, PO, Utility Billing
7. Define Purchasing/AP/AR Process, Roles & Responsibilities
8. Update Building Administrative Code Section -- 7th Edition of Florida Building Code:
9. Complete Salary Table & Job Description Update
10. Implement Geographic Information System (GIS) & Expand Capacity
11. Southeast Palm Beach County Coastal Resiliency Partnership & Climate Vulnerability Assessment
12. Bucket Tree Pilot Program

Fiscal Year 2021

1. Charter Review Process
2. Study Alternate Fire Rescue Service Models
3. Building Recertification Ordinance/Program
4. Crosswalk Enhancement Project – Overhead Lighting
5. Police Department – Marine Unit Formation
6. As-built drawing for Municipal Complex project
7. Right-of-Way (ROW) Disruption Ordinance
8. Town Hall Building Improvements
9. Fire Rescue Services Implementation
PR Campaign, Retain Fire Rescue Services Consultants; Retain Medical Director and Assistant Medical Director; Election; Retain architect for fire station design; Commenced fire station design process; Development of Medical Protocols; EMS vehicle selection; Execution of fire services dispatch agreement; Preparation of COCPN and State EMS application documents
10. FY 2020-2025 Water & Sewer Rate Study Update

Fiscal Year 2022

1. Veterans' tab on Town's website
2. Police Department Accreditation (incl. Marine Unit)
3. Fund Balance Guidelines/Policy Revision
4. Property Rights Element – Comprehensive Plan Update
5. Building Permit Discount

Fiscal Year 2023

1. PBA Collective Bargaining Agreement FY 2023 – 2026
2. FOP Collective Bargaining (General Employees) FY 2023-2026
3. FY 2023 Appropriation Received: \$250,000 for Lift Station Rehabilitation
4. 5-year financial forecast model completed (Updated Annually)
5. Purchasing Policy Update
6. Interactive Budget Posted on Website (Updated Annually)

7. Solid Waste Contract: FY 2023 -FY 2028 (w/ 2 one-year renewals)
8. Sprint/T-Mobile Cellular Lease Renewal (25-year Agreement based on a 5-year renewal periods)
9. Adopted Sea Turtle Lighting Ordinance
10. Updated Building Recertification Program (compliant with state statute)

File Attachments for Item:

A. Application No. 23-2790 / Frank and Laura Troiano (Public Hearing)

Consideration of Application No. 23-2790 by Frank and Laura Troiano for a variance from Section 30-103(D) and Section 30-64 of the Town Code of Ordinances to create a lot with a minimum lot width of 68.06 feet in lieu of the required 80 foot minimum lot width for a single-family dwelling in the Residential Multiple Family Low Density (RML) Zoning District for the property located at 4611 South Ocean Boulevard (west side of State Road A1A).



HIGHLAND BEACH BUILDING DEPARTMENT

3614 S. Ocean Boulevard
Highland Beach, FL 33487
Ph: (561) 278-4540

Town Commission STAFF REPORT

MEETING TYPE: Town Commission Meeting

MEETING DATE: February 20, 2024

SUBMITTED BY: Ingrid Allen, Town Planner

SUBJECT: APPLICATION BY FRANK AND LAURA TROIANO FOR A VARIANCE FROM SECTION 30-103(D) AND SECTION 30-64 OF THE TOWN CODE OF ORDINANCES TO CREATE A LOT WITH A MINIMUM LOT WIDTH OF 68.06 FEET IN LIEU OF THE REQUIRED 80 FOOT MINIMUM LOT WIDTH FOR A SINGLE-FAMILY DWELLING IN THE RESIDENTIAL MULTIPLE FAMILY LOW DENSITY (RML) ZONING DISTRICT FOR THE PROPERTY LOCATED AT 4611 SOUTH OCEAN BOULEVARD (WEST SIDE OF STATE ROAD A1A) APP23-2790

I. GENERAL INFORMATION:

Applicant (Property Owner): Frank P. and Laura Troiano
4611 South Ocean Boulevard
Highland Beach, Fl. 33487

Applicant's Agent: Not applicable.

Property Characteristics:

Comprehensive Plan Land Use: Multi Family Low Density (west of State Road (SR) A1A).
Single Family (east of SR A1A).

Zoning District: RML Residential Multiple Family Low Density (west of SR A1A).
RS Residential Single Family (east of SR A1A)

Property Location: 4611 South Ocean Boulevard

Parcel PCN#: 24-43-47-09-00-001-0040

Adjacent Properties: Proposed parcel west of SR A1A

PARCEL	ZONING DISTRICT	FUTURE LAND USE DESIGNATION
North	Residential Multiple Family Low Density (RML)	Multi Family Low Density
South	Residential Multiple Family Low Density (RML)	Multi Family Low Density
East	Residential Single Family (RS)	Single Family
West	Residential Multiple Family Low Density (RML)	Multi Family Low Density

Adjacent Properties: Proposed parcel east of SR A1A

PARCEL	ZONING DISTRICT	FUTURE LAND USE DESIGNATION
North	Residential Multiple Family Low Density (RML)	Multi Family Low Density
South	Residential Single Family (RS)	Single Family
East	NA	NA
West	Residential Multiple Family Low Density (RML)	Multi Family Low Density

Background:

According to the Palm Beach County Property Appraiser, the existing single-family home located on the portion east of SR A1A was built in 1959. The portion of the property west of SR A1A is currently vacant.

At the May 16, 2023 Town Commission meeting, the Commission considered a request by Laura Troiano to approve the division of a parcel of property located at 4611 South Ocean Boulevard into two separate lots. Town Commission direction was to have staff attempt to develop language that would address this type of situation.

At the July 18, 2023 Town Commission meeting, a memo prepared by the Town Attorney was provided to the Commission (see attached). The Commission agreed that this matter should go before the Board of Adjustment and Appeals (BOAA) for a recommendation via the submittal of a variance application by the property owner.

Request and Analysis:

The Applicant is requesting a variance from Sections 30-103(d) and 30-64 of the Town Code of Ordinances to create a lot on the west side of SR A1A with a minimum lot width of 68.06 feet (as provided on the Applicant's survey) in lieu of the required 80 feet minimum lot width for a single-family dwelling in the Residential Multiple Family Low Density (RML) zoning district (see Table 1). Section 30-103(d) of the Town Code of Ordinances states that a division of any parcel shall not be made which creates a lot which does not conform to the requirements of Chapter 30 (Zoning Code). As noted above, at the July 18, 2023 Town Commission meeting, consensus from the Commission was that the matter go before the BOAA (for a recommendation) via a variance application. According to the Applicant's survey of the proposed lot on the west side of SR A1A, it

contains 8,187 square feet. Given the maximum density for the RML zoning district is six (6) dwelling units per acre, the maximum number of dwelling units permitted on this lot would be one (1) dwelling unit ($8,187/43,560 \times 6 = 1.13$ units). Note that the RML zoning district permits single-family dwellings.

TABLE 1

Minimum lot width	RML Zoning District (feet)
Single-family dwelling	80
Two-family dwelling	80
Multifamily dwelling	100

Source: Section 30-64 of the Town Code of Ordinances

As a basis for consideration of an application for variance approval, the BOAA must determine an application is consistent with the criteria below as provided in Section 30-40(e) of the Town Code. The Applicant provided responses to these variance criteria as part of their variance application (see attached).

- (1) **Special conditions.** Special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same zoning district.
- (2) **Hardship.** The special conditions and circumstances truly represent a hardship and are not created by any actions of the applicant.
- (3) **Literal interpretation.** Literal interpretation of the provisions of this chapter would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district under the terms of this chapter and would work unnecessary and undue hardship on the applicant.
- (4) **Special privileges.** The grant of a variance will not confer upon the applicant any special privilege denied to any other owner of land, buildings, or structures located in the same zoning district.
- (5) **Minimum variance.** The variance granted is the minimum variance that will make possible the use of the land, building, or structure.
- (6) **Purpose and intent.** The grant of the variance will be in harmony with the general intent and purpose of this chapter.
- (7) **Financial hardship.** Financial hardship is not to be considered as sufficient evidence of a hardship in granting a variance.
- (8) **Public welfare.** The grant of the variance will not be injurious to the area involved or otherwise detrimental to the public welfare.

There are currently two (2) other properties within the Town that are bifurcated by SR A1A in the same manner as the Applicant's property (see Table 2). An additional property located at 3833 South Ocean Blvd is also bifurcated by SR A1A (RML on the west side of SR A1A and RS on the east side); however, the portion west of SR A1A is located approximately 150 feet south of the portion east of SR A1A. All of these bifurcated properties are in compliance with the minimum lot width requirement for the corresponding zoning district.

TABLE 2

Property	Zoning District
3901 South Ocean Blvd.	RML (west side of SR A1A) RS (east side of SR A1A)
2425 South Ocean Blvd.	RS (west side of SR A1A) RE (east side of SR A1A)

Pursuant to Section 30-40(g) of the Town Code, the vote of at least four (4) members of the BOAA or a majority of the Town Commission is necessary to grant a variance from the requirements of Chapter 30 (Zoning Code). According to Section 30-40(h) of the Town Code, a variance when implemented in accordance with the approval granted by the BOAA or the Town Commission shall run with the land in perpetuity unless a lesser time is approved by the BOAA or the Town Commission. A variance that is not implemented shall expire eighteen months following approval. Regarding this request, if the variance is approved by the Town Commission and once the property owner completes the parcel split request with the Palm Beach County Property Appraiser, and a new parcel control number is provided, the Town will consider the variance implemented.

BOAA recommendation:

At the January 31, 2024 BOAA meeting, the Board recommended approval of the variance (motion carried 5-0).

Fiscal Impact:

None

Attachments:

- Variance Application
 - Aerials
 - Surveys
 - July 18, 2023 Town Attorney memorandum.
 - Applicant's submitted materials
-

Recommendation:

At the discretion of the Town Commission.



TOWN OF HIGHLAND BEACH VARIANCE APPLICATION

Petition # _____

Fees Paid/Receipt No. # _____

Variance and/or Appeal to Board of Adjustment & Appeals and/or Town Commission are \$2,500.00.

PROPERTY OWNER INFORMATION		
Name:	Frank & Laura Troiano	Phone: 317.590.0865 Fax:
Mailing Address:	4611 S. Ocean Blvd., Highland Beach, FL 33487	
Email Address:	lauratroiano@mac.com	

AUTHORIZED AGENT		
Name:	Phone:	Fax:
Mailing Address:		
Email Address:		

PROPERTY INFORMATION ASSOCIATED WITH THIS PETITION		
Address:	4611 S. Ocean Blvd.	Subdivision: N/A
PCN:	24-43-47-09-00-001-0040	Lot Size: 14,569 sqft/4,826 sqft/8245 sqft.
Zoning District:	RS and RML	Present Use: Single family and vacant lot

1. Present Structures (type):

The west side lot is vacant. The east side lot has a single family home on it.

2. The proposed use will be:

Split parcel and eventually build a residence.

3. If this petition is granted, the effect will be to (brief description – i.e. to reduce side yard from 7' to 2'):

Split the parcel to create 2 single parcels.
Currently the lot is divided by A1A. Attachment E

4. As a basis for consideration of an application for variance approval, the Board of Adjustment and Appeals and/or Town Commission must determine an application is consistent with the criteria listed below. After each criteria, state fully your reasons justifying the granting of this variance.

(a) Special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures or buildings in the same zoning district.

Yes. See Addendum and attachment C.

(b) The special conditions and circumstances truly represent a hardship, and are not created by any actions of the applicant. Note that Section 30-40(e)(7) of the Town Code states that financial hardship is not to be considered as sufficient evidence of a hardship in granting a variance

Yes. See Addendum and attachment C.

(c) Literal interpretation of the provisions of chapter 30 would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district under the terms of chapter 30 and would work unnecessary and undue hardship on the applicant.

Yes. See Addendum and attachment C.

(d) The grant of a variance will not confer upon the applicant any special privilege denied to any other owner of land, buildings, or structures located in the same zoning district.

This lot is unique. There are no other lots of this type in the Highland Beach Zoning District.

(e) The variance granted is the minimum variance that will make possible the use of the land, building, or structure.

Yes, without splitting the lot the parcel on the west side of A1A will remain vacant.

(f) The grant of the variance will be in harmony with the general intent and purpose of this chapter.

Yes, all of the lots/parcels surrounding this parcel are zoned the same RML and by splitting the lot and allowing this use the lot will be harmonious with the general intent and purpose of the chapter.

Addendum

4.

(a) The special condition and circumstance that is peculiar to the land is that it does not meet the width requirement of 80 feet and therefore creates a non-conformity. And that both lots are zoned differently from each other, as evidenced by the Palm Beach County - Property Record Card and the Town of Highland Beach Official Zoning Map see attachments, A & B.

(b) The hardship for this lot is that there are two unique conditions associated with the parcel. The lot width is less than the 80° minimum lot width provisions and because the lot width is approximately 68', that creates a non-conformity. Nothing about this hardship was created by any actions of this applicant. Further, the lot size on the west side of A1A, after splitting the parcel, meets the standards present in the code for development based on the zoning codes published in the Town of Highland Beach Official Zoning Map and the Palm Beach County Property Record Card, (included in the attachments). The variance request is consistent with the spirit, purpose and intent of the ordinance. The public safety is secured and the non-conformity is benign. As written in the memorandum dated, 6/12/2023 from the Town Attorney, Leonard G. Rubin, "The unique conditions applicable to the Troiano Parcel appear to justify the grant of a variance." See attachment C.

(c) The literal interpretation of the provisions of chapter 30 deprives this applicant of rights enjoyed by the property adjacent to my property which is in the same zoning district under the terms of chapter 30. The literal interpretation of non-conformity doesn't always mean "not good", in our case, the non-conformity is benign and therefore does not negatively impact the "greater good" of Highland Beach. The property directly adjacent to 4611, 4612 has the same zoning designation and is not deprived of any rights. See article provided by applicant, attachment D.

- (g) The grant of the variance will not be injurious to the area involved or otherwise detrimental to the public welfare.

The variance will not be injurious to the area or otherwise detrimental to the public welfare. Attachment D.

5. Has any previous application or appeal been filed within the last year in connection with these premises? (YES) ___ (NO) X If so, briefly state the nature of the application or appeal.

SS (Initial) The names and addresses of each property owner located within five hundred (500) feet of the affected property, excluding property owned by the applicant has been provided. (Notification distances shall be measured on an arc from the corners of the property.) (YES) X (NO) ___

SS (Initial) I, the petitioner, acknowledge that there will be additional expenses incurred for the first class mailing of the public notices and the cost to publish the legal advertisement, which is separate from the Board of Adjustment & Appeals application fee. (YES) X (NO) ___

SS (Initial) I, the petitioner, has read the Town of Highland Beach Code of Ordinances, Section 30-40: Variances & Interpretations for code requirements. (YES) X (NO) ___

I give permission to the members of the Town Commission and the Board of Adjustment & Appeals and staff to inspect the property for the purpose of this application. I declare that all statements made herein are true, based upon the best available information, and I understand that willful false statements and the like are misdemeanors of the second degree under Section 837.06, Florida Statutes. Such willful false statements may jeopardize the validity of my application or any decision issued thereon. I have fully read the information outlining the Board procedures and application requirements. With this application, I am submitting the necessary supporting materials listed.

Owner must supply authorized agent notarized letter attesting to same

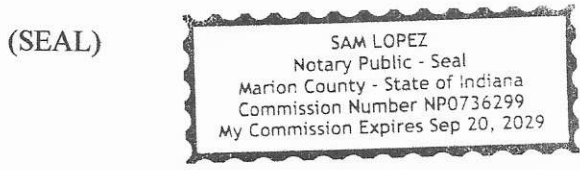
Property Owner's Signature: Laura Troiano Date: 11.27.2023

Authorized Agent Signature: _____ Date: _____

Condo Assoc. Rep. Signature: _____ Date: _____

STATE OF Indiana
COUNTY OF Marion

On this 27th day of November 2023 before me personally appeared Laura Troiano to me known to be the person who executed the foregoing instruments, and acknowledged that he executed the same as his free act and deed.



[Signature]
Notary Public Signature

Received by the Town Clerk's Office:

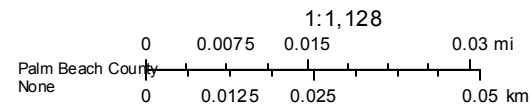
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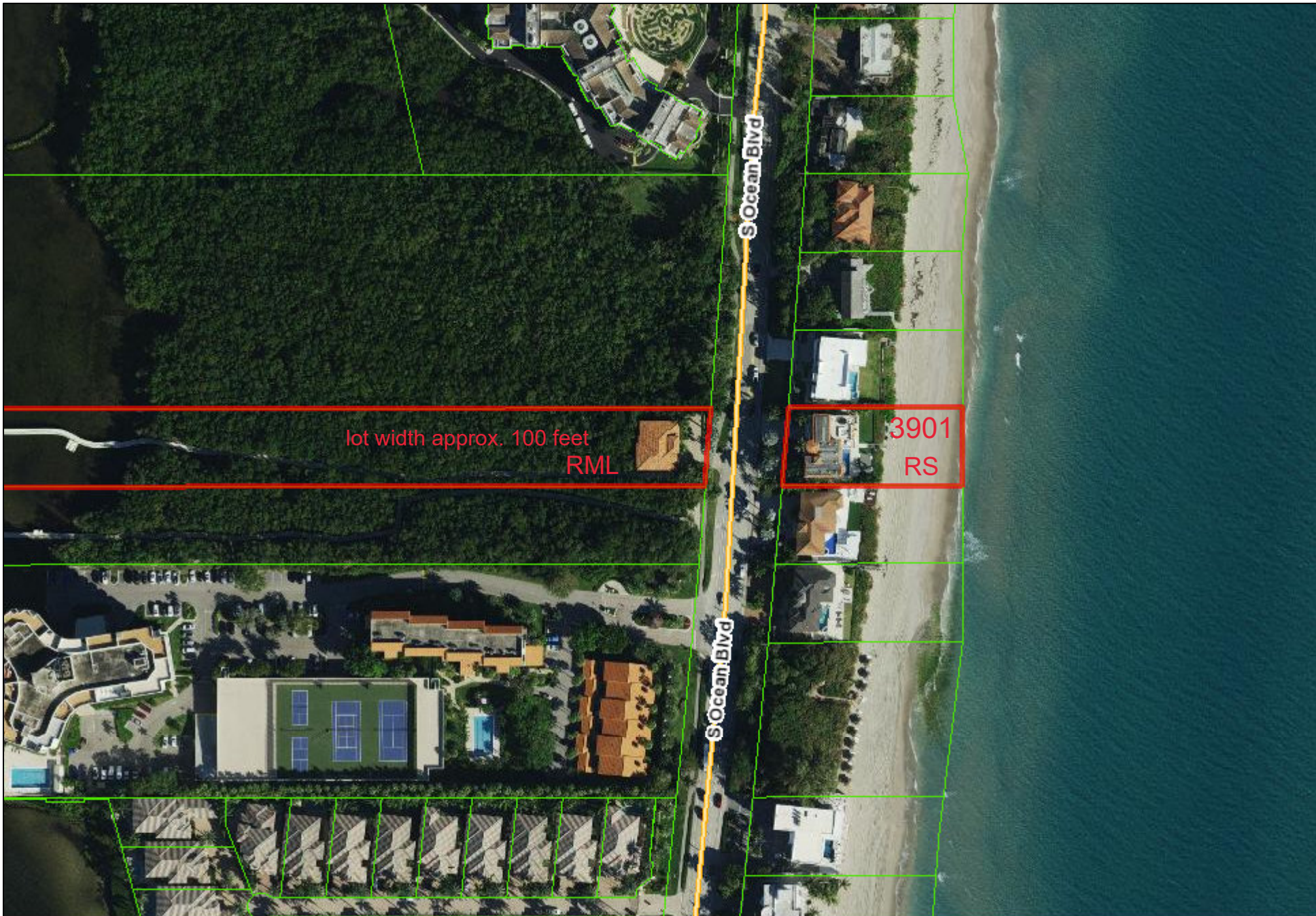
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Date Legal Advertisement Published: _____

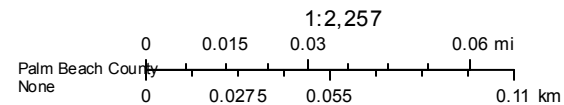


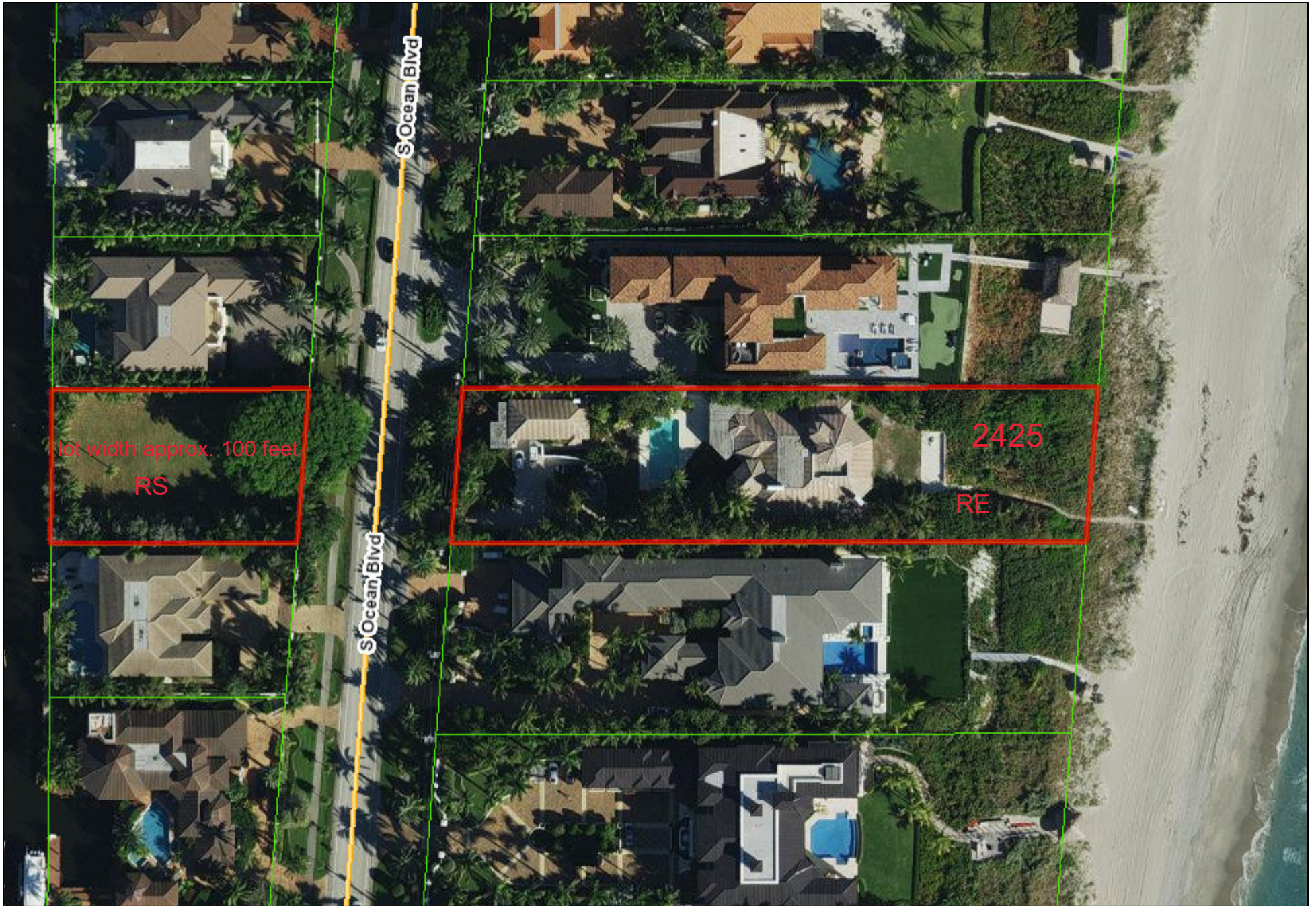
4611 South Ocean Boulevard



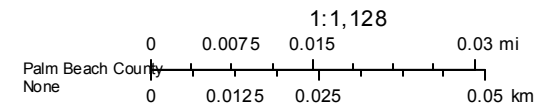


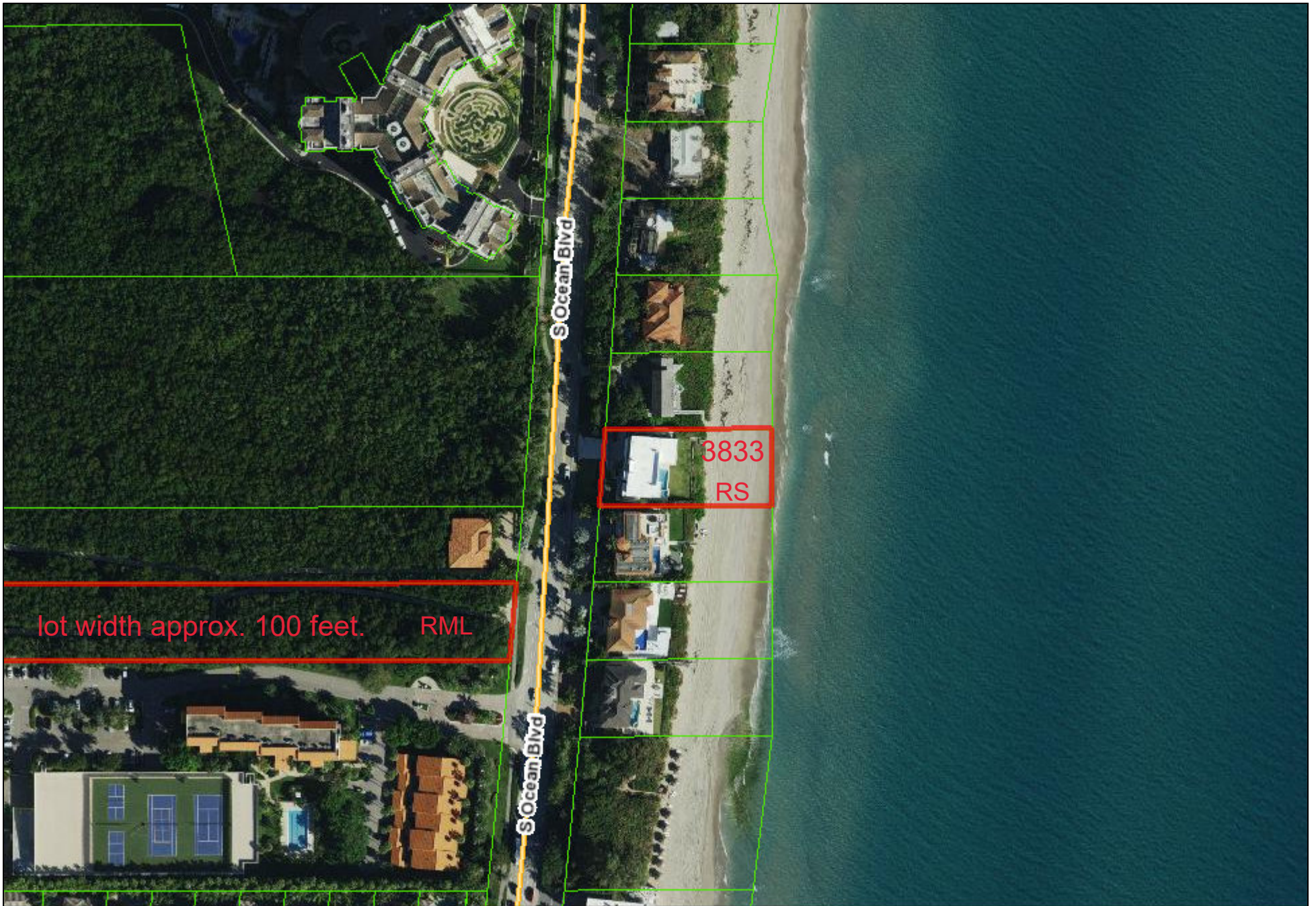
3901 South Ocean Blvd



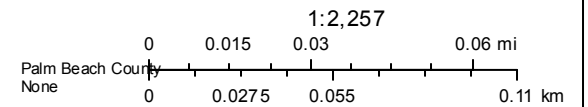


2425 South Ocean Blvd.





3833 South Ocean Blvd.





TOWN OF HIGHLAND BEACH AGENDA MEMORANDUM

MEETING TYPE: Town Commission Meeting
MEETING DATE July 18, 2023
SUBMITTED BY: Leonard G. Rubin, Town Attorney
SUBJECT: Request for Lot Split (Troiano Property – 4611 South Ocean Boulevard)

SUMMARY:

Background:

At its May 16, 2023 meeting, the Town Commission considered a request by Laura Troiano to approve the division of a parcel of property located at 4611 South Ocean Boulevard (“Troiano Parcel” or “Parcel”) into two separate lots. As discussed at the meeting, the Troiano Parcel is bifurcated by A1A. The portion east of A1A is improved with a single-family residence and has a zoning designation of Residential Single-Family, and the portion west of A1A is vacant and has a zoning designation of Residential Multiple-Family Low Density. Splitting the Troiano Parcel into two separate lots would violate Section 30-103(d) of the Town Code, which expressly provides that “a division of any parcel shall not be made which creates a lot which does not conform to the requirements of this chapter.” If the portion west of A1A became a separate lot, it would be only sixty-eight (68) feet wide. Section 30-64 of the Town Code (Table 30-2) requires a minimum lot width of eighty (80) feet.

Discussion and Recommendation:

The Town Commission directed Staff to attempt to develop language that would address this type of situation. While there are two other parcels in the Town bisected by A1A, the Troiano Parcel is the only parcel where the division of the parcel into two separate lots would be prohibited due to the creation of a non-conforming lot. Consequently, after consultation with Town Staff, this office does not recommend amending the Town Code to address a single parcel of the property within the Town.

At the Commission meeting, Laura Troiano represented that her family wished to construct a single-family home on the portion of the parcel located west of A1A. Given the nature of the request, this office recommends that the Troiano family be encouraged to apply for a variance from Sections 30-103(d) and Section 30-64 of the Town Code. The unique conditions applicable to the Troiano Parcel appear to justify the grant of a variance. Because the variance application will need to address both the non-conformity and lot width provisions, the variance

request should go before the Board of Adjustment and Appeals for a recommendation and the Town Commission for final consideration. Utilizing the variance process would allow the Commission to impose reasonable conditions on the grant of the variance. Such conditions could include limiting the new parcel to the construction of a single-family residence, approving the actual footprint of the proposed residence, and imposing a time-frame in which the residence must be constructed.

Should you have any questions relative to the foregoing, please do not hesitate to contact me.

FISCAL IMPACT:

N/A

ATTACHMENTS:

Letter from Mrs. Troiano dated May 10, 2023
Aerial Maps

RECOMMENDATION:

Commission discussion.

Highland Beach Town Commission
Town of Highland Beach
3614 South Ocean Blvd.
Highland Beach, FL. 33487

Attn: Agenda for meeting May 16, 2023 @1:30PM

Dear Honorable Mayor, Vice Mayor and Highland Beach Town Commissioners,

My husband Dr. Frank Troiano and I are requesting that the parcel, addressed 4611 S Ocean Blvd., to the west of A1A be recognized by the Town of Highland Beach as a separate lot, than the lot, addressed 4611 S Ocean Blvd., to the east of A1A. We would like to build a family home on the west side parcel in the future.

Due to the construction of A-1-A and the adoption of the Highland Beach Comprehensive Plan the lots became separate and distinct lots.

Both lots have always been given different land use and zoning classifications in the **Highland Beach Comprehensive Plan**. RMI - multi family land use on the west side and single family land use on the east side.

Palm Beach County recognizes the lots as being separate on our/their county record card, specifically, lot size designation, tax billing and zoning.

The zoning for the lot is complimentary and in keeping with the zoning of all the other lots around it (north, south and west).

There has been some question regarding non-conformity which calls for conforming lots to be 80' wide. Our lots are 68.06' wide which is considered non-conforming; however, this non-conformity is benign and does not have a negative impact on the health and safety of the public. Our lots are less than 12 feet shy of the 80' conformity. Another reason to further our case, was pointed out by Mr. Labadie and that is our lots are the only lots in Highland Beach that are of this particular type and therefore they are unique and the situation is unique. No case law has been discovered that would negatively apply to our circumstance.

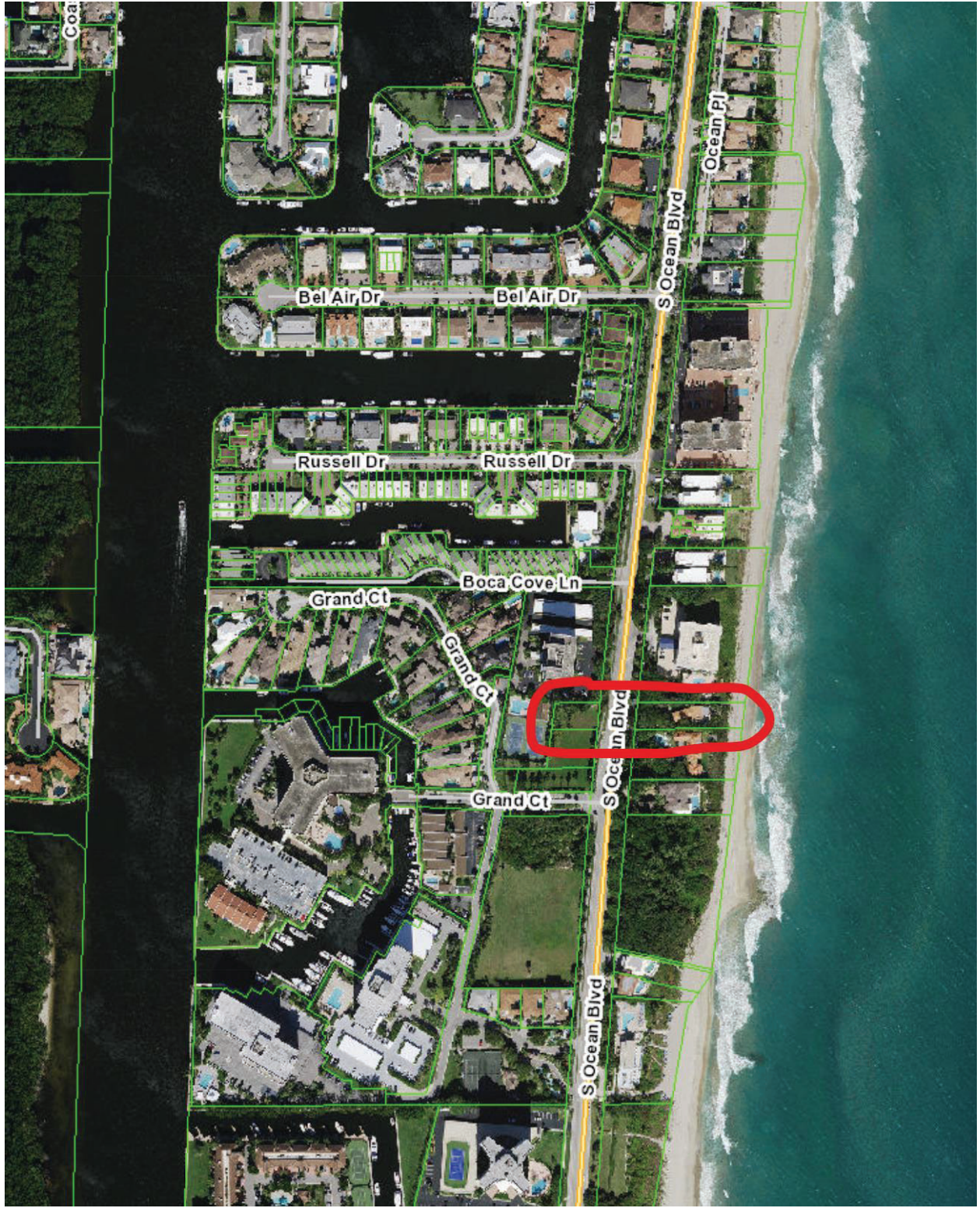
Conclusion: The two separate lots are physically divided by A-1-A. Both lots have separate zoning classifications. The county record card recognizes the lots as

being separate as defined by lot size, tax billing and zoning classification. All of the other lots around our west side lot are zoned the same as ours. There is no negative impact on the health and safety of the public by recognizing the lots as distinct and separate. By recognizing that the lots are separate our family would be able to build a beautiful home on the west side lot.

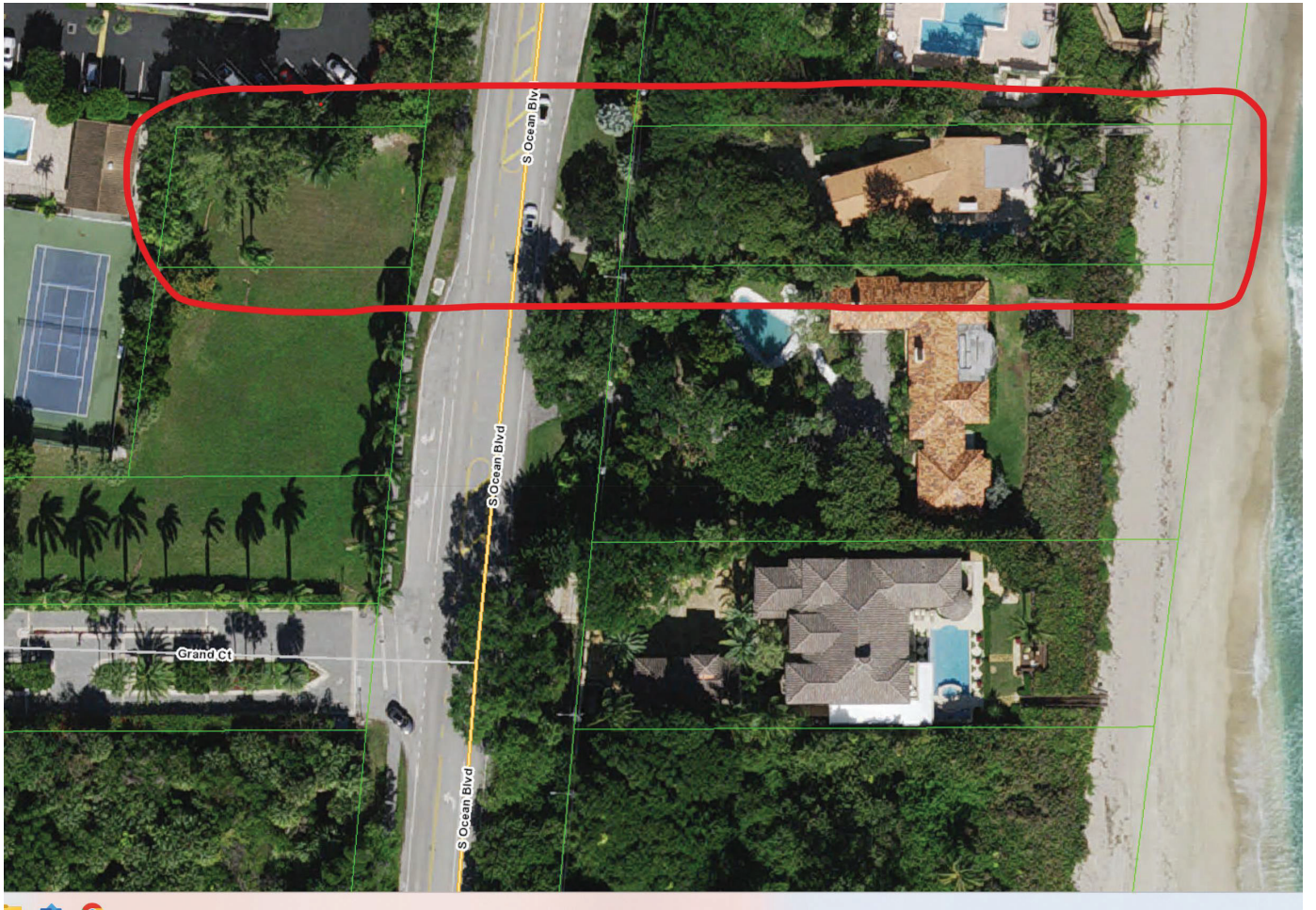
Thank you for this opportunity to meet with you.

Respectfully,

Laura Troiano



Troiano Property



Troiano Property

November 14, 2023

Board of Adjustment and Appeals
Town of Highland Beach
Town Hall

Dear Board Members,

My husband Dr. Frank Troiano and I are requesting that the parcel, addressed 4611 S Ocean Blvd., to the west of A1A be recognized by the Town of Highland Beach as a separate lot, than the lot, addressed 4611 S Ocean Blvd., to the east of A1A. We would like to build a family home on the west side parcel in the future.

Due to the construction of A-1-A and the adoption of the Highland Beach Comprehensive Plan the lots became separate and distinct lots.

Both lots have always been given different land use and zoning classifications in the Highland Beach Comprehensive Plan. RMI - multi family land use on the west side and single family land use on the east side.

Palm Beach County recognizes the lots as being separate on our/their county record card, specifically, lot size designation, tax billing and zoning.

The zoning for the lot is complimentary and in keeping with the zoning of all the other lots around it (north, south and west).

There has been some question regarding non-conformity which calls for conforming lots to be 80' wide. Our lots are 68.06' wide which is considered non- conforming; however, this non-conformity is benign and does not have a negative impact on the health and safety of the public. Our lots are less than 12 feet shy of the 80' conformity. Another reason to further our case, was pointed out by Mr. Labadie and that is our lots are the only lots in Highland Beach that are of this particular type and therefore they are unique and the situation is unique. No case law has been discovered that would negatively apply to our circumstance.

Conclusion: The two separate lots are physically divided by A-1-A. Both lots have separate zoning classifications. The county record card recognizes the lots as being separate as defined by lot size, tax billing and zoning classification.

All of the other lots around our west side lot are zoned the same as ours. There is no negative impact on the health and safety of the public by recognizing the lots as distinct and separate. By recognizing that the lots are separate our family would potentially be able to build a beautiful home on the west side lot.

Thank you for this opportunity to meet with you. Respectfully,

Laura and Frank Troiano

Search by Owner, Address or Parcel



[View Property Record](#)

Owners

TROIANO LAURA
TROIANO FRANK P &

Property Detail

Location 4611 S OCEAN BLVD
Municipality HIGHLAND BEACH
Parcel No. 24434709000010040
Subdivision
Book 24308 [Page 585](#)
Sale Date DEC-2010
Mailing Address 4611 S OCEAN BLVD
 BOCA RATON FL 33487 5300
Use Type 0100 - SINGLE FAMILY
Total Square Feet 3291

Sales Information

Sales Date	Price
DEC-2010	10
DEC-2010	10
SEP-2005	10
JUN-2005	10
JUN-2005	10

1 [2](#)

Appraisals



PAPA-Property Detail x PAPA Maps x

https://maps.co.palm-beach.fl.us/cwgis/papa.html?qvalue=24434709000010040#

DOROTHY JACKS
CFA, AAS
Palm Beach County Property Appraiser
We Value What You Value

[PAPA Home](#)

Search by Owner, Address or Parcel

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Owners
TROIANO LAURA
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Property Detail
Location 4611 S OCEAN BLVD
Municipality HIGHLAND BEACH
Parcel No. 24434709000010040
Subdivision
Book 24308 Page 585
Sale Date DEC-2010
Mailing 4611 S OCEAN BLVD

S Ocean Blvd

Palm Beach County | None

Type here to search

75°F Mostly cloudy 7:19 PM 1/23/2024

PALM BEACH COUNTY PROPERTY RECORD CARD

TAX YEAR 2021

LOCATION & OWNER INFORMATION
PARCEL ID 24-43-47-09-00-001-0040
NBHD 240200RS
PARCEL ADDR 4611 S OCEAN BLVD
LEGAL 9-47-43, S 67.38 FT OF N 367.38 FT OF N 1/2 OF GOV LT 1 (LESS RD RW) AKA CITY LOT NO 12
TAX DISTRICT 24984
OWNER TROIANO FRANK P & TROIANO LAURA
ADDRESS 4611 S OCEAN BLVD
 BOCA RATON FL 33487-5300



PALM BEACH COUNTY



ENTER INFORMATION
 TYPE DATE E I AP
 IMP 29-OCT-14 31 F 14
INCOME AG

0100 PROPERTY USE /SINGLE FAMILY
LIVING UNITS: 1
TOTAL CARDS: 1

AUTOCAD:

AG INFORMATION

LINE	CA L#	CROP	LUC	ACRES	RATE	CODE	VALUE
------	-------	------	-----	-------	------	------	-------

TOTAL

NOTES

4/87 PP \$100,000 PETN2020-2429 PETN2021-1834

SALES INFORMATION

BOOK	PAGE	DC	QC	S	PRICE	DATE
05264	0843	WD	U	I	400,000	01-APR-87

PERMIT INFORMATION

PERMIT #	PERMIT DT	TYPE	WHY	STAT	TAXYR	AMOUNT
30935-A-PAV	02-FEB-15	F	05	T	2016	16,350
30935	07-MAY-14	F	02	C	2015	211,500

OBY INFORMATION

CRD	L#	CODE	YRBLT	EFFYB	YRRMD	WDTH	LGTH	AREA	UNITS	GD	MODCDE	RATE	PC	FC	DEP	FUNC	RSN	ECN	RSN	SOH	VALUE
1	4	PAT	1959			0	0	125	1	C	3	10.89	A	A	25					100	340.00
1	5	WLL	1959			0	0	409	1	C		10.74	A	A	25					100	1,098.00
1	6	DCK	2014	2014				420	1	C		10.90	A	A	70					100	3,205.00
1	7	PL1	2014	2014		0	0	1	1	B		27,600.00	A	A	78				100	21,528.00	
OBY VALUE																					26,171.00

LAND INFORMATION

L#	LUSE	ZONE	AG	AGLND	TP	CDE	AFF	EFF	DEPTH	SQ FT	ACRES	UNITS	RATE	SIZE	NBHDF	INF	PCT	SOH	VALUE	
1	0120	RS			U	W6			217	14,569	0.33	1	3,400,000.00	T	1.2	MS	-5	100	3,876,000.00	
NOTES: SIDES MULTI																				REV: 39 A 22-APR-2021
2	9950	RS			U	S1			71	4,826	0.11	1	300.00	T	1		0	0	300.00	
NOTES:																				REV: 39 A 22-APR-2021
3	0100	RML			U	S5			0	8,185	0.19	1	300,000.00	T	1.2	MS	-5	100	342,000.00	
NOTES: SIDES MULTI																				REV: 39 A 22-APR-2021
TOTAL ACRES										.6332										
TOTAL LAND VALUE																			4,218,300.00	

why 2 parts

1.2 MS -5 100

SUB-AREA INFORMATION				PALM BEACH COUNTY PROPERTY RECORD CARD				BUILDING INFORMATION															
LINE	CODE	PCT	SIZE	24-43-47-09-00-0040 RESIDENTIAL 4611 S OCEAN BLVD				TAX YEAR 2021															
A	0	BAS	100					1 / 1 SYS CRD# / TOT BLDGS															
BASE AREA								0100				ID 1 SFR											
A1	1	USP	231					CAD				1 NBHD FACTOR											
A2	2	FBM	590					UNFINISHED SCRPH PORCH				1 / LEVEL / UNIT TYPE											
A3	3	FOR	45					FINISHED BASEMENT				1 / UNH HEIGHT / BLDG HEIGHT											
A4	FINISHED GARAGE							A4				2 / BED RM / TOT RM											
A5								A5				3 / 0 FULL BA / HALF BA											
A6								A6				3 / 9 ADD FIX / TOTAL FIX											
A7								A7				1999 / 1985 YRBLT / EFF YR											
A8								A8				/ YR / % REMODELED											
A9								A9				R2 / AV REMOD KTCH / BATH											
A10								A10				71 / % GOOD / DEPR TB											
A11								A11				1 / 1 SPLC STACK / OPEN											
A12								A12				17 EW1 MSY: CB STUCCO											
A13								A13				00 EW2 NONE											
A14								A14				03 RS GABLE/HP											
A15								A15				07 RC CONCRETE TILE											
A16				A16				03 RW1 PLASTER															
A17				A17				00 RW2 N/A															
TOTAL SQ FT				3291				14 FT1 CARPETING															
								15 FT2 CERAMIC/QUARRY															
								3 HEAT HTG & AC															
								4 HSI ADJ HEAT SYS FORCED AIR DUCT															
								MKT_ADJ															
								FUNC															
								ECON															
								SCH%															
								2,616 EFF BLDG AREA															
								1,964 SQ FT LIVING AREA															
								2,616 TOTAL EBA															
								252,761 RCN															
								179,460 RCNLD															
								179,460 ADJRCNLD															
								1 TOTAL ID UNIT VALUE															
LN	SE	LEVEL	YR	EFF	AREA	EXTER	USE	WA	EXTERIOR	CN	RHT	INT	INT	INT	INT	PHY	FNC	FNC	FNC	ENG	ENG		
NO	NO	FR	TO	BLT	SIZE	PERM	TYPE	NAME	HT	WALL	TYPE	FNI	PAR	HT	AC	PLB	LGT	CNR	UT	RSN	%GDR	RSN	%GDI

ZONING PRACTICE

NOVEMBER 2009



AMERICAN PLANNING ASSOCIATION

➔ ISSUE NUMBER 11

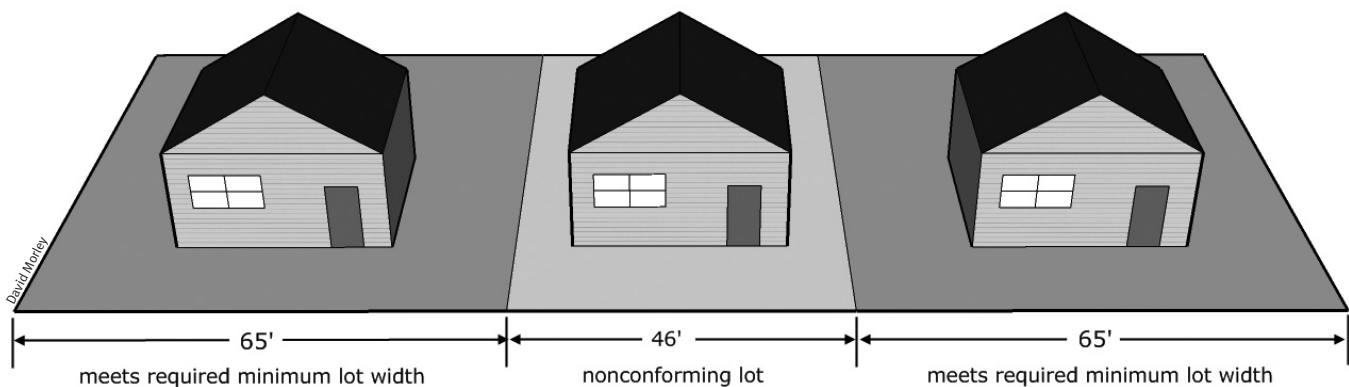
PRACTICE NONCONFORMITIES



Distinguishing Between Detrimental and Benign Nonconformities

By V. Gail Easley, FAICP, and David A. Theriaque

Local governments routinely adopt new or revised zoning regulations to establish minimum standards for the use of land and standards for development on the land.



➔ A nonconforming lot does not comply with current dimensional standards such as minimum area, width, depth, or frontage.

With the adoption of new standards for use and development, many existing uses, structures, site design features, and lots may no longer meet the current standards.

The concept of nonconformities arises from adopting new codes for areas that already have some development, which is the case for almost every jurisdiction in the country. When land is used for activities that are no longer permissible under the zoning regulations, the local government typically allows the preexisting use to continue if it was permissible when it was first established. Likewise, when development is in place and the provisions of the zoning regulations render the lot or one or more site design features out of compliance with current standards, the local government typically “grandfathers” the development if it was in compliance when first established. Grandfathering is another word used to describe nonconformities, which means the local government is granting legal status to the use or development, but with limitations.

An existing use or development that was not in compliance when a local government enacts new regulations is not eligible for grandfathered status. Indeed, each claim of grandfathered status must meet this threshold question: Was the use or development in compliance with the existing regulations? If not, such use or development is not entitled to any protection from the new regulations. Rather, it is subject to code enforcement proceedings to bring it into compliance with the newly adopted regulations.

This issue of *Zoning Practice* addresses legal nonconformities of use and development standards, but does not address signs. There are many issues pertaining to signs, including First Amendment rights, which are too complex to include in this article. Code enforcement of unlawful uses is also a topic for another issue.

WHY DO LOCAL GOVERNMENTS GRANDFATHER USES AND STRUCTURES?

When zoning was in its infancy, planners expected that there would be few nonconformities

and those that existed would naturally go away over time. Because of the nonconformities’ protected status as grandfathered uses, however, they continued to prosper due to the prohibition on other such uses in that zoning district. In essence, such nonconforming uses were provided with monopolies.

Additionally, zoning was perceived as a prospective matter that would not apply to uses which were already in existence. Moreover, in light of the uncertainty regarding whether the courts would uphold zoning regulations, any attempt to apply the new zoning regulations to existing uses and development was perceived as increasing the likelihood that a court would invalidate such regulations. Allowing nonconformities to continue also reduced the amount of public opposition to the concept of zoning regulations.

These concerns hold true today. From a public policy perspective, local governments are rightfully concerned about the public outcry that would occur if grandfathered status was not applied to existing uses and development. Imagine

ASK THE AUTHOR JOIN US ONLINE!

Go online from November 30 to December 11 to participate in our “Ask the Author” forum, an interactive feature of *Zoning Practice*. V. Gail Easley, FAICP, and David Theriaque will be available to answer questions about this article. Go to the APA website at www.planning.org and follow the links to the Ask the Author section. From there, just submit your questions about the article using the e-mail link. The author will reply, and *Zoning Practice* will post the answers cumulatively on the website for the benefit of all subscribers. This feature will be available for selected issues of *Zoning Practice* at announced times. After each online discussion is closed, the answers will be saved in an online archive available through the APA *Zoning Practice* web pages.

About the Authors

V. Gail Easley, FAICP, is an adjunct lecturer in the urban and regional planning program at the University of Florida. In her work as a local government and consulting planner, she has provided services to local, regional, and state governments for 30 years, including growth management, comprehensive planning, and the creation of award-winning land development regulations in unified codes and individual ordinances. She frequently provides training in seminars, conferences, and publications, and is the author of previous *Zoning Practice* articles.

David Theriaque is an attorney representing private-sector and governmental clients regarding land-use planning and growth management law at the state and federal levels. He has been an adjunct professor at Florida State University Department of Urban and Regional Planning and is a frequent lecturer at various conferences on planning and growth management issues. He is a charter life member of the Florida Wildlife Federation and was selected by 1000 Friends of Florida as a “Special Friend of Florida.”

the uproar that would occur if all existing nonconforming uses were required to cease immediately upon the adoption of new zoning regulations.

Similarly, even though the concept of zoning is well established in the court system, the courts protect existing uses and development from immediate compliance with the adoption of new zoning regulations through various legal doctrines such as takings law, vested rights, and concepts of equity and justice.

Despite these good reasons to allow nonconformities to continue, nonconformities often undermine what a community is seeking to achieve when it establishes specific allowable uses and development standards for a zoning district. Therefore, it is important to determine the best way to eliminate, reduce, or continue nonconforming situations.

UNDERSTANDING THE JARGON

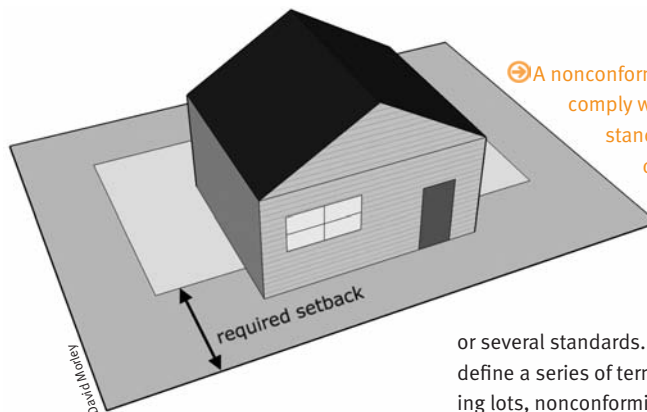
In order to be clear about the concepts, a few terms pertaining to nonconformities are explained here:

Nonconforming use. Use means the activity carried out on the land. When a use is nonconforming, it means that the existing use is not authorized for the zoning district in which it is located. However, even when the use is nonconforming, the structure housing the use is not necessarily nonconforming. In fact, there may be no structures involved at all. For example, a field in an agricultural zone might be used for parking although parking is not an authorized principle use.

A review of the Planning Advisory Service Report 521/522, *A Planners Dictionary*, reveals that many local governments include structures, lots, and site design features within the definition of nonconforming use. However, we make a clear distinction between use and site design or development standards when

- accessory structures, such as dumpsters, pools, pool enclosures, sheds, recreational facilities, or greenhouses.

When new design standards are adopted to govern the location, height, dimensions, number, or other design requirements, existing development may no longer conform to one



applying the term *nonconformity*. We believe it is important to distinguish between the activity (use) and the design standards that apply to buildings, structures, site features, and lots.

Nonconforming development standards.

Site development standards pertain to:

- lots, meaning the area or dimensions;
- structures, primarily the principal building(s) on a site;
- required design features, such as parking lots, loading areas, or stormwater facilities; and

or several standards. Local governments often define a series of terms, such as nonconforming lots, nonconforming parking, nonconforming dimensional requirements, and so forth. The key factor is that all such nonconformities pertain to development or design standards, as distinguished from use.

Detrimental nonconformities. Many people believe that nonconformities are inherently detrimental or cause harm in some way. However, based on our experiences and discussions with practitioners over the last several years, it seems clear that nonconformities may or may not be detrimental. Consequently, we believe that nonconformities should be separated into two categories—“detrimental” and “benign.”

Detrimental nonconformities are those that have a negative impact on the health and safety of the public. Examples include uses involving hazardous materials, such as gasoline stations in single-family neighborhoods; uses that produce significant noise, such as body shops or paint shops; uses that have been deemed incompatible, such as adult entertainment establishments near schools; or uses that have large trip generation characteristics, such as drive-through restaurants.

Detrimental nonconformities clearly have the potential for harm and should be subject to limitations leading to their eventual removal or

not a single concept to be routinely cited as the basis of regulation. Rather, health and safety are the basis of protection from injury, illness, danger, and other harm. Public welfare is concerned with nuisance, economic interests, convenience, and community character. While benign nonconformities may have some negative impact, the local government has determined that the negative impact is small and does not threaten the public health and safety. For example, the amount of deviation from a dimensional requirement may be so small as to be unnoticeable, such as an encroachment of only a few inches into

compliance with all remaining development standards. Such exceptions are not consistent with the idea that the nonconformity should be eliminated eventually.

- *Prohibiting or limiting a change of use* except when the new use is considered conforming or less nonconforming, often based on development standards to support the use. In this latter situation, a good example is parking. When the use requires the same or fewer parking spaces, the impact from the change of use is not increased.
- *Requiring the combination of adjacent nonconforming lots.* When a lot has less area than



Photos by John Svoboda

➔ Detrimental nonconformities threaten the public welfare. Nearby residents no longer have the quiet enjoyment of their homes due to noise, lights, odor, or increased traffic.

modification into compliance with current standards. This concept forms the basis for most regulation of nonconformities.

Benign nonconformities. When development fails to meet current design standards but the nonconformity is not harmful, there is little or no need to limit the development from expansion, redevelopment, or other activities. Local governments often struggle with this issue because, in most cases, *all* nonconformities are treated alike. The authors recommend that local governments establish a second category of nonconformities—benign nonconformities—with different standards that do not necessarily lead to eventual removal of the nonconforming situation. A nonconformity is considered benign when it does not have a negative impact on the health and safety of the public but may have a negative impact on the public welfare. Examples may include a lack of landscaping, too few parking spaces, or minimal deviations from dimensional standards.

The separation of nonconformities into detrimental and benign is based on the idea that “public health, safety, and welfare” is

a required setback. A benign nonconformity can also arise from inconvenience, such as too few parking spaces. The local government should categorize a nonconformity as benign when there is no need to eliminate it to protect the public from harm.

CURRENT APPROACHES TO REGULATING NONCONFORMITIES

Most regulation of nonconformities is based on the eventual elimination of the situation. This approach leads to regulations such as the following:

- *Prohibiting or limiting the expansion of a building* when the building itself is nonconforming or when the building, even though meeting the development standards, houses a nonconforming use. The idea is that, while routine maintenance is permissible, such a limitation will prevent continued investment into a situation that should not exist. However, many local governments allow a building’s expansion if it does not increase the degree of nonconformity. An example is a building with a nonconforming front setback where an expansion is proposed to the rear of the building in

required for development, and the same owner has two or more contiguous lots, a typical regulation requires the lots to be combined to create one conforming lot. On the other hand, many regulations allow the development of a lot that is nonconforming as to area, provided that all other standards for development are met. This latter situation is a good example of the concept of a benign nonconformity.

- *Providing that a discontinued nonconforming use cannot resume.* Local governments set a time limit on the ability of an owner to resume a nonconforming use. Typical regulations allow six months or one year of cessation; at the end of this time only a conforming use is permissible. During the latest economic downturn, however, many nonconforming uses went out of business. To avoid empty properties and encourage another similar—even if nonconforming—business to move in, some local governments have looked for ways to extend that time limit. One way is to consider the use “continuing” if the property is actively offered for sale or rent.
- *Providing that a nonconforming building that is vacant for a specified period of time is*

not reoccupied until the nonconformity is eliminated and the entire site is brought into compliance with the standards. Again, typical regulations allow six months or one year of vacancy before requiring that the building or other development features are brought up to current standards. Similar to the cessation of use situation, many local governments are extending the time limit if properties are actively offered for sale or rent.

- *Requiring that buildings and other development features that are destroyed are reconstructed only in compliance with current standards.* Most local governments allow reconstruction to the current conditions if there is a determination that the loss of the building is not due to an act of nature and that the loss is less than 50 percent of the value of the building. Therefore, a partially destroyed building can be rebuilt in its same nonconforming situation.
- *Amortizing the nonconformity.* In some instances, a local government establishes a time frame within which the nonconformity must cease. The basis for doing so is to allow the property owner an opportunity to recover his

A local government may wish to avoid the creation of nonconformities through greater attention to creating mixed use districts or the use of flexible design standards and overlay districts.

unsafe by the local government, with the result that elimination or reduction of the nonconformity is not the goal. Further, as planning practice moves away from the rigid separation of uses for the sake of strict uniformity within a district, we recognize that variation is not only acceptable but also is often desirable. Compatible development does not demand sameness. Rather, the public seeks and planners provide mixed use options in modern zoning codes. Increasingly, we see the need to focus on impact, character, compatibility, and urban form—which means that a nonconformity may not be unwelcome in a neighborhood.

A local government may wish to avoid the creation of nonconformities through greater attention to creating mixed use districts or the

standards are intended to reflect urban form rather than prescriptive and uniform dimensions. This contemporary approach avoids nonconforming uses and provides diversity and variation in design rather than the sameness planners and the public seek to avoid.

Another approach that we often use is to create an overlay for a specific neighborhood. A typical example is an older subdivision, established when lots and yards were smaller. The current residential zoning district requires a larger lot area, greater lot width, and larger setbacks; all the older houses and lots become nonconforming. Under typical nonconforming standards, additions to the houses are not allowed because the purpose of the nonconforming provisions is to eliminate, not continue



Photos by Kris Morley

⊕ Some nonconforming uses create detrimental impacts to their neighborhoods due to noise, traffic, electronic interference, lights, and odors. These impacts can be compounded by structural nonconformities such as inadequate parking, setbacks, buffers, and landscaping.

economic investment before being required to cease the nonconformity. This approach has been used for many different types of uses, such as gas stations in residentially zoned areas, adult entertainment facilities, junk yards, concrete plants, commercial uses, and billboards. The length of the amortization period is based frequently upon the economic life of the nonconformity.

REGULATING BENIGN NONCONFORMITIES

The distinguishing characteristic of the benign nonconformity is that the type and degree of nonconformity are not considered harmful or

use of flexible design standards and overlay districts. A neighborhood or other identifiable geographic unit may contain uses that would be nonconforming in a traditional zoning district, which seeks uniform uses. However, when nonconforming uses are desirable, the government should consider a mixed use district. This avoids the creation of nonconforming uses and may also achieve a vibrant, diverse neighborhood that benefits the community.

Planning practices include many examples of flexible design standards, such as context-sensitive standards, performance standards, or compatibility standards. Such stan-

and expand, the nonconforming situation. Flexible standards may not be a good fit in this situation. However, the creation of the “old neighborhood overlay,” with standards that recognize the existing situation, keeps a stable neighborhood in conformance and allows property improvements with no special procedures or requirements other than compliance with the overlay standards.

Some practitioners have argued that flexibility is the necessary ingredient in regulating nonconformities. However, we believe that a local government does not need to examine nonconformity on a case-by-case basis. Instead,



Kris Morley

⊖ This message parlor in a low-density residential neighborhood is a detrimental nonconforming use. The traffic, lights, and noise generated by this use can have a harmful effect on the surrounding neighborhood.

the standards in a manner consistent with the public interest.

DISTINGUISHING BETWEEN DETRIMENTAL AND BENIGN NONCONFORMITIES IN THE REGULATIONS

Many local governments adopt regulations for nonconformities and include exceptions to those regulations, as described earlier. This approach does not establish clear bases for the exceptions, which are often added on a piecemeal basis to address a particular situation. We recommend the creation of two categories of nonconformities at the outset. Such distinctions make it clear when the nonconformity must be eliminated to protect the public health and safety and can provide a basis for amortizing the nonconformity. The second category, benign nonconformities, still requires specific consideration, but is not intended for elimination.

Regulations that are adopted after a deliberative process can clearly describe those situations which are both nonconforming and detrimental. In such cases, it should be the policy and goal of the local government to eliminate such nonconformities. A detrimental nonconformity is presumed to be harmful to the abutting properties, the surrounding neighborhood, or the community as a whole. If this is the case, regulations should clearly lead to elimination of the nonconformity for the protection of the public.

Therefore, appropriate regulations for detrimental nonconformities would do the following:

- Prohibit *any expansion* of the principal building, accessory buildings, or site features. Continued investment in the property is contrary to the intent to eliminate the nonconformity.

it can decide up front which situations are detrimental and which, even if not sought out, are at least benign in their impact on the neighborhood. Again, the distinction is that detrimental nonconformities are harmful to the public health and safety while benign nonconformities have a potential negative impact on the public welfare.

Examples of benign nonconformities include:

- De minimis (i.e., negligible) deviations from a dimensional requirement, such as encroaching a few inches into a required setback, with no resulting negative impact on neighborhood character.
- A lot that fails to meet a dimensional or area requirement, but the deviation is small enough that the shortfall does not affect the neighborhood character.
- A change in the list of permissible or conditional uses, or eliminating an existing use that is not, in fact, objectionable. It may seem that the change in listed uses is an indication that those not listed are now objectionable. However, unless every existing lot with its existing use is examined during revision to the list of permissible uses, it is often the case that uses become nonconforming not as a matter of policy, but as a matter of oversight. Often, a use considered objectionable at adoption is no longer considered objectionable in later years as times, customs, and lifestyles change.
- Nonconformities arising from a government action, such as the loss of a required front yard for road widening. While the district regulations may require the yard, most properties along the road have the same situation, so the encroachment does not negatively impact that portion of the neighborhood.

- De minimis deviations from a standard, such as required parking spaces, which do not create a negative impact on the surrounding area.

A local government must decide for itself the degree of deviation from a standard that is de minimis. It must also decide how to define the character of a neighborhood and how much change to a lot, its use, or development would have a negative impact. All such determinations are based on impact to public welfare and not public safety or health, where a stricter standard applies.

Such a determination is not unusual for a local government, as the consideration of impact on neighborhood character and deviation from required standards is routine in variance requests and consideration of conditional uses. In fact, we believe that benign nonconformities are similar to variances in that the end result authorizes a deviation from



John Svoboda

⊕ Benign nonconformities are often unnoticed because the nonconformity is so similar to surrounding uses. Thus, there is no harm to the public in the continuation of the nonconforming situation.

- Prohibit *any addition* of site features, unless such features actually reduce the nonconformity. An example of this would be adding parking when part of the nonconformity is that there are too few parking spaces. Another example is the addition of landscaping, either to the parking lot or the entire site, when part of the nonconformity is failure to have required landscaping.
- Prohibit *any extension* of the use to other parts of buildings or the site that were not occupied by the nonconforming use at the time the regulations changed.
- Prohibit a change of use to any use that is not permissible in the zoning district.
- Establish the shortest feasible time for vacancy before new occupancy requires compliance with the current standards.
- Establish the strictest feasible limit on reconstruction after a disaster to ensure that the reconstruction conforms to current standards.
- Establish the strictest feasible limit on reconstruction following voluntary demolition to ensure that the reconstruction conforms to current standards.

Increasingly, we see the need to focus on impact, character, compatibility, and urban form—which means that a nonconformity may not be unwelcome in a neighborhood.

In contrast, the local government may determine that a benign nonconformity is not harmful to the abutting properties or surrounding neighborhood, but is contrary to the public welfare in some way. Just as a variance is a process to authorize a deviation from development standards, recognition of a benign nonconformity authorizes a deviation from development standards and does not require elimination of the nonconformity.

We further recommend that changes to benign nonconformities should not be permissible by right, but rather must be authorized by a board of adjustment, similar to the process for authorizing a variance. The justification for granting a variance is different than the justification for changes to benign nonconformities. Therefore, a change to property categorized as a benign nonconformity should not be authorized as a variance. However, we recommend that the *process* for the two situations, variances and modifications to benign nonconformities, could be similar.

This procedure ensures an opportunity for public participation and allows for the addition of conditions to approval. For example, a property that is nonconforming due to a de minimis setback deviation and lack of adequate landscaping is eligible for expansion. However, the board can require that the landscaping be brought to current standards as a condition of approval of the building expansion. The setback nonconformity continues unchanged. The public welfare is improved and the property owner can make economic use of the property.

Thus, appropriate regulations for benign nonconformities would do the following:

- Allow expansions of the principal building, accessory buildings, or site features, provided that the expansions are conforming to current standards.
- Allow the addition of site features that conform to current standards.
- Allow extension of the use to other parts of buildings or the site.

- Allow a change of use to a permissible or conditional use in the zoning district.
- Allow vacancy of the property for any period of time, provided that the property is properly maintained to ensure safety.
- Allow reconstruction to restore existing conditions following a disaster.

The idea of categorizing nonconformities as detrimental and benign is a new way of labeling nonconformities, but it is not an altogether new idea. For example, Cape Canaveral, Florida, allows some nonconformities to be modified through a special permit. In establishing this provision, the city recognizes that some nonconformities do not have a detrimental impact on the community. San Leandro, California, has a list of exceptions to nonconformity provisions along with an overlay district for nonconforming situations. Identifying exceptions to the nonconformity provisions is a typical method of addressing benign, or nondetrimental, nonconforming situations. Lowndes County,

Georgia, also has an overlay district to avoid creation of nonconformities, although it is not labeled a nonconforming overlay, as is the case in San Leandro. Lompoc, California, classifies nonconformities into groups A and B to distinguish detrimental from nondetrimental situations.

CONCLUSIONS

This article makes the case for two categories of nonconformities—detrimental and benign—with separate regulations for each category. While the initial basis for nonconformities continues to exist, many local governments are seeking ways to retain and even encourage the continuance of nonconformities that are not harmful or unsafe. The distinction between nonconformities that are detrimental and destined for elimination and nonconformities that are benign and even desirable renders the regulations more meaningful for property owners and easier to administer by the local government.

Cover photo collage designed by Lisa Barton; photos (clockwise): gas sign, © iStockphoto.com/Paul Hart; house, © iStockphoto.com/jtc215; liquor store, John Svoboda; auto repair shop, Kris Morley.

VOL. 26, NO. 11

Zoning Practice is a monthly publication of the American Planning Association. Subscriptions are available for \$85 (U.S.) and \$110 (foreign). W. Paul Farmer, FAICP, Executive Director; William R. Klein, AICP, Director of Research

Zoning Practice (ISSN 1548-0135) is produced at APA. Jim Schwab, AICP, and David Morley, AICP, Editors; Julie Von Bergen, Assistant Editor; Lisa Barton, Design and Production.

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ZONING PRACTICE
AMERICAN PLANNING ASSOCIATION

122 S. Michigan Ave.
Suite 1600
Chicago, IL 60603

1776 Massachusetts Ave., N.W.
Washington, D.C. 20036



DOES YOUR COMMUNITY DISTINGUISH BETWEEN DETRIMENTAL AND BENIGN NONCONFORMITIES?

11



CFN 20110012763
CR BK 24308 PG 0585
RECORDED 01/11/2011 15:49:54
Palm Beach County, Florida
AMT 10.00
Doc Stamp 0.70
Sharon R. Bock, CLERK & COMPTROLLER
Pgs 0585 - 586; (2pgs)

Prepared by and return to:

Derek C. Hamilton
Florida Attorney #0032899
Bingham McHale LLP
2700 Market Tower
10 West Market Street
Indianapolis, IN 46204-4900
Tel: 317-968-5325

Parcel Control #: 24-43-47-09-00-001-0040
Municipality: Highland Beach, FL

QUITCLAIM DEED

This Indenture, made this 30th day of December, 2010, at 8:15 a.m. EST, between (i) Frank P. Troiano, as Trustee of the Frank Troiano Revocable Trust dated September 1, 2008 and Laura Troiano, as Trustee of the Laura Troiano Revocable Trust dated September 1, 2008 (the "Grantors"), both of which have as their post office address 290 Breakwater Drive, Fishers, Indiana 46038 and (i) Frank P. Troiano and Laura Troiano, as husband and wife (the "Grantees"), both of whom have as their post office address 290 Breakwater Drive, Fishers, Indiana 46038:

Witnesseth: That said Grantors, for no consideration do hereby remise, release, and quit-claim unto the Grantees forever, all the right, title, interest, claim, and demand which both the said Grantors have in and to the following described lot, piece of parcel of land, situate, lying and being in the County of Palm Beach, State of Florida, to wit:

The North 67.38 feet of the South 367.38 feet of the North Half of the North Half of Government Lot 1, Section 9, Township 47 South, Range 43 East, Palm Beach County, Florida, subject to right-of-way of State Road A-1-A.

Subject to the easements, restrictions, and reservations of record, if any; zoning ordinances, matters of survey; and taxes payable in the year 2011 and thereafter.

More commonly known as: 4611 South Ocean Blvd., Highland Beach, Florida.

To Have and to Hold the same together with all and singular appurtenances thereunto belonging or in anywise appertaining, and all the estate, right, title, interest, lien, equity, and claim whatsoever of the Grantors, either in law or equity, to the only proper use, benefit, and behalf of the Grantees.

[Remainder of page intentionally left blank; signature page follows]

1548264 / 13243-64054

2

IN WITNESS WHEREOF, Grantor has executed this Quitclaim Deed as of the day and year set forth above.

Signed, sealed and delivered in the presence of:

"GRANTORS"

Print Name Frank D Troiano
Print Name Derek C Hamilton

[Signature]
FRANK P. TROIANO, as Trustee of the FRANK TROIANO REVOCABLE TRUST DATED SEPTEMBER 1, 2008

Print Name Frank D Troiano
Print Name Derek C Hamilton

[Signature]
LAURA TROIANO, as Trustee of the LAURA TROIANO REVOCABLE TRUST DATED SEPTEMBER 1, 2008

STATE OF INDIANA)
COUNTY OF MARION) SS.:

The foregoing instrument was acknowledged before me this 30th day of December, 2010, by FRANK P. TROIANO, in his capacity as Trustee of the FRANK TROIANO REVOCABLE TRUST DATED SEPTEMBER 1, 2008, who is personally known to me or who has produced [Signature] as identification.



[Signature]
Signature of Notary Public
Print Name: _____
State of: _____
My County of Residence: _____
My Commission Expires: _____

STATE OF INDIANA)
COUNTY OF MARION) SS.:

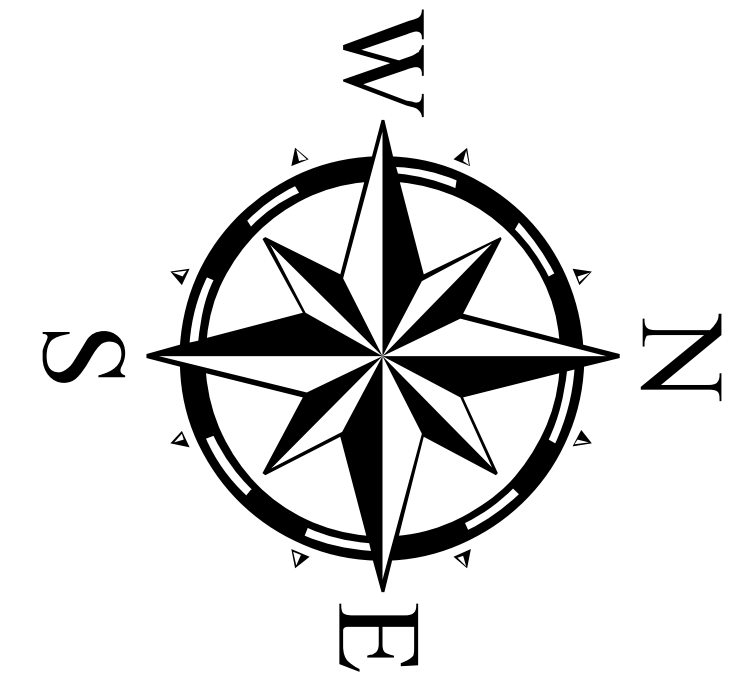
The foregoing instrument was acknowledged before me this 30th day of December, 2010, by LAURA TROIANO, in her capacity as Trustee of the LAURA TROIANO REVOCABLE TRUST DATED SEPTEMBER 1, 2008, who is personally known to me or who has produced [Signature] as identification.



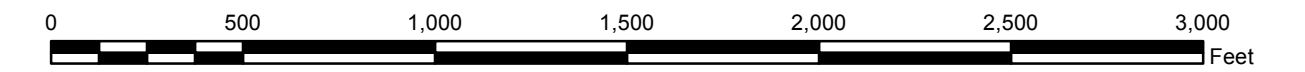
[Signature]
Signature of Notary Public
Print Name: _____
State of: _____
My County of Residence: _____
My Commission Expires: _____



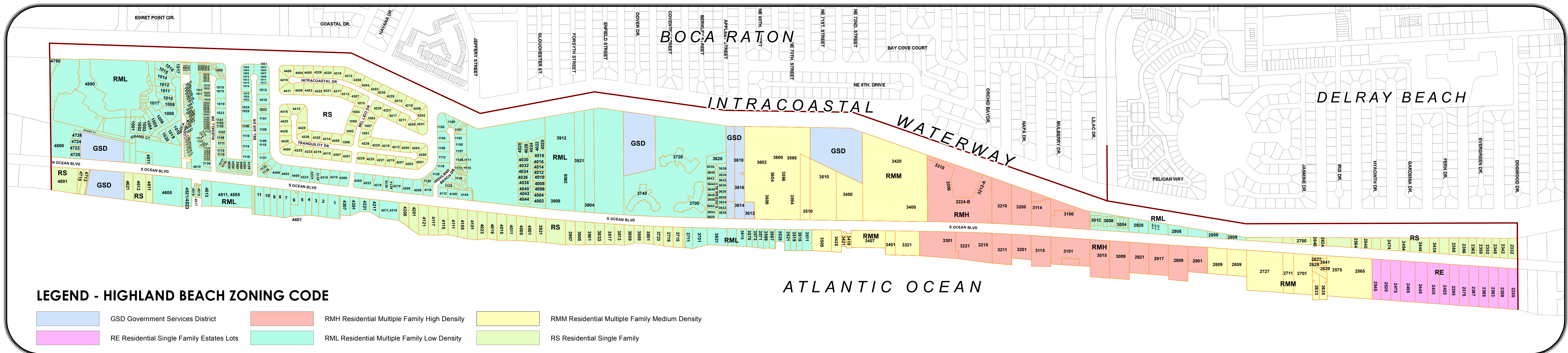
TOWN OF HIGHLAND BEACH OFFICIAL ZONING MAP



SCALE



1 inch = 500 feet



THIS IS TO CERTIFY THAT THIS IS THE OFFICIAL ZONING MAP OF THE TOWN OF HIGHLAND BEACH AS ADOPTED BY ORDINANCE NO. 594, AND IS AN AMENDMENT OF THE OFFICIAL ZONING MAP REFERRED IN SECTION ONE OF ORDINANCE NO. 503 OF THE TOWN OF HIGHLAND BEACH, FLORIDA.

TOWN COMMISSION

BERNARD FEATHERMAN, Mayor

WILLIAM WEITZ, PhD, Vice Mayor

LOUIS P. STERN, Comm.

CARL FELDMAN, Comm.

RHODA ZELNIKER, Comm.

PLANNING BOARD

CAROL STERN, Chair

ILYNE MENDELSON, Vice Chair

RONALD CLARK

STEPHEN GOLDING

HARVEY MART

CHARLES SHANE

WILLIAM SVENSTRUP

ATTESTATION

VALERIE OAKES, Town Clerk

ADOPTED _____

ORDINANCE NO. _____



DOROTHY JACKS
CFA, AAS
Palm Beach County Property Appraiser

Governmental Center - Fifth Floor
301 North Olive Avenue
West Palm Beach, FL 33401
tel 561.355.3230
fax 561.355.3963
pbcgov.org/papa

Geoprocessing Department
Governmental Center-Fifth Floor
301 north Olive Avenue
West Palm Beach, FL 33401
tel 561.355.1558
fax 561.355.3065
mymap@pbcgov.org

PARCEL SPLIT REQUEST

Requests for parcel splits may be submitted by property owners or agents. This request shall be submitted for review to the GIS/Mapping Department at mymap@pbcgov.org. The requirements that follow are minimal and granting the split will remain at the discretion of the Property Appraiser's Office. The split of this parcel may have an impact on taxable value, exemptions, capped value and/or taxes. This office does not determine whether a parcel/s meet legal requirements for development purposes.

- I. To qualify for a split, the parcel/owner must:
 - a) Be current on all property taxes
 - b) Have existed previously as individual parcels either recorded or unrecorded, that were combined at the owner's request, or
 - c) Provide legal descriptions and/or provide a survey if available for each parcel as they would appear after split
 - d) Have approval from the appropriate zoning/planning/community development agency of your jurisdiction
 - e) Have a release of Unity of Title, if applicable

(Note: GIS/Mapping will verify if the property is encumbered.)

II. Property Control Number: _____ Building Yes/No Exemption Yes/No

Required: (check one and give support documentation)

_____ Prior existing parcel _____ Deed _____ Identified by survey

Additional Notes: _____

III. Current Owner(s) or Agent:

Signature: _____ Date: _____

Print Name/Title: _____ Contact Number: _____

Email address: _____

For questions regarding splits, please contact the GIS/Mapping Department at 561.355.1558 or submit form(s) to mymap@pbcgov.org.

Interoffice Recommendation to Proceed: Initials: _____ Dept: _____ Date: _____

Tax Roll Year: _____ Completed date: _____ Initials: _____

ZONING - RML

N 89 23'58" E 120.29'

12' SETBACK

68.06'

ZONING RML

20' SETBACK

VACANT PARCEL
GROUND FLOOR BLG. AREA 2,456 S.F.
POTENTIAL BUILDING AREA FOR
A 2 STORY BLG 4,912 S.F.

40' SETBACK

68.10'

A1A OCEAN AVE.

S 07 31'42" W

12' SETBACK

TOTAL AREA OF
PARCEL 8,187 S.F.
ZONING - RML

N 89 23'58" E 122.75'

ZONING - RML

VACANT PARCEL
4611 S OCEAN BLV.

Charles Putman & Associates, Inc.

Land Planning Services

PLANNING

Page 102

PERMITTING



Sold To:

Town of Highland Beach - CU00398185
3614 So. Ocean Blvd.
Highland Beach,FL 33487

Bill To:

Town of Highland Beach - CU00398185
3614 So. Ocean Blvd.
Highland Beach,FL 33487

Published Daily

Fort Lauderdale, Broward County, Florida
Boca Raton, Palm Beach County, Florida
Miami, Miami-Dade County, Florida

State Of Florida
County Of Orange

Before the undersigned authority personally appeared
Rose Williams, who on oath says that he or she is a duly authorized representative of the SUN- SENTINEL,
a DAILY newspaper published in BROWARD/PALM BEACH/MIAMI-DADE County, Florida; that the
attached copy of advertisement, being a Legal Notice in:

The matter of 11720-Notice of Public Meeting .
Was published in said newspaper by print in the issues of, and by publication on the
newspaper’s website, if authorized on Jan 21, 2024
SSC_Notice of Public Meeting
Affiant further says that the newspaper complies with all legal requirements for
publication in Chapter 50, Florida Statutes.



Signature of Affiant

Sworn to and subscribed before me this: January 22, 2024.



Signature of Notary Public



Name of Notary, Typed, Printed, or Stamped
Personally Known (X) or Produced Identification ()

Affidavit Delivery Method: E-Mail
Affidavit Email Address: lgaskins@highlandbeach.us
7564777

**TOWN OF HIGHLAND BEACH
NOTICE OF PUBLIC HEARING**

YOU ARE HEREBY NOTIFIED that the Board of Adjustment and Appeals Board of the Town of Highland Beach will conduct a public hearing on Wednesday, January 31, 2024 at 9:30 AM and the Town Commission will conduct a public hearing on Tuesday, February 20, 2024 at 1:30 PM in the Community Room of the Highland Beach Library located at 3618 South Ocean Boulevard, Highland Beach, Florida to consider the following:

APPLICATION NO. 23-2790 BY FRANK AND LAURA TROIANO FOR A VARIANCE FROM SECTION 30-103(D) AND SECTION 30-64 OF THE TOWN CODE OF ORDINANCES TO CREATE A LOT WITH A MINIMUM LOT WIDTH OF 68.06 FEET IN LIEU OF THE REQUIRED 80 FOOT MINIMUM LOT WIDTH FOR A SINGLE-FAMILY DWELLING IN THE RESIDENTIAL MULTIPLE FAMILY LOW DENSITY (RML) ZONING DISTRICT FOR THE PROPERTY LOCATED AT 4611 SOUTH OCEAN BOULEVARD (WEST SIDE OF STATE ROAD A1A).

The application is available for inspection in the Town Clerk's Office at Town Hall, Monday through Friday during normal business hours of 8:30 A.M. to 4:30 P.M. and will be on the Town's website at <https://highlandbeach-fl.municodemeetings.com/> no later than Friday, January 26, 2024.

Any person that decides to appeal any decision made by the Planning Board with respect to any matter considered at this meeting, such person will need to ensure that a verbatim record of the proceeding is made, which includes the testimony and evidence upon which the appeal is based. The Town of Highland Beach does not provide such a record.

In accordance with the Americans with Disabilities Act, persons who need special accommodation to attend or participate in this meeting should contact the Town Clerk's Office at (561) 278-4548 at least 48 hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1-800-955-8770 or 1-800-955-8771.

For additional information, please contact the Town Planner at (561) 278-4540.
TOWN OF HIGHLAND BEACH, BUILDING DEPARTMENT
1/21/24 7564777

**Town of Highland Beach
Town Commission Variance (BOAA)
Application No. 23-2790**



**Applicant: Frank & Laura Troiano
Property Address: 4611 S. Ocean Blvd
Highland Beach, Florida 33487**

CERTIFICATE OF MAILING AFFIDAVIT

I hereby certify that the Town Clerk's Office mailed a copy of the Notice of Public Hearing (Exhibit A) for Application No. 23-2790 for the property located at 4611 S. Ocean Blvd., Highland Beach, Florida 33487, by U.S. first-class and international mail to:

All property owners and properties owned by a condominium association president and the association's registered agent within 500 feet of the property located at 4611 S. Ocean Blvd, Highland Beach, Florida 33487.

The mailings consisted of 54 notices that were sent first class mail and 02 notices that were sent by International Mail.

This 16th day of January 2024.

Highland Beach Town Clerk's Office

Jaclyn DeHart
Deputy Town Clerk



TOWN OF HIGHLAND BEACH NOTICE OF PUBLIC HEARING APPLICATION NO. APP23-2790

January 15, 2024

Dear Property Owner:

This is to notify you that the **BOARD OF ADJUSTMENT AND APPEALS** of the Town of Highland Beach will conduct a public hearing on **Wednesday, January 31, 2024 at 9:30 AM** and the **Town Commission** will conduct a public hearing on **Tuesday, February 20, 2024 at 1:30 PM** in the Community Room of the Town Library located at 3618 South Ocean Boulevard, Highland Beach, Florida to consider the following application:

APPLICATION NO. 23-2790 BY FRANK AND LAURA TROIANO FOR A VARIANCE FROM SECTION 30-103(D) AND SECTION 30-64 OF THE TOWN CODE OF ORDINANCES TO CREATE A LOT WITH A MINIMUM LOT WIDTH OF 68.06 FEET IN LIEU OF THE REQUIRED 80 FOOT MINIMUM LOT WIDTH FOR A SINGLE-FAMILY DWELLING IN THE RESIDENTIAL MULTIPLE FAMILY LOW DENSITY (RML) ZONING DISTRICT FOR THE PROPERTY LOCATED AT 4611 SOUTH OCEAN BOULEVARD (WEST SIDE OF STATE ROAD A1A).

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For additional information, please contact the Town Planner at (561) 278-4540.

TOWN OF HIGHLAND BEACH, BUILDING DEPARTMENT

File Attachments for Item:

B. Approve the recommendation of the Selection Committee and authorize Town Staff to initiate negotiations with the top five (5) ranked firms in accordance with RFQ No. 24-001 for Continuing Professional Consulting Services (CCNA).



TOWN OF HIGHLAND BEACH AGENDA MEMORANDUM

MEETING TYPE: Town Commission Meeting

MEETING DATE *2/20/2024*

SUBMITTED BY: Skender Coma, Management Analyst

SUBJECT: AUTHORIZATION TO INITIATE NEGOTIATIONS WITH THE TOP FIVE (5) RANKED FIRMS FOR RFQ NO. 24-001: CONTINUING PROFESSIONAL CONSULTING SERVICES (CCNA)

SUMMARY:

On January 10th, 2024, the Support Services Department received and unsealed eight (8) qualification statements in response to the RFQ for Continuing Professional Consulting Services (CCNA), which the Support Services Department reviewed to ensure the qualification statements met the RFQ's minimum requirements. All eight were deemed responsible and responsive and were presented to the Selection Committee for review.

On February 1st, 2024, the Selection Committee convened to submit their scoring based on the criteria established in the RFQ. Selection Committee members Jeff Remas, Matt Welhaf, and Sergio Gonzalez reviewed, scored, and ranked the qualification statements as follows:

1. Baxter & Woodman, Inc.
2. Hazen and Sawyer
3. Colliers Engineering & Design
4. Craig A. Smith & Associates
5. Caulfield & Wheeler Inc.
6. PGAL, Inc.
7. Avirom & Associates, Inc.
8. Reina Engineering, LLC

The Selection Committee was unanimous in their decision to finalize the rankings and proceed with recommending the award of contracts to the top five (5) ranked firms.

FISCAL IMPACT:

N/A (Dependent on individual task orders)

ATTACHMENTS:

Selection Committee final scores and ranking

RFQ No. 24-001

All submitted qualification statements

RECOMMENDATION:

Approve the recommendation of the Selection Committee and authorize staff to initiate negotiations with the top five (5) ranked firms in accordance with RFQ No. 24-001 for Continuing Professional Consulting Services (CCNA).

RFQ FOR CONTINUING PROFESSIONAL CONSULTING SERVICES (CCNA)

RFQ No. 24-001

SUMMARY OF REVIEWERS SCORES - SELECTION COMMITTEE MEETING (RANKING) - 2/1/24 at 2:00 PM

	Personnel Qualifications	Past Experience	Approach to Project Management	Resources, Availability, and Commitment	References	Certified Minority Business Enterprise	Individual Score Totals	TOTALS	RANK
	MAX - 25	MAX - 20	MAX - 20	MAX - 20	MAX - 10	MAX - 5	MAX - 100 Per Person	MAX - 300	
Avirom & Associates, Inc.									
Matt Welhaf	25.0	20.0	18.0	18.0	10.0	0.0	91.0	228.0	7
Sergio Gonzalez	10.0	10.0	5.0	8.0	10.0	0.0	43.0		
Jeff Remas	25.0	20.0	20.0	19.0	10.0	0.0	94.0		
Baxter & Woodman, Inc.									
Matt Welhaf	25.0	20.0	18.0	20.0	10.0	0.0	93.0	279.0	1
Sergio Gonzalez	25.0	20.0	19.0	17.0	10.0	0.0	91.0		
Jeff Remas	25.0	20.0	20.0	20.0	10.0	0.0	95.0		
Caulfield & Wheeler Inc.									
Matt Welhaf	25.0	20.0	18.0	18.0	8.0	0.0	89.0	248.0	5
Sergio Gonzalez	20.0	12.0	10.0	16.0	8.0	0.0	66.0		
Jeff Remas	25.0	20.0	20.0	20.0	8.0	0.0	93.0		
Colliers Engineering & Design									
Matt Welhaf	25.0	20.0	20.0	20.0	10.0	0.0	95.0	257.0	3
Sergio Gonzalez	15.0	15.0	15.0	12.0	10.0	0.0	67.0		
Jeff Remas	25.0	20.0	20.0	20.0	10.0	0.0	95.0		
Craig A. Smith & Associates									
Matt Welhaf	25.0	20.0	20.0	17.0	8.0	0.0	90.0	253.0	4
Sergio Gonzalez	19.0	17.0	17.0	12.0	8.0	0.0	73.0		
Jeff Remas	24.0	20.0	20.0	18.0	8.0	0.0	90.0		
Hazen and Sawyer									
Matt Welhaf	25.0	20.0	20.0	18.0	10.0	0.0	93.0	277.0	2
Sergio Gonzalez	25.0	20.0	20.0	14.0	10.0	0.0	89.0		
Jeff Remas	25.0	20.0	20.0	20.0	10.0	0.0	95.0		
PGAL, Inc.									
Matt Welhaf	25.0	20.0	17.0	10.0	10.0	0.0	82.0	233.0	6
Sergio Gonzalez	15.0	18.0	10.0	5.0	10.0	0.0	58.0		
Jeff Remas	24.0	20.0	20.0	19.0	10.0	0.0	93.0		
Reina Engineering, LLC									
Matt Welhaf	25.0	20.0	17.0	10.0	6.0	0.0	78.0	191.0	8
Sergio Gonzalez	5.0	7.0	8.0	5.0	6.0	0.0	31.0		
Jeff Remas	22.0	18.0	19.0	17.0	6.0	0.0	82.0		

REQUEST FOR QUALIFICATIONS

FOR

**CONTINUING PROFESSIONAL ENGINEERING, ARCHITECTURAL,
LANDSCAPE ARCHITECTURAL, SURVEYING AND MAPPING
CONSULTING SERVICES (CCNA)**

RFQ No.: 24-001

RFQ DUE DATE: January 10, 2024

RESPONSES DUE NO LATER THAN 2:00 P.M.

TOWN OF HIGHLAND BEACH

TOWN HALL

3614 SOUTH OCEAN BLVD.

HIGHLAND BEACH, FL 33487

**REQUEST FOR QUALIFICATIONS
FOR
CONTINUING PROFESSIONAL CONSULTING SERVICES (CCNA)**

RFQ No.: 24-001

Pursuant to Section 287.055, Florida Statutes (Consultants' Competitive Negotiation Act or "CCNA"), the Town of Highland Beach is soliciting qualification statements from interested and qualified engineering, architectural, landscape architectural, surveying and mapping firms to provide consulting services on a continuing contract basis to the Town. Awarded firms may be requested to assist the Town in internal studies for future capital improvement projects. A list of upcoming potential projects is provided under "Exhibit A," attached hereto. The initial term shall be five (5) years, with three (3) one-year mutual renewal options.

Qualification statements must be received by 2:00 P.M. on January 10, 2024, in a sealed envelope clearly labeled "RFQ # 24-001: **CONTINUING PROFESSIONAL CONSULTING SERVICES (CCNA)**" and delivered to:

**Town of Highland Beach Clerk's Office
c/o Skender Coma, Management Analyst
3614 South Ocean Blvd., Highland Beach, FL 33487**

LOBBYING / CONE OF SILENCE

Consistent with the requirements of Chapter 2, Article VIII, Lobbyist Registration, of the Palm Beach County Code of Ordinances, Highland Beach imposes a cone of silence. A cone of silence shall be in effect as of the deadline to submit the proposal, bid, or other response and shall remain in effect until the Town Commission awards or approves a contract, rejects all bids, proposals or responses, or otherwise takes action that ends the solicitation process. While the cone of silence is in effect, no Firm or its agent shall directly or indirectly communicate with any member of the Town Commission or staff, the Town Manager or any employee of Highland Beach authorized to act on behalf of Highland Beach in relation to the award of a particular contract or member of the Selection Committee in reference to the solicitation, with the exception of the Management Analyst or his designee. (Section 2-355 of the Palm Beach County Code of Ordinances) Failure to abide by this provision may serve as grounds for disqualification for award of a contract to the Firm. Further, any contract entered in violation of the cone of silence shall render the transaction voidable.

The cone of silence shall not apply to oral communications at any public proceeding, including pre-proposal conferences, oral presentations before Selection Committees, contract negotiations during any public meeting, presentations made to the Town Commission, and protest hearings. Further, the cone of silence shall not apply to contract negotiations between any employee and the intended awardee, any dispute resolution process following the filing of a protest between the person filing the protest and any employee, or any written correspondence with Highland Beach as may be permitted by the competitive solicitation. Additionally, the cone of silence shall not

apply to any purchases made in an amount less than the competitive solicitation threshold set forth in the Purchasing Manual.

Any questions relative to any item(s) or portion of this RFQ should be directed to Skender Coma, Management Analyst, E-mail scoma@highlandbeach.us.

PURPOSE:

The Town of Highland Beach seeks to enter into agreements with licensed and qualified engineering, architectural, landscape architectural, surveying and mapping firms to assist in the implementation of projects that may relate to road and infrastructure construction, rate studies, GIS, water plant improvements, water quality issues, design and construction of facilities or parts thereof, or any other projects that require professional consulting services as assigned. A list of upcoming potential projects is provided in Exhibit "A" attached hereto.

Section 287.055, Florida Statutes, requires the Town of Highland Beach to assess the consultants' qualifications to perform the requested work prior to their employment. The information submitted in response to this Request for Qualifications (RFQ) will be used by the Town to make this determination. Selected Firms may then be invited to make presentations to the selection committee, at a future date (if the committee determines additional information about the Firm is necessary).

Assignment of tasks to the selected consultant will be at the sole discretion of the Town. The Town may choose to select another Firm or use in-house staff to perform any of the above-described items in whole or in part. Task assignments will be subject to scope definition and fee negotiation on a task-by-task basis. No minimum amount of professional service or compensation is guaranteed to the selected Firm.

RFQ OPENING:

Sealed qualification statements will be received in the Town Clerk's Office, Town of Highland Beach, 3614 South Ocean Blvd., Highland Beach, FL 33487 by: **January 10, 2024, no later than 2:00 P.M. (local time).**

RFQ's will be opened in: **TOWN LIBRARY COMMUNITY ROOM
3618 South Ocean Blvd.
Highland Beach, FL 33487
(Unless otherwise designated)**

Contact: **Skender Coma, Management Analyst**
Telephone: 561-278-4548; Email: scoma@highlandbeach.us

Office Hours: **MONDAY – FRIDAY, 8:30 A.M. – 4:30 P.M.**

ATTENTION ALL INTERESTED RESPONDENTS:

Copies of this solicitation package may be obtained from DemandStar at www.demandstar.com. DemandStar distributes the Town's solicitations through electronic download. Paper copies of this solicitation may be requested from the Town Clerk's Office by calling (561) 278-4548. Respondent(s) who obtain copies of this solicitation from sources other than DemandStar risk not receiving certain addenda issued in connection with this solicitation. It the sole responsibility of

every Firm to verify with the Town whether any addenda have been issued prior to submittal of a qualification statement.

THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK.

**REQUEST FOR QUALIFICATIONS
FOR
CONTINUING PROFESSIONAL CONSULTING SERVICES (CCNA)**

RFQ No.: 24-001

Section 1 – SUBMITTAL INFORMATION

A. The Town of Highland Beach will receive qualification statements in response to this RFQ until January 10, 2024, at 2:00 P.M. (LOCAL TIME) in the Town Clerk's Office located at Town Hall, 3614 South Ocean Blvd., Highland Beach, FL 33487.

B. Any responses received after the above-stated time and date will not be considered. It shall be the sole responsibility of the Firm to have its response delivered to the Town Clerk's Office for receipt on or before the above-stated time and date. It is recommended that responses be sent by an overnight air courier service or some other method that creates proof of submittal. Responses that arrive after the above-stated deadline for any reason, including but not limited to a delay by the mail service, shall not be considered, shall not be opened at the public opening, and arrangements shall be made for their return at the Firm's request and expense. The Town reserves the right to consider submittals that have been determined by the Town to be received late due solely to mishandling by the Town after receipt of the proposal and prior to the award being made.

C. If any addenda are issued to this RFQ, the Town will attempt to notify all prospective Firms who have secured their documents through Demandstar; however, it shall be the responsibility of each Firm, prior to submitting its proposal, to contact the Town Clerk's Office at (561) 278-4548 to determine if any addenda were issued and to make any addendum acknowledgments as part of their RFQ response.

D. **One (1) original, so marked, three (3) copies, and one (1) electronic copy on a USB "thumb" drive** of the proposal shall be submitted in one sealed package clearly marked on the outside **"RFQ #24-001: CONTINUING PROFESSIONAL CONSULTING SERVICES (CCNA)"** to: Town of Highland Beach Clerk's Office, c/o Skender Coma, Management Analyst, 3614 South Ocean Blvd., Highland Beach, Florida 33487.

E. Responses shall clearly indicate the legal name, address, and telephone number of the Firm (Firm, corporation, partnership or individual). Responses shall be signed above the typed or printed name and title of the signer. The signer shall have the authority to contractually bind the Firm to the submitted proposal. Each Firm must note its Federal I.D. number on its submittal.

F. All expenses for preparing proposals submitted in response to this RFQ are to be borne by the Firm.

G. Each Firm, by submission of a qualification statement in response to this RFQ, acknowledges that in the event of any legal action challenging the award of a Contract pursuant to this RFQ, damages, if any, shall be limited to the actual cost of the preparation of the qualification statement.

**REQUEST FOR QUALIFICATIONS
FOR
CONTINUING PROFESSIONAL CONSULTING SERVICES (CCNA)**

RFQ No.: 24-001

Section 2 – PROPOSAL SUBMISSION REQUIREMENTS

A. General Requirements. The purpose of the qualification statement submitted in response to this RFQ is to demonstrate the qualifications, competence, and capacity of the Firms seeking to undertake the requirements of this Request for Qualifications. As such, the substance of the response to the RFQ will carry more weight than its length, form, or manner of presentation. The qualification statement should demonstrate the qualifications of the Firm and the staff to be assigned to his engagement. It should also specify an approach that will meet or exceed the Request for Qualifications requirements.

The selected Firms shall provide sufficient organization, personnel, and management to carry out the requirements of this RFQ in an expeditious and economical manner, consistent with the needs of the Town. Additionally, the selected Firm must be prepared to furnish evidence of having a minimum of ten (10) years' experience with the successful completion of the services specified within this RFQ.

B. Certification and Licenses. Firms must include with their qualification statements copies of all applicable certificates and licensing, or business permits related to the Work specified herein.

C. Insurance. The Firm shall, at its sole expense, agree to maintain in full force and effect at all times during the life of the resulting Agreement, insurance coverages, limits, including endorsements, as described herein. The requirements contained herein, as well as Town's review or acceptance of insurance maintained by the awarded service provider, are not intended to and shall not in any manner limit or qualify the liabilities and obligations assumed by the Firm under the contract.

(a) Commercial general liability in the amount of \$1,000,000 per occurrence and \$2,000,000 aggregate covering bodily injury and property damage resulting from the activities connected with this service. The Town of Highland Beach shall be endorsed as an Additional Insured to the Commercial General Liability. The Additional Insured endorsement shall read Town of Highland Beach, including, all Officers, Employees, Elected and Appointed Officials are endorsed as an additional insured. The Firm shall agree the Additional Insured endorsements provide coverage on a primary basis.

(b) Workers' Compensation and Employers Liability Insurance covering all employees engaged in the work under the Agreement, in accordance with the laws of the State of Florida. The amount of Employers Liability Insurance shall not be less than \$100,000 each accident, \$100,000 each employee for disease, and \$500,000 disease aggregate.

(c) Automobile Liability at a limit of liability not less than \$1,000,000 Each Occurrence for all owned, non-owned and hired automobiles. In the event the Firm does not own any automobiles, the Business Auto Liability requirement shall be amended allowing the Firm to agree to maintain only Hired & Non-Owned Auto Liability. This amended requirement may be satisfied by way of

endorsement to the Commercial General Liability, or separate Business Auto coverage form. The Firm shall agree this coverage shall be provided on a primary basis.

(d) In addition to the above limits, the Firm shall provide an umbrella or excess liability policy of at least \$1,000,000.

The Firm shall agree, by submitting a Proposal, to a Waiver of Subrogation for each required policy. When required by the insurer, or should a policy condition not permit an Insured to enter into a pre-loss agreement to waive subrogation without an endorsement, then the Firm shall agree 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, in which a condition to the policy specifically prohibits such an endorsement, or voids coverage should the insured enter into such an agreement on a pre-loss basis.

The Town reserves the right to review, modify, reject, or accept any required policies of insurance, including limits, coverages, or endorsements, herein from time to time throughout the life of the resulting Agreement. The Town reserves the right, but not the obligation, to review and reject any insurer providing coverage because of its poor financial condition or failure to operate legally.

During the life of the Agreement, the successful Firm shall provide at its own cost and expense and maintain all insurance listed above. Proof of insurance is required before the Agreement is signed. It shall be the responsibility of the successful Firm to ensure that all subcontractors comply with all of the insurance requirements.

A 30-day written notice of cancellation, non-renewal or modification of any stipulated insurance shall be mailed to the Clerk's Office, return receipt requested mail. Note: 10-day Notice of Non-Payment is acceptable if Certificate of Insurance indicates 30-day notice for cancellation, non-renewal, or modifications.

The successful Firm's liability insurance coverage shall extend to and include the following contractual indemnity and hold harmless agreement:

The Firm shall indemnify, hold harmless and defend at its sole cost the Town of Highland Beach and any other person or entity that becomes a Named Insured, as outlined herein, their respective officers, agents, and employees, against and assume all liability for any and all claims, suits, actions, damages, liabilities, expenditures, or causes of action of any kind arising from the services authorized in this Agreement and resulting or occurring from any alleged negligence, act omission or error of the Firm, its agents or employees and/or arising from the failure of the Firm, its agents, or employees to comply with each and every requirement of this Agreement or with any Town, county, state, or federal law or regulation applicable to the service provided resulting in or relating to bodily injury, loss of life or limb, or damage to property sustained by any person, Firm, corporation, or other business entity.

The foregoing indemnity agreement shall apply to any and all claims and suits other than claims and suits arising out of the sole and exclusive negligence of the Named Insured, their officers, agents, and employees as determined by a court of competent jurisdiction. The successful Firm shall obtain and maintain contractual liability insurance in adequate limits for the sole purpose of protecting the Town and the Named Insureds under the hold harmless agreement from any and all claims arising out of the operations authorized by this Agreement.

Insurance coverage required by this Request for Qualifications shall be in force throughout the Agreement term. Should the successful Firm fail to provide acceptable evidence of current insurance within seven (7) days of receipt of written notice at any time during the term of the Agreement, the Town shall have the right to consider the Agreement breached and shall have the right to immediately terminate the Agreement.

D. Detailed Proposal. The detailed proposal shall follow the order set forth as outlined below and come before the required submittal forms listed in this solicitation.

1. Letter of Interest

The Letter of Interest shall be a maximum of one (1) page that summarizes the Firm's primary qualifications and a firm commitment to provide the proposed services. The Letter of Interest shall be signed by the person authorized to bind the Firm to the submitted proposal.

2. Personnel Qualifications (Maximum Potential Points – 25)

The Firm shall name the actual Project Manager assigned to the Town and other key staff to be assigned to projects. Indicate specific members of the Firm who will have primary responsibility for the Town's contract and provide a brief resume for each, including any professional licensing and/or certifications. Also indicate all key individuals and their roles and/or areas of expertise.

3. Past Experience (Maximum Potential Points – 20)

The Firm will be expected to demonstrate its experience with projects of similar scope. Detail project experience with other municipalities and/or any government agencies. The Firm must provide evidence of a minimum of ten (10) years of experience providing Professional Consulting Services of similar scope. Previous experiences in similar projects should highlight project management style and quality and completeness of work.

4. Approach to Project Management (Maximum Potential Points – 20)

The Firm shall detail approach to be utilized in managing projects including, but not limited to, coordination with other government agencies. The Firm shall explain in detail their approach to Professional Consulting Services from initial involvement and consultation, and including contract document preparation, through work orders as assigned by the Town, monitoring projects, including how the Firm will address Town deadlines and budgetary limitations.

5. Resources, Availability, and Commitment (Maximum Potential Points – 20)

The Firm shall demonstrate a commitment to completing assigned projects on time and within budget. The Firm must be able to demonstrate flexibility and attentiveness to the Town. The Firm must list all projects currently under contract and display the ability to add the Town to their current workload while maintaining a high level of responsiveness and availability. Detail available resources and support, number of personnel assigned to each project, and use of technology; an indication of the resources and the necessary working capital available and how it will relate to the Firm's financial stability through the completion of the work assigned through the agreement, as well as its ability to meet time and budget requirements of the Town.

6. References (Maximum Potential Points – 10)

7. Certified Minority Business Enterprise (Maximum Potential Points – 5)

The Firm shall, if applicable, provide their Minority Business Enterprise Certificate as issued by the State of Florida Office of Supplier Diversity.

Preparation of the RFQ:

This Request for Qualifications (also referred to as “RFQ”) provides the complete set of terms and conditions, specifications, and proposal forms for the required goods and/or services.

SUBMITTAL FORMS – Firms must complete and submit the required forms for submittal to be considered a valid response.

- Firm’s Acknowledgement
- Services to be Considered
- Confirmation of a Drug-Free Workplace
- Acknowledgement of PBC Inspector General
- Scrutinized Companies Certification Form
- Public Entity Crimes Sworn Statement
- Acknowledgment of Addendum(s) (if applicable)
- Schedule of Sub-Consultants (if applicable)
- Statement of No RFQ (if applicable)
- References

Additionally

Submit current Florida Professional License, including evidence of possession of required licenses or business permits.

Submit proof of Professional Liability Insurance at the levels in this RFQ.

Submit any Supplemental information relative to this RFQ.

All forms must be completed in full and include a manual signature, in ink, where applicable. The signature must be of an authorized representative who has the legal ability to bind the proposer in contractual obligations. Unsigned qualification statements will not be accepted.

All forms must be typed or legibly printed in ink. Use of erasable ink is not permitted. All corrections made by a proposer to any part of a form must be initialed in ink. It is a Firm’s sole responsibility to assure that its qualification statement is complete and delivered at the proper time and place of the RFQ opening.

**REQUEST FOR QUALIFICATIONS
FOR
CONTINUING PROFESSIONAL CONSULTING SERVICES (CCNA)**

RFQ No.: 24-001

Section 3 – EVALUATION OF PROPOSALS

EVALUATION OF PROPOSALS

Selection will be in accordance with the requirements of the CCNA (Section 287.055, Florida Statutes). The Selection Committee will review and evaluate all qualification statements submitted in response to this solicitation. The Committee shall conduct a preliminary evaluation of all responses based on the information provided and other evaluation criteria as set forth in this solicitation. The selection of the best-qualified Firms will be based on whether the Firms are responsible and responsive to this solicitation, and will be evaluated by the Selection Committee pursuant to those responses, as follows:

The determination shall be based upon the following criteria and respondents shall provide, as a minimum, the information listed under each criterion.

<u>Evaluation Criteria</u>	<u>Maximum Potential Points</u>
Personnel Qualifications	25
Past Experience	20
Approach to Project Management	20
Resources, Availability, and Commitment	20
References	10
<u>Certified Minority Business Enterprise</u>	<u>5</u>
Total	100

A. Evaluation Process

1. The Selection Committee will review each written submission for compliance with the requirements of the RFQ, including verifying that each Qualification Statement includes all documents required. In addition, the Selection Committee will ascertain whether the Firm is qualified to render the required services according to State law and regulations and the requirements of this RFQ.

2. In the event less than five (5) Firms submit responses to the RFQ or less than five (5) are deemed qualified by the Selection Committee, then the Town, in the sole exercise of its discretion, shall decide whether to proceed with the lesser number of Firms. If the decision is to re-advertise, and after a subsequent re-advertisement resulting in less than five (5) qualified Firms, then the Town shall proceed hereunder with the qualified Firms.

3. The Selection Committee will score and rank all responsive Firms and Qualification Statements based on the requirements of the RFQ and determine a shortlist of a minimum of five (5) Firms deemed to be the most qualified to perform the required services.

4. The Selection Committee will recommend to the Town Commission to enter a contract with the five (5) top-ranked Firms and may conduct discussions, and interviews, or require presentations from the shortlisted Firms. Upon completion of the discussions, interviews, or presentations, the Selection Committee may re-evaluate, re-rate, and re-rank the Firms based on the evaluation criteria listed above.

5. The Town Commission may approve the ranking or require public presentations by the top three Firms to determine the final ranking.

6. Upon approval of the final ranking by the Town Commission, the Town will negotiate an Agreement with the five (5) top-ranked Firms. Assuming the successful negotiation of an Agreement, the final Agreement will be submitted to the Town Commission for its consideration and approval.

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**REQUEST FOR QUALIFICATIONS
FOR
CONTINUING PROFESSIONAL CONSULTING SERVICES (CCNA)
RFQ No.: 24-001**

SCOPE OF WORK:

In accordance with Section 287.055, Florida Statutes (Consultants' Competitive Negotiation Act), the Town invites qualified Firms to submit qualification statements for consideration for Professional Consulting Services as requested by the Town of Highland Beach. The Town is seeking to engage for various engineering disciplines including, but not limited to:

- Engineering
- Architecture
- Landscape Architecture
- Electrical Engineering
- Right-of-way and Traffic Engineering
- Construction Engineering
- Civil Engineering
- Environmental Permitting and Engineering
- Preparation of Plans and Specifications
- Construction Management
- Construction Inspection Engineering
- Design and/or Construction Supervision and Administration
- Engineering Plan Review
- Geographic Information Systems (GIS) for engineering, utilities, and development Services

Awarded firms shall be expected to perform the following tasks:

1. Condition Assessment, Design, Permitting, and Estimating Probable Construction Costs; Bid Document Preparation, Bidding Assistance, Construction Management, Oversight, and Inspection (as necessary); As-Built and Operation and Maintenance Plan Preparation for various public infrastructure improvement projects.

2. Engineering peer review of plans and documents for private site developments, including offsite improvements in connection with private site developments. Attendance at Development Review Committee meetings and other on-site meetings may be necessary.
3. Traffic Data Collection, including but not limited to, studies on traffic volume, travel time and delays, speed studies, and roadway feature inventories.
4. Engineering planning studies to include but not limited to stormwater infrastructure planning and analysis, sidewalk needs assessment and planning studies, capital improvements and infrastructure rehabilitation master planning, and other miscellaneous engineering planning studies.
5. Procurement preparation in consultation with Town staff.
6. Consultation and assistance in preparation of local, state, and federal grant or legislative appropriation applications to fund capital projects, as well as provide such services upon any award of such grants or appropriations.
7. Attendance at Town Commission and Board meetings, including Planning and Zoning Board meetings, and Community Appearance Board meetings, as well as public workshops, as necessary.
8. The Town reserves the right to expand the original scope of work to include other related projects and processes consistent with the qualifications of the professional.
9. The principal of the Firm will act as the Town Engineer.
10. The Firm shall comply with all Federal, State, and Local laws or ordinances applicable to the work.
11. All representatives of the Firm will cooperate fully with the Town in the scheduling and coordination of all phases of work assignments.
12. All other related tasks as assigned based on project task order.

**REQUEST FOR QUALIFICATIONS
FOR
CONTINUING PROFESSIONAL CONSULTING SERVICES (CCNA)**

RFQ No.: 24-001

Section 4 – GENERAL CONDITIONS FOR FIRMS

1. FAMILIARITY WITH LAWS: The Firm is presumed to have full knowledge of and be in compliance with all Federal, State, and local laws, ordinances, rules, and regulations that in any manner affect the equipment and the services provided to the Town. Ignorance on the part of the Firm will in no way relieve Firm of responsibility to adhere to such regulations.
2. RFQ FORMS: The Firm will submit its response to the RFQ on the forms provided. All descriptive information must be legibly entered. The Firm is required to be licensed to do business as an individual, partnership, or corporation in the State of Florida. All RFQ forms must be executed and submitted for easy identification. The face of the envelope shall contain the company's name and address, RFQ title, number, RFQ date and time. RFQs not submitted on RFQ forms herein may be rejected. All RFQs are subject to the conditions specified within this solicitation document. RFQs which do not comply with these conditions are subject to rejection.
3. EXECUTION OF RFQ: The RFQ must contain a manual signature of an authorized representative in the space provided on all affidavits and proposal sheets.
4. RFQ DEADLINE: It is the Firm's responsibility to assure that the RFQ is delivered at the proper time and place prior to the RFQ deadline. The Town of Highland Beach is not responsible for the U.S. Mail or private couriers regarding mail being delivered by a specified time so that a proposal can be considered. Any RFQ which for any reason are not delivered by the deadline will not be considered. The Town reserves the right to consider RFQ's that have been determined by the Town to be received late due to mishandling by the Town after receipt of the RFQ. Offers by telegram or telephone are not acceptable.
5. RIGHTS OF THE TOWN: The Town expressly reserves the right to:
 - A. Waive any defect, irregularity, or informality in any RFQ or RFQ procedure.
 - B. Reject or cancel any or all RFQ's.
 - C. Reissue the RFQ.
 - D. Extend the RFQ deadline time and date.
 - E. Consider and accept an alternate RFQ as provided herein when most advantageous to the Town.
6. STANDARDS: The factors to be considered in determining whether the standard of responsibility has been met include whether a prospective Firm has:

- A. Available the appropriate financial, material, equipment, facility, and personnel resources and expertise, or the ability to obtain such, necessary to indicate its capability to meet all contractual requirements.
- B. A satisfactory record of performance.
- C. A satisfactory record of integrity.
- D. Qualified legally to contract within the State of Florida and the Town of Highland Beach.
- E. Supplied all necessary information in connection with the inquiry concerning responsibility.

7. INTERPRETATIONS: Any questions concerning the conditions and specifications should be directed to Skender Coma, Management Analyst, at scoma@highlandbeach.us, in writing no later than ten (10) days prior to the RFQ deadline.

8. CONFLICT OF INTEREST: The award hereunder is subject to all conflict-of-interest provisions of the Town of Highland Beach, Palm Beach County, of the State of Florida.

9. SUBCONTRACTING: If a Firm subcontracts any portion of a Contract for any reason, the Firm must state the name and address of the subcontractor and the name of the person to be contacted on the attached "Schedule of Subcontractors." The Town of Highland Beach reserves the right to accept or reject any or all qualification statements where a subcontractor is identified and to make the award to the Firm, who, in the opinion of the Town, will be in the best interest of and/or most advantageous to the Town. The Town also reserves the right to reject the qualification statement of any Firm if the Firm identifies a subcontractor who has previously failed in the proper performance of an award or failed to deliver on time Contracts of a similar nature, or who is not in a position to perform properly under this award. The Town reserves all rights in order to make a determination as to the foregoing.

10. ADDENDA: From time to time, the Town may issue an addendum to change the intent or to clarify the meaning of the Contract documents. Since all addenda are available to Firm through the Town's e-Procurement system (Demandstar.com), it is each Firm's responsibility to check with the Finance Department and immediately secure all addenda before submitting its proposal. Each Firm shall acknowledge receipt of ALL addenda by notation on the Addenda Acknowledgement form herein and shall adhere to all requirements specified in each addendum prior to submission of the proposal.

11. ON PUBLIC ENTITY CRIMES – All RFQs as defined by Section 287.012(23), Florida Statutes, and any contract document described by Section 287.058, Florida Statutes, shall contain a statement informing persons of the provisions of paragraph (2)(a) of Section 287.133, Florida Statutes, which reads as follows:

"A person or affiliate who has been placed on the convicted vendor list following a conviction for public entity crime may not submit a proposal on a contract or provide any

goods or services to a public entity, may not submit a proposal on a contract with a public entity for the construction or repair of a public building or public work, may not submit a proposal on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or design-build team under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of thirty-six (36) months from the date of being placed on the convicted vendor list”.

12. SCRUTINIZED COMPANIES 287.135 and 215.473: By submission of a qualification statement in response to this RFQ, Firm certifies that Firm is not participating in a boycott of Israel. Firm further certifies that Firm is not on the Scrutinized Companies that Boycott Israel list, not on the Scrutinized Companies with Activities in Sudan List, and not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has Contractor been engaged in business operations in Syria. Subject to limited exceptions provided in state law, the Town will not contract for the provision of goods or services with any scrutinized company referred to above. Submitting a false certification shall be deemed a material breach of contract. The Town shall provide notice, in writing, to Contractor of the Town’s determination concerning the false certification. Contractor shall have five (5) days from receipt of notice to refute the false certification allegation. If such false certification is discovered during the active contract term, Contractor shall have ninety (90) days following receipt of the notice to respond in writing and demonstrate that the determination of false certification was made in error. If Contractor does not demonstrate that the Town’s determination of false certification was made in error then the Town shall have the right to terminate the contract and seek civil remedies pursuant to Section 287.135, Florida Statutes, as amended from time to time.

13. TRADE SECRET: Any language contained in the Firm’s qualification statement purporting to require confidentiality of any portion of the qualification statement, except to the extent that certain information is, in the Town’s opinion, a Trade Secret pursuant to Florida law shall be void. If a Firm submits any documents or other information to the Town which the Firm claims is Trade Secret information and exempt from Chapter 119, Florida Statutes (Public Records Laws), the Firm shall clearly designate that it is a Trade Secret and that it is asserting that the document or information is exempt. The Firm must specifically identify the exemption being claimed under Section 119.07, Florida Statutes. The Town shall be the final arbiter of whether any information contained in the Firm’s Proposal constitutes a Trade Secret. The Town’s determination of whether an exemption applies shall be final, and the Firm agrees to defend, indemnify, and hold harmless the Town its officers, employees, volunteers, and agents, against any loss or damages incurred by any person or entity as a result of the Town’s treatment of records as public records. Proposals purporting to be subject to copyright protection in full or in part will be rejected.

EXCEPT FOR CLEARLY MARKED PORTIONS THAT ARE BONA FIDE TRADE SECRETS PURSUANT TO FLORIDA LAW, DO NOT MARK YOUR QUALIFICATION

STATEMENT AS PROPRIETARY OR CONFIDENTIAL. DO NOT MARK YOUR PROPOSAL OR ANY PART THEREOF AS COPYRIGHTED.

14. SELECTION PROCEDURE: All submittals will be analyzed in accordance with the evaluation procedures listed in this RFQ.

15. SOCIAL, POLITICAL, OR IDEOLOGICAL INTERESTS: Pursuant to Section 287.05701, Florida Statutes, the Town may not request documentation of or consider a Proposer's social, political, or ideological interests when determining if the Proposer is responsible. Further the Town may not give a preference to a Proposal based on the Proposer's social, political, or ideological interests.

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FORMS

**THE DOCUMENTS BEHIND THIS PAGE MUST
ACCOMPANY THE PROPOSAL IN ORDER FOR THE
SUBMITTAL TO BE CONSIDERED RESPONSIVE AND
ACCEPTABLE.**

FIRM ACKNOWLEDGEMENT

Submit RFQ's to: Town Clerk's Office
Town of Highland Beach
3614 South Ocean Blvd.
Highland Beach, FL 33487
Telephone: 561-278-4548

RFQ Title: **"CONTINUING PROFESSIONAL CONSULTING SERVICES (CCNA)"**
RFQ Number: **24-001**

RFQ Due: **January 10, 2024, NO LATER THAN 2:00 P.M. (LOCAL TIME)**

Proposals will be publicly opened and recorded for acknowledgement of receipt, unless specified otherwise, on the date and time indicated above and may not be withdrawn within ninety (90) days after such date and time.

All Contracts entered as a result of this RFQ shall conform to applicable sections of the Town Charter and Town Code of Ordinances.

Name of Firm: _____

Federal I.D. Number: _____

A Corporation of the State of _____

Telephone No.: _____

Mailing Address: _____

City / State / Zip: _____

Email Address: _____

Authorized Signature

SERVICES TO BE CONSIDERED - PLEASE CHECK OFF EACH TO BE PROVIDED

_____ Civil Engineering

_____ Water/Wastewater/Stormwater

_____ Architecture

_____ Landscape Architecture

_____ Geotechnical

_____ Transportation

_____ Mechanical/Electrical/Plumbing

_____ Other Services (Please list below)

CONFIRMATION OF DRUG-FREE WORKPLACE

Preference shall be given to businesses with drug-free workplace programs. In order to be considered having a drug-free workplace program, the Firm shall:

- 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 employees 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, and 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 bid 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 bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or 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.

Authorized Signature

PALM BEACH COUNTY INSPECTOR GENERAL

ACKNOWLEDGMENT

The Firm is aware that the Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of this contract, and in furtherance thereof may demand and obtain records and testimony from the Firm and its subcontractors and lower tier subcontractors.

The Firm understands and agrees that in addition to all other remedies and consequences provided by law, the failure of the Firm or its subcontractors or lower tier subcontractors to fully cooperate with the Inspector General when requested may be deemed by the Town to be a material breach of this contract justifying its termination.

FIRM NAME

By: _____

Title: _____

Date: _____

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

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 the Town of Highland Beach (the "Town") by:

_____ *(Print individual's name and title)*

For: _____ *(Print name of entity submitting sworn statement)*

Whose business address is:

And (if applicable) its Federal Employer Identification Number (FEIN) is: _____

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: _____)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), FLORIDA STATUTES, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), FLORIDA STATUTES, means a finding of guilt, 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. A predecessor or successor of a person convicted of a public entity crime; or
- b. an entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one (1) 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 (1) person controls another person.

A person who knowingly enters a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding thirty-six (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 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 (1) 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 Bidder list. (Attach a copy of the final order)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICE FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 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.

Date: _____
Signature _____

STATE OF FLORIDA

COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 2024, by, as _____ (title) of _____ (name of company), on behalf of _____ (type of entity).

_____ who is personally known to me,
_____ who produced _____ as identification, who did take an oath, and who acknowledged before me that he executed the same freely and voluntarily for the purposes therein expressed.

Signature

Print Name

NOTARY PUBLIC – STATE OF FL _____
My Commission Expires: _____
Commission No.: _____

ADDENDA ACKNOWLEDGEMENT

TOWN OF HIGHLAND BEACH, FLORIDA

RFQ TITLE: **“CONTINUING PROFESSIONAL CONSULTING SERVICES (CCNA)”**

RFQ NO.: 24-001

DATE SUBMITTED: _____

We propose and agree, if this submittal is accepted, to contract with the Town of Highland Beach, in the Contract Form, to furnish all material, means of transportation, coordination, labor and services necessary to complete/provide the work specified by the Contract documents.

Having studied the documents prepared by: The Town of Highland Beach

We propose to perform the work of this Project according to the Contract Documents and the following addenda which we have received:

ADDENDUM	DATE	ADDENDUM	DATE
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

_____ **NO ADDENDUM WAS RECEIVED IN CONNECTION WITH THIS RFQ**

**RFQ No.: 24-001
CONTINUING PROFESSIONAL CONSULTING SERVICES (CCNA)**

SCHEDULE OF SUB-CONSULTANTS

The Undersigned Respondent proposes the following major subcontractors for the major areas of work for the Project. The Respondent is further notified that all sub-consultants shall be properly licensed, bondable and shall be required to furnish the Town with a Certificate of Insurance in accordance with the contract general conditions. This page may be reproduced for listing additional sub-consultants, if required. **If not applicable or if no-sub-consultants will be used in the performance of this work, please sign and date the form and write "Not-Applicable" or "NONE" across the form.**

<u>Name of Sub-Consultant</u>	<u>Address of Sub-Consultant</u>	<u>License No.:</u>	<u>Contract Amount</u>	<u>Percentage (%) of Contract</u>

Signature_____

Date: _____

Title/Company_____

Owner reserves the right to reject any sub-consultant who has previously failed in the proper performance of an award, or failed to deliver on time contracts in a similar nature, or who is not responsible (financial capability, lack of resources, etc.) to perform under this award. Owner reserves the right to inspect all facilities of any sub-consultant in order to make a determination as to the foregoing.

REFERENCES FOR _____
(NAME OF FIRM)

1. Reference/Contact Name:

Professional Services Performed:

Phone:

Fax:

E-Mail:

2. Reference/Contact Name:

Professional Services Performed:

Phone:

Fax:

E-Mail:

3. Reference/Contact Name:

Professional Services Performed:

Phone:

Fax:

E-Mail:

**EXHIBIT A – POTENTIAL FUTURE CAPITAL IMPROVEMENT PROJECTS (SUBJECT TO
ADDITION AND CHANGE IN PROJECT SCOPE)**

- Water Treatment Plant Improvements
- Wastewater Pump Station and Distribution System Improvements
- Sanitary Sewer Rehabilitation
- Bridge Rehabilitation
- Town Signage Replacement
- Walk Path Replacement
- Town-Owned Roadway Repairs and Improvements
- Town-Owned Building Repairs and Improvements
- Marine Dock Installation

DRAFT AGREEMENT FOR CONTINUING PROFESSIONAL CONSULTING SERVICES (CCNA)

THIS CONTRACT (“Contract”) is entered into by and between the Town of Highland Beach, Florida, a municipal corporation (“Town”) and _____ (“FIRM”) on X day of _____, 2024.

RECITALS

WHEREAS, the Town issued an RFQ for CONTINUING PROFESSIONAL CONSULTING SERVICES and has selected FIRM to perform the services; and,

WHEREAS, FIRM has agreed to the terms and conditions of the Contract; and,

WHEREAS, the Town Commission has determined that it is in the best interests of Town to enter into this Contract with FIRM.

NOW, THEREFORE, in consideration of the premises and mutual covenants herein contained, the sufficiency of which is hereby acknowledged by the parties, the Town and the FIRM agree as follows:

SECTION 1: INCORPORATION OF RECITALS. The foregoing Recitals are incorporated into this Contract as true and correct statements.

SECTION 2: FIRM’S SERVICES. The FIRM shall provide the services specifically set forth in the FIRM’S qualification statement, which is attached hereto as **EXHIBIT “A.”** Both the RFQ issued by the Town and the qualification statement are incorporated herein by reference.

SECTION 3: INDEPENDENT CONTRACTOR RELATIONSHIP. No relationship of employer or employee is created by this Contract, it being understood that FIRM will act hereunder as an independent contractor and none of the FIRM’s, officers, directors, employees, independent contractors, representatives, or agents performing services for FIRM pursuant to this Contract shall have any claim under this Contract or otherwise against the Town for compensation of any kind under this Contract. The relationship between the Town and FIRM is that of independent contractors, and neither shall be considered a joint venturer, partner, employee, agent, representative or other relationship of the other for any purpose expressly or by implication.

SECTION 4: TERM AND TERMINATION.

a. **Term.** The term of this Contract is for five (5) years. The parties may agree in writing to renew this Contract for an additional three (3) one-year periods.

b. **Termination without cause.** In addition to other rights the Town may have at law and pursuant to the Contract Documents with respect to cancellation and termination of the Contract, the Town may, in its sole discretion, terminate for the Town's convenience the performance of any services under this Contract or the RFQ, in whole or in part, at any time upon written notice to the Firm. The Town shall effectuate such Termination for Convenience by delivering to the Firm a Notice of Termination for Convenience, specifying the applicable scope and effective date of termination, which termination shall be deemed operative as of the effective

date specified therein without any further written notices from the Town required. Such Termination for Convenience shall not be deemed a breach of the Contract, and may be issued by the Town with or without cause.

Upon receipt of such Notice of Termination for Convenience from the Town, and except as otherwise directed by the Town, the Firm shall immediately proceed with the following obligations, regardless of any delay in determining or adjusting any amounts due under this Article:

Stop the Work specified as terminated in the Notice of Termination for Convenience;

Immediately deliver to the Town all records, in their original/native electronic format (i.e. CAD, Word, Excel, etc.), any and all other unfinished documents, and any and all equipment or materials already installed or purchased.

Upon issuance of such Notice of Termination for Convenience, the Firm shall only be entitled to payment for that work satisfactorily performed up until the date of its receipt of such Notice of Termination for Convenience, but no later than the effective date specified therein. Payment for the any work satisfactorily performed shall be determined by the Town in good faith, in accordance with the percent completion of the audit.

c. Termination for cause. Either party may terminate this Contract at any time in the event that the other party engages in any act or makes any omission constituting a material breach of any term or condition of this Contract. The party electing to terminate this Contract shall provide the other party with written notice specifying the nature of the breach. The party receiving the notice shall then have ten (10) days from the date of the notice in which to remedy the breach. If the breach is for non-payment, the breaching party shall have five (5) days from the date of the notice to remedy the breach for non-payment. If such corrective action is not taken within the required time, then this Contract shall terminate at the end of the required time without further notice or demand.

d. Effect of Termination. Termination of this Contract shall not affect any rights, obligations, and liabilities of the parties arising out of transactions which occurred prior to termination. Notwithstanding the foregoing, the parties acknowledge and agree that the Town is a municipal corporation and political subdivision of the state of Florida, and as such, this Contract (and all Exhibits hereto) are subject to budgeting and appropriation by the Town of funds sufficient to pay the costs associated herewith in any fiscal year of the Town. Notwithstanding anything in this Contract to the contrary, in the event that no funds are appropriated or budgeted by the Town's governing board in any fiscal year to pay the costs associated with the Town's obligations under this Contract, or in the event the funds budgeted or appropriated are, or are estimated by the Town to be, insufficient to pay the costs associated with the Town's obligations hereunder in any fiscal period, then the Town will notify Auditor of such occurrence and either the Town or Auditor may terminate this Contract by notifying the other in writing, which notice shall specify a date of termination no earlier than twenty-four (24) hours after giving of such notice. Termination in accordance with the preceding sentence shall be without penalty or expense to the Town of any kind whatsoever; however, Auditor shall be paid for services rendered through and including the date of termination.

SECTION 5: COMPENSATION.

a. **Payments.** The Town agrees to compensate the FIRM for the services performed in accordance with and not to exceed the hourly rate set forth in **Exhibit “A”** and the budget for each task order. The Town shall not reimburse the FIRM for any additional costs incurred as a direct or indirect result of the FIRM providing service to the Town under this Contract and not set forth in **Exhibit “A.”**

b. The Town agrees that it will use its best effort to pay the FIRM within thirty (30) calendar days from presentation of the FIRM’S itemized report and invoice and approval of the Town’s representative. The FIRM shall submit monthly invoices, which shall include a report of work completed during the respective invoice period. The report shall be adequate in detail to describe work progress (% complete for each task) and written summaries of work completed.

SECTION 6: INDEMNIFICATION.

a. The FIRM, its officers, employees and agents shall indemnify and hold harmless the Town, including its officers and employees from liabilities, damages, losses, and costs, including but not limited to, reasonable attorney’s fees (at the trial and appellate levels), to the extent caused by the negligence, recklessness or intentionally wrongful conduct of the FIRM and other persons employed or utilized by the FIRM in the performance of the services under this Agreement, Including subconsultants. The Town agrees to be responsible for its own negligence.

b. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Town or the FIRM, nor shall this Agreement be construed as a waiver of sovereign immunity for the Town beyond the waiver provided in section 768.28, Florida Statutes.

SECTION 7: COMPLIANCE. Each of the parties agrees to perform its responsibilities under this Contract in conformance with all laws, regulations and administrative instructions that relate to the parties’ performance of this Contract.

SECTION 8: PERSONNEL. The FIRM represents that it has, or will secure at its own expense, all necessary personnel required to perform the services under this Contract. Such personnel shall not be employees of or have any contractual relationship with the Town. All of the services required hereunder shall be performed by the FIRM or under its supervision, and all personnel engaged in performing the services shall be fully qualified and authorized or permitted under federal, state and local law to perform such services.

SECTION 9: FEDERAL AND STATE TAX. The Town is exempt from payment of Florida State Sales and Use Tax. The FIRM is not authorized to use the Town’s Tax Exemption Number.

SECTION 10: INSURANCE. Prior to commencing any services, the FIRM shall provide proof of insurance coverage as required hereunder. Such insurance policy(s) shall be issued by the United States Treasury or insurance carriers approved and authorized to do business in the State of Florida, and who must have a rating of no less than “excellent” by A.M. Best or as mutually agreed upon by

the Town and the Auditor. All such insurance policies may not be modified or terminated without the express written authorization of the Town.

<u>Type of Coverage</u>	<u>Amount of Coverage</u>
Professional liability/ Errors and Omissions	\$1,000,000 per occurrence \$3, 000,000 annual aggregate
Commercial general liability (Products/completed operations Contractual, insurance broad form property, Independent Auditor, personal injury)	\$1, 000,000 per occurrence \$2,000,000 annual aggregate
Excess liability	\$1,000,000
Automobile (owned, non-owned, & hired)	\$ 1,000,000 per occurrence
Worker’s Compensation Including employer’s liability insurance	\$ statutory limits \$ 100,000 per occurrence \$ 500,000 annual aggregate

The commercial general liability and excess liability policies will name the Town as an additional insured. Failure to comply with the foregoing requirements shall not relieve FIRM of its liability and obligations under this Contract.

SECTION 11: SUCCESSORS AND ASSIGNS. The Town and the FIRM each binds itself and its partners, successors, executors, administrators, and assigns to the other party of this Contract and to the partners, successors, executors, administrators and assigns of such other party, in respect to all covenants of this Contract. Except as agreed in writing by all parties, this Contract is not assignable.

SECTION 12: DISPUTE RESOLUTION, LAW, VENUE AND REMEDIES. All claims arising out of this Contract or its breach shall be submitted first to mediation. The parties shall share the mediator’s fee equally. The mediation shall be held in Palm Beach County. Contracts reached in mediation shall be enforceable as settlement Contracts in any court having jurisdiction thereof. This Contract shall be governed by the laws of the State of Florida. Any and all legal action necessary to enforce the Contract will be held in Palm Beach County. No remedy herein conferred upon any party is intended to be exclusive of any other remedy, and each and every such remedy

shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power, or remedy hereunder shall preclude any other or further exercise thereof.

SECTION 13: WAIVER OF JURY TRIAL. TO ENCOURAGE PROMPT AND EQUITABLE RESOLUTION OF ANY LITIGATION, EACH PARTY HEREBY WAIVES ITS RIGHTS TO A TRIAL BY JURY IN ANY LITIGATION RELATED TO THIS CONTRACT.

SECTION 14: NONDISCRIMINATION. The FIRM warrants and represents that all of its employees are treated equally during employment without regard to race, color, religion, disability, sex, age, national origin, ancestry, marital status, or sexual orientation.

SECTION 15: AUTHORITY TO PRACTICE. The FIRM hereby represents and warrants that it has and will continue to maintain all licenses and approvals required to conduct its business and provide the services required under this Contract, and that it will at all times conduct its business and provide the services under this Contract in a reputable manner. Proof of such licenses and approvals shall be submitted to the Town upon request.

SECTION 16: SEVERABILITY. If any term or provision of this Contract, or the application thereof to any person or circumstances shall, to any extent, be held invalid or unenforceable, to remainder of this Contract, or the application of such terms or provision, to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected, and every other term and provision of this Contract shall be deemed valid and enforceable to the extent permitted by law.

SECTION 17: PUBLIC ENTITY CRIMES. FIRM acknowledges and agrees that a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier or sub-contractor under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for CATEGORY TWO for a period of 36 months following the date of being placed on the convicted vendor list. The FIRM will advise the Town immediately if it becomes aware of any violation of this statute.

SECTION 18: NOTICE. All notices required in this Contract shall be sent by certified mail, return receipt requested, or by nationally recognized overnight courier, and if sent to the TOWN shall be sent to:

Town of Highland Beach
Attn: Town Manager
3614 South Ocean Boulevard
Highland Beach, FL 33487

and if sent to the FIRM, shall be sent to:

The foregoing names and addresses may be changed if such change is provided in writing to the other party.

SECTION 19: ENTIRETY OF CONTRACT. The Town and the FIRM agree that this Contract sets forth the entire Contract between the parties, and that there are no promises or understandings other than those stated herein. None of the provisions, terms and conditions contained in this Contract may be added to, modified, superseded or otherwise altered, except by written instrument executed by the parties hereto.

SECTION 20: WAIVER. Failure of a party to enforce or exercise any of its right(s) under this Contract shall not be deemed a waiver of that parties' right to enforce or exercise said right(s) at any time thereafter.

SECTION 21: PREPARATION. This Contract shall not be construed more strongly against either party regardless of who was more responsible for its preparation.

SECTION 22: MATERIALITY. All provisions of the Contract shall be deemed material.

SECTION 23: LEGAL EFFECT. This Contract shall not become binding and effective until approved by the Town.

SECTION 24: SURVIVABILITY. Any provision of this Contract which is of a continuing nature or imposes an obligation which extends beyond the term of this Contract shall survive its expiration or earlier termination.

SECTION 25: COUNTERPARTS. This Contract may be executed in one or more counterparts, each of which shall be deemed an original, and will become effective and binding upon the parties as of the effective date at such time as all the signatories hereto have signed a counterpart of this Contract.

SECTION 26: PALM BEACH COUNTY IG. In accordance with Palm Beach County ordinance number 2011-009, the FIRM acknowledges that this Contract may be subject to investigation and/or audit by the Palm Beach County Inspector General. The FIRM has reviewed Palm Beach County ordinance number 2011-009 and is aware of its rights and/or obligations under such ordinance.

SECTION 27: PUBLIC RECORDS. FIRM shall comply with Florida’s Public Records Laws, and, if it is acting on behalf of the Town as provided under section 119.011(2), specifically agrees to:

- a. Keep and maintain public records required by the Town to perform the service.
- b. Upon request from public agencies custodian of public records, provide the Town with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the Town.
- d. Upon completion of the contract, transfer, at no cost, to the Town all public records in possession of the contractor or keep and maintain public records required by the Town to perform the service. If the contractor transfers all public records to the Owner upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the Town, upon request from the Town’s custodian of public records, in a format that is compatible with the information technology systems of the Town.
- e. **IF FIRM HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE THEIR DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, PLEASE CONTACT THE CUSTODIAN OF PUBLIC RECORDS OR DESIGNEE AT THE TOWN OF HIGHLAND BEACH, ATTN: LANELDA GASKINS, AT (561) 278-4548, LGASKINS@HIGHLANDBEACH.US, 3614 S. OCEAN BLVD., HIGHLAND BEACH, FL 33487.**

Failure of FIRM to comply with the requirements of this section shall be a material breach of the Contract Documents. Town shall have the right to exercise any and all remedies available to it, including but not limited to, the right to terminate.

SECTION 28: CONTRACT DOCUMENTS AND CONTROLLING PROVISIONS. This Contract consists of the RFQ, this Contract and Exhibit “A”. The parties agree to be bound by all the terms and conditions set forth in the aforementioned documents. Any conflicts among the documents shall be resolved in the following order: this Contract, Exhibit “A,” and the RFQ. Wherever possible, the provisions of such documents shall be construed in such a manner as to avoid conflicts between provisions of the various documents.

SECTION 29: E-VERIFY. Pursuant to Section 448.095(2), Florida Statutes, the FIRM shall:

- a. Register with and use the E-Verify system to verify the work authorization status of all newly hired employees and require all subconsultants (providing services or receiving funding under this Agreement) to register with and use the E-Verify system to verify the work authorization status of all the subconsultants' newly hired employees;
- b. Secure an affidavit from all subconsultants (providing services or receiving funding under this Agreement) stating that the subconsultant does not employ, contract with, or subcontract with an unauthorized alien;
- c. Maintain copies of all subconsultant affidavits for the duration of this Agreement;
- d. Comply fully, and ensure all of its subconsultants comply fully, with Section 448.095, Florida Statutes;
- e. Be aware that a violation of Section 448.09, Florida Statutes (Unauthorized aliens; employment prohibited) shall be grounds for termination of this Agreement; and
- f. Be aware that if the Town terminates this Agreement under Section 448.095(2)(c), Florida Statutes, the FIRM may not be awarded a public contract for at least 1 year after the date on which the Agreement is terminated and will be liable for any additional costs incurred by the Town as a result of the termination of the Agreement.

**REMAINDER OF THIS PAGE LEFT BLANK
SIGNATURE PAGE FOLLOWS**

IN WITNESS WHEREOF, the parties hereto have made and executed this Contract for Continuing Professional Consulting Services as of the day and year set forth below by the Town.

FIRM: _____

BY: _____

Print name and position: _____

TOWN OF HIGHLAND BEACH:

Attest:

Date: _____

By: _____
Lanelda Gaskins, CMC
Town Clerk

By: _____
Natasha Moore
Mayor

Approved as to Form and
Legal Sufficiency:

By: _____
Glen J. Torcivia,
Town Attorney

January 10, 2024

Mr. Skender Coma
Town of Highland Beach
3614 South Ocean Boulevard
Highland Beach, FL 33487

Subject: RFQ No. 24-001: Continuing Professional Consulting Services (CCNA)

Dear Mr. Coma,

Highland Beach needs a comprehensive engineering firm to assist the Town implement a wide range of projects on a continuing contract basis. Baxter & Woodman (formerly Mathews Consulting) has had the privilege of serving the Town since 2016. We've been assisting the Town under the current contract to provide engineering services on a variety of projects that include most of the tasks listed in this Request for Qualifications, including most recently the Lift Station #3 and Gravity Sewer Main Inspection projects.

Baxter & Woodman has assembled a comprehensive project team that is familiar with the Town's policies and procedures and has ample experience to assist with the following services:

- **Civil Engineering**
- **Water/Wastewater/Stormwater**
- **Transportation**
- **Mechanical/Electrical/Plumbing**
- **Other Services: GIS Asset Management and Vulnerability/Resiliency/Sea Level Rise**

We at Baxter & Woodman consider ourselves first and foremost to be municipal engineers. Our team has a great deal of experience in providing services for all aspects of the community's needs, including roadway and traffic engineering services, utility rehabilitation and replacement, master planning and CIP programming, engineering permit application review and approval, and public information programs. All of our efforts are aimed at identifying and addressing the needs of the community and assisting the Town Commissioners and Staff in meeting the needs of the residents of Highland Beach.

We offer a unique approach to serving the Town as we will protect your interests, provide high-quality engineering solutions, and save you money with our cost-effective services and solutions. Our strategy focuses on:

- **Serve as your Valued Partner:** We will work with the Town as a valued partner to accomplish the Town's goals and objectives.
- **Effective Project Management:** A key component to effective project management is having one point of contact within the engineering firm who can respond to issues and needs pertaining to the contract. I will serve as the Town's main point of contact and confirm our team has the resources to complete each project on time and within budget.
- **Disciplinary Experts:** Our team includes experts in every area needed by the Town for this scope. We have a pool of 37 Florida professionals who will be assigned based on Highland Beach's project scope and schedule.

If the Town has any questions after reviewing our qualifications, please contact me at 561-425-7715 or via email at rtravis@baxterwoodman.com. We look forward to working with you!

Sincerely,

BAXTER & WOODMAN, INC.
CONSULTING ENGINEERS



Rebecca Travis, PE
Executive Vice President/Florida Division Manager

Town of Highland Beach

CONTINUING PROFESSIONAL ENGINEERING, ARCHITECTURAL, LANDSCAPE
ARCHITECTURAL, SURVEYING AND MAPPING CONSULTING SERVICES (CCNA)
RFQ No. 24-001

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The strength of Baxter & Woodman is our people and our purpose. Building community value with every project we do is the force that drives us, and our fundamental core values are the principles we live by.



Integrity. Act with honesty, integrity, and respect to all



Involvement. Promote a passion for environmental stewardship and community involvement.



Success. Strive for success for both our clients and Baxter & Woodman



Ingenuity. Foster a work environment that promotes creativity and ingenuity



Service. Deliver superior client service



Growth. Encourage continued learning and growth in our profession

2. Personnel Qualifications



**Principal in Charge/
Project Director**
Rebecca Travis, PE

Drainage Project Manager
Jeffrey Hiscock, PE

Water/Wastewater Project Manager
Sira J. Prinyavivatkul, PE

PROJECT ENGINEERS

Transportation Engineers
Jeffrey Weatherford, PE, PTOE®
Zachary Williams, PE
Christina Stoczynski, EI
Brandon Buzzell, PE, SE
Joshua S. Harris, PE, PTOE®

Stormwater Engineers
Cindy Young, PE
Spencer Grossinger, EI
Kathryna Clark, EI
Thu Nguyen, EI

Water/Wastewater Engineers
Arthur "Jake" Hurley, PE
Kyle Scott, PE
Alexis Shotton, PE
Emily Altman, EI

Construction Management
Richard Chipman, CGC
Andrew Capellini
Anthony Monroe
Brad Stoecker

**Utility Coordination/
Grant Administration**
Alexis Shotton, PE
Michelle Zhao, EI

Public Relations
Lori J. Polantz
GIS Asset Management
Andy Zaletel, GISP

SUBCONSULTANTS

Survey
Dennis J. Leavy & Associates
Dave Bower, PSM

Electrical
Electrical Design Associates
Dameion Donaldson, PE

Environmental
Cyriacks Environmental Consulting Service, Inc.
(CECOS)
Wendy Cyriacks
Miguel Fernandes, Ph.D.
Shannon Kelley
Trent Snyder
Kevin Cash, M.S.

Geotechnical & Materials Testing
WIRX Engineering, LLC
Andrew Nixon, PE
Clifford Hippolyte, PE, GC
Gregory J. Stelmack, PE

Rebecca Travis, PE, ENV SP - Primary Responsibility for Town's Contract Principal in Charge/Project Director



Joined Firm in 2003

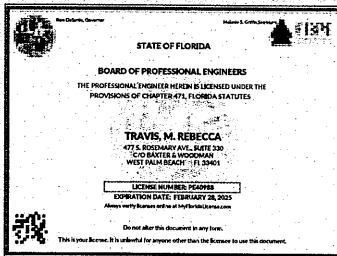
Years of Experience 40

EDUCATION

B.S., Civil Engineering, Iowa
State University, 1984

REGISTRATIONS

Licensed Professional
Engineer: Florida, Texas



LEED Green Associate

Envision Sustainability
Professional Credential

Florida Dept. of Environmental
Protection, Stormwater
Erosion & Sedimentation
Control Qualified Stormwater
Management Inspector
(#34512)

BAXTER & WOODMAN
Consulting Engineers.

Rebecca has progressively responsible civil engineering design and project management experience in both private sector residential, and commercial land development, as well as municipal stormwater, roadway, and utility projects. Her range of experience includes performance of complex professional engineering work involving investigation, planning, design development, permitting, management, and construction of public and private developer improvement projects. Rebecca acts in the capacity of Town Engineer for several south Florida communities.

REPRESENTATIVE PROJECTS

Lantana, FL

Municipal Engineering Services

As Town Engineer, Rebecca reviews site plans, Special Exceptions, Variance Requests, etc.; reviews large and small scale commercial and residential developments, and industrial building projects; coordinates with FDOT regarding Lantana Road/I-95 interchange and Dixie Highway modifications; reviews turn lane requirements for traffic generating projects; reviews traffic studies; reviews plat applications; analyzes Town-wide wastewater flow generation to determine treatment capacity agreement limits; analyzes parking stall counts and required vehicle turning radius for Town roadways; reviews drainage designs and issues drainage permits; and attends Plan Review Committee meetings and Town Council meetings as required. Rebecca also assists the Town with emergency projects, projects associated with the Town's WTP, and coordination with various County and State agencies related to their facilities located within Town limits or with regulatory requirements

Gulf Stream, FL

Ten-year Capital Improvement Program (CIP)

Senior Project Engineer for the analysis of Town-owned public infrastructure, including roadways, water main, stormwater drainage, and related public right-of-way appurtenances to catalog their inventory and current condition. Assisted with the development of a 10-year CIP prioritizing the "worst-first" recommendations for replacement and reconstruction, providing the Town with a roadmap for capital maintenance into the future. Continued assistance is provided on a regular basis to update and adjust the CIP program costs and schedule.

ASSOCIATIONS

National Association of
Women in Construction

Water Environment Federation

American Water Works
Association

American Public Works
Association

Florida Stormwater
Association

TRAINING/CERTIFICATION

Florida Dept of Transportation
GAP Web-based System for
Local Project Delivery



Wilton Manors, FL

Water, Wastewater, and Stormwater Integrated Master Plan

As Town Engineer on selected projects, Rebecca provides Development Review Committee reviews for traffic studies, site plans, parking requirements, roadway and parking lot configuration. In addition, Rebecca reviews developer projects with regards to water and wastewater system capacity to support the proposed construction.

NPDES Permitting & Annual Report Preparation

Project Manager for program review and Annual NPDES Report preparation for:

Town of Highland Beach

Town of Lantana

City of Wilton Manors

Town of Gulf Stream

Town of Lauderdale-By-The-Sea

Lake Park, FL

Lake Shore Drive Drainage Improvements

Project Director and Design Engineer for roadway, ADA-compliant pathway, side street parking, signing and pavement markings, and other related improvements on Lake Shore Drive, starting from the entrance of the Lake Park Marina north 3,220-feet to Castlewood Drive. The final pavement section called for Asphalt Base Course, Type B-12.5 ("Blackbase") to provide additional resistance to pavement degradation due to groundwater tidal influence resulting in repeated base rock inundation from the adjacent Intracoastal Waterway.

Highland Beach, FL

Pathway Replacement Project Along State Road A.1.A

Project Engineer for providing preliminary engineering design services for the replacement of approximately three miles of the existing asphalt pathway located along the west side of State Road A1A from the northern limits to the southern limits of the Town. Prepared a Preliminary Design Report (PDR) that evaluated several pathway material options, including asphalt, concrete, concrete with decorative stamped concrete at the intersections, and concrete with decorative pavers at the intersections. The PDR also provided preliminary cost estimates for the addition of decorative

pathway lighting at the intersections, decorative street signposts, the provision of benches, trashcans, or other types of hardscape features, and for the replacement of Town monument signs "in kind" at the Town limits. Minimum design standard requirements were reviewed with respect to the Florida Department of Transportation, the Manual on Uniform Traffic Control Devices, the Florida Accessibility Code, and local codes. Presentation was made before the Town Council and residents of the proposed design elements.

Lauderdale-By-The-Sea, FL

Sidewalk ADA Compliance Inventory and Recommendations

Project Manager for a Town-wide inventory and review of the sidewalk connections at street intersections and determined whether the connections are ADA compliant. An inventory of all Town owned and maintained sidewalks at street intersections within the Town limits was conducted in the field and used to prepare a technical memorandum including all required sidewalk upgrades and associated cost estimates

West Palm Beach, FL

Lift Station Nos. 26, 45, and 51 Rehabilitation

Design Engineer for the rehabilitation for Lift Station Nos. 26, 45, and 51. The project consisted of converting the existing "can-type" station (with two 20hp pumps) to submersible stations which are located within the median of Australian Avenue, installing two new 20hp submersible pumps with associated rails and hatches, structural modifications of the existing wet well to convert it into a submersible wet well, demolishing the concrete entrance tube and extend the concrete walls to grade, and provided new concrete top slab with hatches. Coordination with electrical design subconsultant for replacement of the existing control panel and RTU, replacement of the existing 30kW with a new 30kW standby generator with base mounted tank (LS 51). At lift station No. 51, the existing emergencydiesel driven standby generator was replaced with a new generator unit.



Jeffrey G. Hiscock, PE
Stormwater Project Manager



Joined Firm in 2018

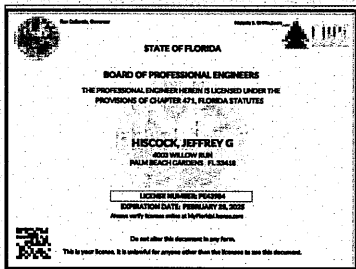
Years of Experience 38

EDUCATION

B.S., Mechanical Engineering,
University of Florida, 1986

REGISTRATIONS

Licensed Professional
Engineer: Florida



Jeff has extensive engineering management experience with focus on water management engineering, stormwater pumping station design, and Geographic Information Systems (GIS) programming. Jeff is specifically experienced with watershed assessments and detailed basin flood-routing analyses using computational hydrology and hydraulics computer modeling, and GIS.

REPRESENTATIVE PROJECTS

West Palm Beach, FL

Stormwater Master Plan

Served as Project Manager and Engineer of Record for preparation of the City-wide Master Plan, which included recommendations regarding the implementation of stormwater programs and projects throughout the City. The Plan addressed the short-term and long-term stormwater improvements needed in the City along with a recommended Capital Improvement Plan. This Plan was comprehensive and practical and addressed the City's stormwater needs as well as addressing water quality by proposing several large stormwater filters to clean the runoff before being discharged to the Lake Worth Lagoon. The Plan was fully implemented by the City over the 10-year planning horizon that was established in the Plan.

West Palm Beach, FL

The Renaissance Project

Served as Project Manager and Engineer of Record for the Renaissance Project, which represented an innovative water diversion plan that includes pumping stormwater from 375 acres of downtown West Palm Beach to the City's water supply lakes where it is treated with alum and used for public consumption. Project included a 72" jack & bore under Okeechobee Boulevard, an 84-inch jack and bore under FEC Railroad, an 84-inch jack & bore under Australian Avenue, design of a 250 CFS storm water pumping station, alum injection system, five-acre settling basin, five-acre wetland cell, and other water diversion structures. Jeff managed all aspects of project including feasibility studies, grant applications, design, permitting, and construction administration.

Lake Park, FL

Lake Shore Drive Drainage Improvements

Project Manager for reconstructed roadway, ADA compliant shared pathway, lighting, landscaping and other related improvements on Lake Shore Drive starting from the entrance of the Lake Park Marina north 3,220 feet to Castlewood Drive. Innovative design was

PRESENTATIONS

Keeping Ahead of Sea Level Rise - A Holistic Approach in Lake Park, Florida - Florida Stormwater Association Annual Conference, June 2020

GIS Tools for Assessing Sea Level Rise Vulnerability - South Florida GIS Expo, August 2023

proposed to combat Sea Level Rise with a 22,500 GPM stormwater pumping station and incorporates water quality with an offsite bioswale/detention system. Also assisted with the acquisition of a \$3.5m Hazard Mitigation Grant. The project won awards from FAS, ACEC and APWA and was also featured in Civil+Structural Engineer magazine.

Wilton Manors, FL

Sea Level Rise Vulnerability Assessment

Project manager and lead engineer for Sea Level Rise Vulnerability Assessment for the City of Wilton Manors, which received a grant from the Resilient Florida Grant Program (RFGP) to perform a vulnerability assessment of impacts related to sea level rise. Tasks included data acquisition, hydrologic and hydraulic modeling, exposure analysis of 25 different SLR scenarios (2023, 2040, and 2070, low and high predictions with and without storm events and king tides), sensitivity analysis to determine the impacts to City assets, presentations to City-selected Steering Committee, public outreach meeting and City Commission meeting, and preparation of Sea Level Rise Vulnerability Assessment report that includes information related to each of the tasks listed above as well as recommendations to mitigate the impacts of sea level rise in the future.

Gulf Stream, FL

King tide Resiliency Study

Project manager and lead engineer for a study to assess the Town's stormwater resiliency. This request followed recent king tide events that resulted in water levels in the Intracoastal Waterway breaching the top of an existing seawall and sheetflowing over private property, washing into the Town's road right-of-way. Flooding vulnerability as a result of king tides was assessed using Palm Beach County's latest LiDAR topography by identifying (1) low areas within the Town's rights-of-way, (2) the level of protection provided by existing check valves on stormwater outfall pipes and (3) identifying other areas threatened by potential seawall breaches. The effects of projected future sea levels were also examined with recommendations for the Town to consider for phasing improvements to prevent or mitigate the flooding.

Delray Beach, FL

Osceola Park Neighborhood Improvements

Senior Project Engineer for the engineering preliminary design report, final design, public outreach, permitting, bidding, and construction engineering services for 810 LF of potable water main, 13,030 LF of sanitary sewer improvements, 4,345 LF of drainage improvements, 10,125 LF of roadway reconstruction, 16,875 LF of



roadway mill and overlay, 4,350 LF of permeable alleyway paving, landscaping, street lighting, sidewalk, and signing and marking improvements in the Osceola Park Neighborhood. Project received an outstanding achievement award from the Florida Concrete & Products Association for the incorporation of permeable pavement into the design.

Pompano Beach, FL

Kendall Lake Drainage Improvements

Project Manager for design, permitting and bidding of the proposed stormwater improvements within the Kendall Lake Neighborhood to address roadway flooding. The project included drainage structures, piping, exfiltration trench and outfall improvements to an Impaired Waterbody. Various permits were obtained for this project as well. Permits obtained include Broward County Environmental Resource Permit, Broward County Surface Water Management License, Broward County Environmental License, and Broward County Traffic Permit.

Pompano Beach, FL

Gateway Drive Stormwater Improvements

Project Manager for design, permitting, and bidding of the proposed stormwater improvements within the Gateway Drive area to address roadway flooding. The project included proposed drainage structures, piping, and outfall improvements. Permits obtained include Broward County Environmental Resource Permit, Surface Water Management License and Traffic Permit, SFWMD Dewatering and ROW permits, and US Corps of Engineers Nationwide and 408 Permits.

Pompano Beach, FL

Esquire Lake Stormwater Improvements

Project Manager for design, permitting, and bidding of the proposed stormwater improvements within the Esquire Lake Neighborhood to address roadway flooding and standing water issues after rainfall events. The project included proposed drainage structures, piping, exfiltration trench, and outfall improvements. Permits obtained include Broward County Environmental Resource Permit, Broward County Surface Water Management License, Broward County Traffic Permit, and City of Pompano Beach Building Department.

Wilton Manors, FL

Water, Wastewater and Stormwater Integrated Master Plan

Project Manager for Stormwater Master Plan portion of project. GIS datasets of land use, soils, topography (LiDAR) and infrastructure were used with customized GIS algorithms to create hydraulic and hydrologic model data for the entire City. Since the Middle River is tidal, there are concerns regarded Sea Level Rise (SLR)



were used with customized GIS algorithms to create hydraulic and hydrologic model data for the entire City. Since the Middle River is tidal, there are concerns regarding Sea Level Rise (SLR) in areas that are already impacted by king tides. Inter-connected Pond Routing Program (ICPR4) was used to assess the existing conditions and future conditions using a GIS future land use dataset and assumptions for SLR. Short-term and long-term improvements were recommended based on the modeling results.

West Palm Beach, FL

Monceaux Road Stormwater Improvements

Project Engineer for the design and permitting of drainage infrastructure for Monceaux Road as a subconsultant. This project is one of several recommended in the West Palm Beach Stormwater Master Plan.

STORMWATER PUMPING STATIONS

Jeff served as Project Manager and the Engineer of Record for 17 state-of-the-art stormwater pumping station designs during his career. Most stations included electric submersible pumps and buildings with loading bays, crane hoist systems, backup generators and external aboveground fuel tanks. Some projects completed while working for others:

- Mirasol Stormwater Pumping Stations and Control Structures for NPBCID (Northern Palm Beach County Improvement District)
- PGA National Central Stormwater Pumping Station Renovation for NPBCID
- Renaissance Project Primary Pumping Station for West Palm Beach
- Ibis Stormwater Pumping Stations for NPBCID
- Ibis Intermediate Pump Station for NPBCID
- East and South Pump Stations for PBC Department of Airports
- Jungle Road Pump Station (D-16) for Palm Beach
- El Brillo Way Pump Station (D-18) for Palm Beach
- Breakers Hotel (D-13) Stormwater Pumping Station, Palm Beach
- Village of Wellington 12th Fairway Stormwater Pump Station #5
- Hamilton Bay Stormwater Pump Station for NPBCID
- Baywinds Stormwater Pump Stations for NPBCID
- Village of Wellington Pump Station No. 6 for ACME Improvement District
- Stormwater Pump Station Assessments for ACME Improvement District
- Lake Shore Drive Stormwater Pumping Station for Town of Lake Park



Sira "Jockey" Prinyavivatkul, PE

Water/Wastewater Project Manager



Joined Firm in 2019

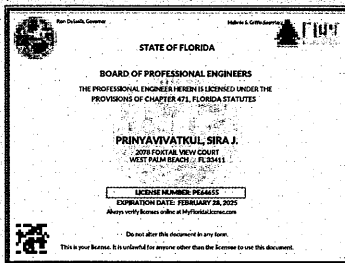
Years of Experience: 24

EDUCATION

B.S., Ocean Engineering,
Florida Atlantic University,
2002

REGISTRATIONS

Licensed Professional
Engineer: Florida



ASSOCIATIONS

American Society of Civil
Engineers (ASCE)

Water Environment Federation
(WEF)

BAXTER & WOODMAN
Consulting Engineers

Sira serves as Baxter & Woodman's Water and Wastewater Department Manager for the Florida Division. His expertise includes design of water and wastewater infrastructure including lift station, sanitary sewer, stormwater management, potable water, and water reclamation projects. His background also includes providing engineering design, permitting, bidding, construction management and observation for roadway, parking lot, and culvert improvements, as well as levee inspections.

REPRESENTATIVE PROJECTS

Boynton Beach, FL

Lakeside Gardens Drainage Improvements

Project Manager for the Lakeside Gardens Drainage Improvements Phase 1. The engineering services included successor engineering, constructability review, value engineering, permitting, bidding assistance, and construction management and part-time inspection services.

Gulf Stream, FL

Core Area Improvements

Project Manager for the data collection, engineering design, permitting, and bidding assistance for the Town of Gulf Stream's Core Area Improvements project. The Core Area consists of approximately 80 acres of single and multi-family residences. The improvements included the replacement of all existing asbestos cement water mains, remediation of localized ponding, and replacement of roadway pavement. The existing asbestos cement water mains were replaced with C900 PVC water mains via open cut trench methods and by trenchless technology through pre-chlorinated pipe bursting. The right-of-ways were restrictive and the use of pre-chlorinated pipe bursting allows the new water main to replace the old water main in situ. All roadways were redesigned with valley gutters and longitudinal grading with modifications to the existing stormwater system to provide positive discharge.

Gulf Stream, FL

State Road A1A Water Main Improvements - Phase II

Project Manager for the engineering design services to prepare contract documents (drawings and technical specifications) for the detailed design of the replacement of existing 6-inch water main along State Road A1A with a new 12-inch water main and replacement of the 6-inch water mains on Sea Road, County Road, and Little Club Road with 8-inch water mains. Baxter & Woodman provided data collection, design, permitting, and bidding services for this project.

Gulf Stream, FL

Wastewater Feasibility Study

Project Manager for the preparation of Wastewater Feasibility Study to assess the sewerage options to convert the Town from septic to centralized sewer collection system. Options included gravity sewer, low pressure sewer and vacuum sewer systems. Alternatives were evaluated for the transmission of the wastewater to either the City of Boynton Beach, City of Delray Beach, or a combination of the two. Preliminary layouts were developed for each option and alternative with associated construction, operation, and maintenance cost estimates.

Lantana, FL

Water Treatment Plant High Service Pump Improvements

Project Manager for design services to prepare contract documents (drawings and technical specifications) for the detailed design of the replacement of four existing high service pumps for the Lantana Water Treatment Plant. The detailed design included the necessary site-civil, mechanical, electrical, instrumentation and control (I&C), and structural improvements required for the replacement of the high service pumps and relocation of electrical control components into a new independent concrete masonry unit electrical building.

Lauderdale-By-The-Sea, FL

Palm Club Sanitary Sewer System Design

Project Manager for the data collection, engineering design, permitting, public participation & coordination, bidding assistance, construction administration, and part-time construction inspection services related to the septic to sewer conversion of the Palm Club Sanitary Sewer System project. Baxter & Woodman provided design services for a conventional gravity sewer system including the design of a lift station to transmit wastewater to the Pompano Beach force main system.

Wilton Manors, FL

NW 29th Street and NW 30th Court Water Main Improvements

Project Manager providing professional engineering services for the preparation of contract documents for the potable water system upgrades for NW 29th Street and NW 30th Court. Each location was separated into phases: Phase 1 - NW 29th Street and Phase 2 - NW 30th Court. A single set of contract document (drawings and technical specifications) for the project was developed.



Wilton Manors, FL

Water, Wastewater, and Stormwater Integrated Master Plan

Project Manager for the preparation of an Integrated Master Plan to inventory, assess and prepare a Capital Improvement Plan (CIP) for the Water Distribution System, Wastewater Collection System, and Stormwater System. The CIP includes improvement recommendations with estimated budgetary cost estimates for short-term (1 to 10 years) and long-term (11 to 25 years) planning horizons with an emphasis on the redevelopment expected to occur by 2025 according to the City.

Florida Keys Aqueduct Authority, FL

Key Haven Wastewater Force Main Improvements

Project Manager for the design of a wastewater force main from Key Haven to Key West and associated pump station upgrades. FKAA requested we extend their existing wastewater force main from the Key Haven subdivision west along US Highway 1/Cow Key channel to connect to the City of Key West gravity sewer at the intersection of Duck Avenue and South Roosevelt Boulevard in Key West. A combination of installation methods were used, including directional drilling, slip-lining, and open cut. Existing pump stations was evaluated for necessary upgrades to accommodate the extension.

West Palm Beach, FL

North Shore Drive Subaqueous Water Main Crossing

Project Manager for the engineering design services for the design of a subaqueous crossing at North Shore Drive in the City. The existing bridge mounted water main had reached the end of its useful service life. Baxter & Woodman had previously provided design drawings and specifications in the past. The City requested Baxter & Woodman to re-evaluate the design and make adjustments as needed. Additional subsurface utility locates, geotechnical exploration, and survey data collection were included for the design.

City of West Palm Beach, FL

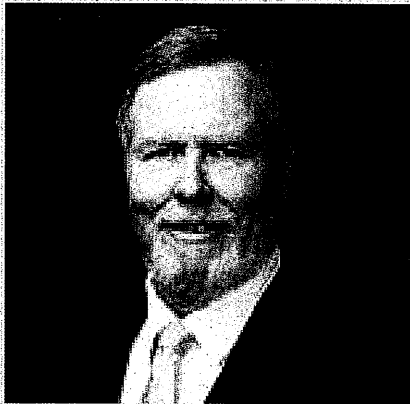
Lift Stations No. 47 and 76 Rehabilitation

Project Engineer for the engineering design services for the rehabilitation of Lift Station Nos. 47 and 76. These lift stations have structural and electrical components that are nearing the end of their useful service life. The project also includes engineering design services for the required structural and electrical upgrades at each of the lift stations. Baxter & Woodman previously prepared a condition assessment at both of the lift stations to determine and document the upgrades and improvements required.



Jeffrey S. Weatherford, PE, PTOE

Transportation Engineer - Traffic Studies Lead



Joined Firm in 2022

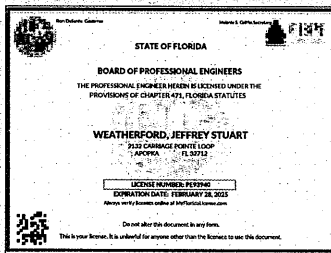
Years of Experience: 29

EDUCATION

B.S., Civil Engineering, Illinois Institute of Technology, Chicago

REGISTRATIONS

Licensed Professional Engineer: Florida, Texas



ASSOCIATIONS

ITS Texas
Institute of Transportation Engineers

TRAINING/CERTIFICATIONS

Professional Traffic Operations Engineer



Jeff has extensive experience in civil engineering and project management in both the private and public sectors. His experience includes transportation planning, roadway and drainage design, traffic engineering, traffic operations, street, and drainage maintenance, construction management, and Intelligent Transportation Systems.

His public sector experience spans three states where he served with the Pima County, AZ Department of Transportation, the City of Lakeland, FL Public Works Department, the City of Apopka, FL Public Services Department, and the City of Houston, TX where he was the Director of Transportation and Drainage Operations.

REPRESENTATIVE PROJECTS

Palm Beach County, FL

Haverhill Road from Hypoluxo Road to Lantana Road

Transportation Design Team Leader for the roadway design services for widening of Haverhill Road from Hypoluxo Road to Lantana Road (approximately 6,200 LF) from a two-lane divided section to four-lane divided. The project site is located in unincorporated Palm Beach County, west of Lake Worth Beach. Work includes right-of-way mapping for Haverhill Road to expand the right-of-way from an existing 80-foot to a proposed 100-foot section, roadway and drainage design, signalization, signing, and pavement marking design and street lighting.

Palm Beach County, FL

Sims Road from Lakes of Delray Boulevard to Atlantic Avenue (SR806)

Transportation Design Team Leader for the design of the roadway extension of Sims Road in western Delray Beach for Palm Beach County Engineering and Roadway Production. The current 80-foot road right-of-way is an unimproved section extending between Lakes of Delray Boulevard and W. Atlantic Avenue, approximately 3,000 LF. The design includes roadway, drainage, sidewalk improvements, and the design of a culvert crossing of the Lake Worth Drainage District (LWDD) Canal L-34.

Palm Beach County, FL

Sherwood Forest Boulevard from Lake Worth Road to North of 10th Avenue North

Transportation Design Team Leader providing roadway widening and resurfacing design services for Sherwood Forest Boulevard, from the north right-of-way of Lake Worth Road to the south right-of-way of 10th Avenue North (approximately 5,500 LF) in Greenacres. The project includes drainage permit modification, utility coordination, and signing and pavement marking.

City of Orlando, FL

Harralson Subdivision Improvement Project

Project Manager responsible for completion of final plans for this neighborhood reconstruction project. The project began as a drainage project, but has transitioned into a neighborhood reconstruction project including replacing the existing drainage system (primarily swales) with a storm drain system, the replacement of sanitary sewer lines and manholes, the replacement of water lines and meters and reconstruction of the roadways with new curb and gutter, asphalt pavement and sidewalks.

City of Orlando, FL

Ivanhoe Boulevard Area 6

Project Engineer responsible for oversight of an update to the drainage study to include the impacts of Hurricane Ian. Additionally responsible for addressing design questions during construction. This project was a conveyance improvement project for an existing residential area on the north side of Lake Ivanhoe that was platted in the 1920's. Project consists of the installation of RCP pipe, the design of a second-generation baffle box, replacement of sanitary manholes and VCP sanitary sewer lines, and the replacement of the cast iron/galvanized water mains. Scope included the reconstruction of approximately 3,900 feet of brick and asphalt pavements along neighborhood streets in the project.

Orange County, FL

Gatlin Avenue/Bumby Avenue Sidewalk Design

Design Team Leader for the design of approximately 5,500 feet of sidewalk and associated drainage structures along neighborhood streets. The project includes survey, geotechnical investigation, environmental investigation, design of sidewalk filling gaps on the north and south side of Gatlin Avenue and new sidewalk along the west side of Bumby Avenue, an underground drainage system, utility coordination, and pavement markings associated with the project.

Orange County, FL

37th Street Sidewalk Design

Design Team Leader for the design of approximately 1,500 feet of sidewalk and associated drainage structures along a neighborhood street. The project includes survey, geotechnical investigation, environmental investigation, design of sidewalk including a transition from the north side of the street to the south side, an underground drainage system, utility coordination, and pavement markings associated with the project.

****While working for others:***

Lakeland, FL*

Downtown Lakeland Traffic Model Development

Project Manager/Engineer responsible the data collection and development of a Synchro model for downtown Lakeland. This model will be used to determine potential impacts of the removal of various traffic signals and the closure of sections of streets to motor vehicles making them bike and pedestrian only streets.



Houston, TX*

Lamar Cycle Track

Project Manager overseeing the design and implementation of Houston's first cycle track through the Downtown connecting two parks.

Houston, TX*

Houston Intelligent Transportation System Project

Project Principal responsible for the concept development, grant application and oversight of the design and construction of this federally funded project. The project consisted of the design, installation, and integration of more than 90 arterial dynamic message signs, 100 arterial CCTV cameras, 150 midblock speed and count stations, and advanced intersection detection and data collection equipment for 450 signalized intersections.

Houston, TX*

Houston Storm High Water Warning System

Project Principal responsible for the concept development, grant application and oversight of the design and construction of this federally funded project. The project consisted of the application of existing traffic signal technology coupled with water sensing equipment to develop a warning system to alert drivers to high water/flooding of intersections or underpasses to prevent fatalities.

NACTO Urban Street Design Guide*

Board member with the National Association of City Transportation Officials (NACTO) and was a member of the steering committee that oversaw the development and publication of the Urban Streets Design Guide.

Lakeland, FL*

Lakeland Parklet Program Development

Project Engineer assigned to assist in the development of standards and regulations for the installation of parklets in the City.

Lakeland, FL *

Intersection Collision Avoidance Project (iCASP)

Project Manager responsible developing the grant agreement with the Florida Department of Transportation and project development. The iCASP system is designed to extend to all the red period for drivers when a conflicting driver is detected and predicted to run the red light. This project will expand the pilot project to a further 20 intersections throughout the City. Additionally, it will add a connected vehicle component. In addition to negotiating the contract with FDOT, Jeff had to select appropriate intersections for the upgrades, determine the equipment needed for installation and the associated costs and develop the concept for the connected vehicle portion for the project.



Zachary E. Williams, PE
Transportation Engineer



Joined Firm in 2022

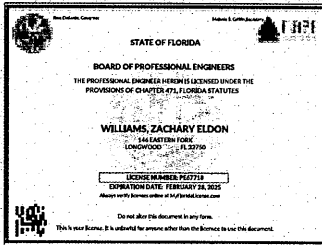
Years of Experience 21

EDUCATION

B.S., Civil Engineering,
University of Florida,
Gainesville, 2003

REGISTRATIONS

Licensed Professional
Engineer: Florida



TRAINING/CERTIFICATION

FDOT Advanced Maintenance
of Traffic

FDOT Specification of Package
Preparation Training for
Consultants



Zack has vast civil engineering experience providing land development and transportation design services to various transportation agencies, school districts, municipalities, and County governments. He brings a broad range of talents, including efficient coordination of multi-discipline teams, collaborative concept and design plan development, and effective post-design and construction support.

REPRESENTATIVE PROJECTS

Orlando, FL

Ivanhoe Area Boulevard Area 6

Project Engineer responsible for roadway designs. This project was a Conveyance improvement project for an existing residential area on the north side of Lake Ivanhoe that was platted in the 1920's. Project consists of the installation of RCP pipe, the design of a second-generation baffle box, replacement of sanitary manholes and VCP sanitary sewer lines, and replacement of the cast iron/galvanized water mains. Scope included reconstruction approximately 3,900 feet of brick and asphalt pavements along neighborhood streets in the project.

Orange County, FL

37th Street Sidewalk Design

Transportation Engineer for the design of approximately 1,500 feet of sidewalk and associated drainage structures along a neighborhood street. The project includes survey, geotechnical investigation, environmental investigation, design of sidewalk including a transition from the north side of the street to the south side, an underground drainage system, utility coordination, and pavement markings associated with the project.

Palm Beach County, FL

Haverhill Road from Hypoluxo Road to Lantana Road

Transportation Design Team Leader for the roadway design services for widening of Haverhill Road from Hypoluxo Road to Lantana Road (approximately 6,200 LF) from a two-lane divided section to four-lane divided. The project site is located in unincorporated Palm Beach County, west of Lake Worth Beach. Work includes right-of-way mapping for Haverhill Road to expand the right-of-way from an existing 80-foot to a proposed 100-foot section, roadway and drainage design, signalization, signing, and pavement marking design and street lighting.

Christina Stoczynski, EI
Transportation Engineer - Bridge Design



Joined Firm in 2022

Years of Experience 10

EDUCATION

B.S., Civil Engineering,
University of Iowa, 2014

REGISTRATIONS

Professional Engineer Intern

TECHNICAL EXPERIENCE

MicroStation
OpenRoads Designer
GEOPAK
Microsoft Office



Christina has experience in the design of roadway improvements, bicycle/multi-use paths, and bridge structures. She has completed Illinois Tollway, IDOT, and Chicago Department of Transportation (CDOT) projects, so she knows each agency's standards. Christina is also familiar with various funding program requirements for municipal, state, and federally funded projects. Christina has recently transferred to Florida to support transportation projects here.

REPRESENTATIVE PROJECTS

Elgin, IL

Bike Path IV Phase II

Project Engineer for the design of the bike path in the Randall Road – Bowes Road to College Green Drive, Bowes Road – Bowes Creek Boulevard to Randall Road, and East Road – Sports Way Drive to IL 31 corridors. Completed plans, specifications, and cost estimate for Bike Path IV Phase II, which consisted of a combinations of road widening (on-road path), new bike path construction (off-road path), and repair of the existing bike path in the three corridors.

Lake County Division of Transportation, IL

Rollins Road Resurfacing and Non-Motorized Travel Improvements

Project Engineer for Phase I/II design to improve pedestrian mobility along Rollins Road from Fairfield Road to Civic Center Way. The project includes alternative analysis to provide sidewalk along both sides of the road, pavement resurfacing, extensive public involvement, traffic signal design, drainage studies, right-of-way plats, environmental investigation, and permitting.

Park Forest, IL

Shabbona Drive Resurfacing Phase II

Provided Phase II engineering services for the improvements of Shabbona Drive. The project included full depth removal of the existing asphalt roadway, profile corrections, and paving HMA leveling binder and surface course to provide a revised cross slope of 2%. To improve safety and provide a traffic calming measure, curb bump outs were installed at eight locations along Shabbona Drive. The project required coordination with Cook County Highway Department, ADA sidewalk ramp replacements, and replacement of driveway aprons.

Brandon L. Buzzell, PE, SE
Transportation Engineer - Bridge & Seawall Structural Design



Joined Firm in 2009

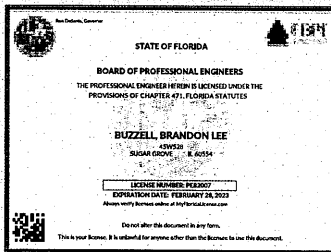
Years of Experience 26

EDUCATION

B.S., Civil Engineering,
University of Illinois at Urbana-
Champaign, 1998

REGISTRATIONS

Licensed Professional
Engineer: Illinois, Wisconsin,
Florida, and Texas



Brandon has a wealth of experience in the transportation and structural engineering fields and has performed bridge design work for state agencies, counties, municipalities, and agencies. He has served as Project Engineer and Project Manager on projects, and through his detailed and accurate plans, has developed a reputation as a producer of high-quality bridge plans. Brandon is a member of the ACEC-IL IDOT Bridge Committee.

REPRESENTATIVE PROJECTS

Delray Beach, FL

Island Drive Bridge Rehabilitation

Provided construction coordination, inspection, and submittal review for the City's Island Drive Bridge rehabilitation project. The project consisted of seawall replacement on the north-west corner of the bridge, concrete repairs of bridge piles, repair, reinforced, and shot-crete abutments and wingwalls, drainage improvements, and replacement of top slab of the valve vault.

Delray Beach, FL

Atlantic Dunes Seawall Replacement CEI

Provided construction coordination, inspection, and submittal review for the City's Atlantic Dunes Seawall Replacement project. The project consisted of Demolition of Existing Seawall, and Construction of New Seawalls, including Precast Sheet Piles and Cast in Place Concrete Pile Cap.

DeKalb County Highway Department, IL

McNeal Road Bridge over South Branch Kishwaukee River

Structural Manager and Lead Structural Engineer for Phase I and Phase II engineering for the replacement of an existing three-span precast deck beam bridge, funded by the STP-Bridge program. Preliminary design presented a challenge since the existing roadway laid low in the floodplain and overtops frequently. Following normal IDOT bridge design criteria would have resulted in a large raise to the roadway profile, along with excessive right-of-way (ROW) needs and wetland impacts. A waiver of roadway freeboard requirements was also coordinated with District Three staff. The proposed structure is a 217-foot four-span haunched slab bridge, matching the existing road profile to minimize floodplain fill and allow the work to be completed within existing ROW. Sheet

TRAINING

4-Day Training Course for
Fracture Critical Inspection
Techniques for Steel
Bridges - FHWA/NHI, 2011

10-Day Training Course for
Inspection of In-Service
Bridges - FHWA/NHI, 2008

pile retaining walls were utilized around both abutments to protect the roadway embankment, while minimizing the footprint of the improvements.

Delavan, WI

Borg Road Over Swan Creek (P-64-0084), Bridge Rehabilitation Report

Prepared a Bridge Rehabilitation Report for review by the Wisconsin Department of Transportation to evaluate rehabilitation or replacement alternatives for a single-span steel structure that was severely deteriorated. Options explored included deck replacement, superstructure replacement, and full replacement. Report also included cost estimates for four different superstructure types, and ultimately recommended superstructure replacement with prestressed concrete girders, which calculations showed would have the lowest equivalent annual cost.

Elk Grove Village, IL

Clearmont Drive Pedestrian Bridge Replacement

Lead Structural Engineer for Phase II Engineering for the replacement of a pedestrian bridge over Salt Creek. The project included a reevaluation of the Phase I design, redesign of the structure type, environmental permitting, decorative lighting design, preparation of bid documents and agency coordination. The project used ITEP funding and was coordinated with IDOT's Bureau of Local Roads and Streets. The cost is estimated at \$2,400,000 and construction is scheduled for spring 2023.

Glenview, IL

Bridge Rehabilitation

Structural Engineer for repairs on two structures: Glenview Road over North Branch Chicago River, and a pedestrian bridge over East Lake Avenue. The repair of the pedestrian bridge included a partial-depth repair of two deteriorating concrete stairways. A removal detail was developed which allowed a variable-depth removal, along with supplemental reinforcement bars. A groove detail was added to the landings to bring them into ADA compliance. The traffic bridge over the river underwent sidewalk repairs, parapet repairs, expansion joint replacement, and painting of the steel beam ends. Baxter & Woodman also provided construction inspection of the repairs.



Joshua S. Harris, PE, PTOE®
Transportation Engineer - Traffic Engineering



Joined Firm in 2020

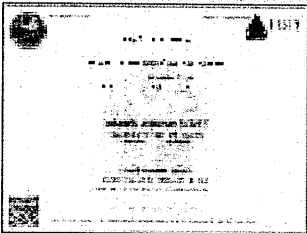
Years of Experience 17

EDUCATION

B.S., Mechanical Engineering,
University of Florida, 1986

REGISTRATIONS

Licensed Professional
Engineer: Illinois and Florida



CERTIFICATIONS

Professional Traffic Operations
Engineer®, certified by the
Institute of Transportation
Engineers, 2014

IDOT Documentation of
Contract Quantities #21-18849



Josh is a Certified Professional Traffic Operations Engineer® and is a Project Manager for a variety of municipal, county, and large agency transportation projects. His design and construction engineering background includes roadway reconstruction, roundabouts, streetscape, intersection improvements, and roadway maintenance.

REPRESENTATIVE PROJECTS

Boynton Beach, FL

High Ridge Road Concept Study

Lead Project Engineer for preparation of conceptual plans, a conceptual cost estimate, and grant application assistance for an application to the Palm Beach Transportation Planning Agency (TPA) for High Ridge Road from NW Commerce Park Drive to Miner Road. Improvements included milling and resurfacing the pavement and maintaining the existing four lanes and landscaped median. The City also wanted to explore a possible four-lane section along High Ridge Road while maintaining left turn channelization at the intersections.

Wood Dale, IL

FY21-FY22 Road Projects

Project Engineer for the development of plans, specifications, and cost estimate for the FY 2021/2022 Road Projects. Annually, the City of Wood Dale, through the Capital Improvements Plan, selects streets throughout town that need resurfacing per the Street Sufficiency Study. Work for the project included roadway reconstruction, asphalt surface removal and replacement, replacement of deteriorated sections of curb and gutter, and replacement of non-ADA compliant sidewalk ramps.

La Grange, IL

2021 Street Improvements

Project Engineer for the development of plans, specifications, and cost estimate for the FY 2021 Street Improvements project. The FY 2021 street improvements included curb repairs, sidewalk ramp replacement in accordance with ADA requirements, base repairs, partial and full depth HMA pavement milling, HMA binder and surface course placement, and storm sewer repairs for West Elm Avenue, West Maple Avenue, and West Goodman Avenue from Gilbert Avenue to South Brainard Avenue. The design used various techniques to minimize construction cost and maximize roadway improvements for the three streets.

Cindy M. Young, PE
Stormwater Engineer

Joined Firm in 2019

Years of Experience 28

EDUCATION

M.S., Water Resource
Engineering, University of
Central Florida, 1998

B.S., Environmental
Engineering, University of
Central Florida, 1996

REGISTRATIONS

Licensed Professional
Engineer: Florida

CONTINUING EDUCATION

Federal Highway
Administration, Stream
Stability and Scour, Highway
Bridges Seminar

Streamline Technologies, ICPR
Training Class)

Cindy has vast experience performing drainage engineering for a wide range of projects, including a major drainage model for Lakeland Linder Regional Airport. She has designed water and reuse distribution systems, sewer collection systems, and lift station design. She is proficient in the use of many software packages, such as CADD and geometry design packages, ICPR storm modeling, ASAD storm sewer design, Arc View/Avenue, Modret groundwater modeling, and Microsoft Office. She has attended the Highway Bridges seminar, and attended the ICPR training class by Streamline Technologies.

REPRESENTATIVE PROJECTS

Orlando, FL

Little Wekiva River - Preliminary Engineering Evaluation

Project Engineer on a project that performed evaluation of retrofitting areas on Lake Lawne Shores, Center of Commerce, and Lake Orlando Golf Course, with the emphasis on reducing phosphorus and nitrogen annual loading rates to the Little Wekiva River. An innovative design was provided on the Center of Commerce site that would provide a larger reduction in loading rates to the overall basin at a reduced cost per kilogram compared to the two smaller sites on Lake Lawne and Lake Orlando. The design included a drainage basin study, preliminary design of a stormwater system for the three sites, and meetings with City and SJRWMD staff.

Orlando, FL

Lake Olive to Lake Lawsona Drainage Retrofit

Drainage Engineer for a conveyance improvement project to hydraulically connect Lake Olive to Lake Lawsona as part of the SE Lakes Improvements project. Project consisted of approximately 470 feet of 30-inch and 36-inch RCP pipe along Hyer Avenue, and the design of an adjustable control structure along Hyer Avenue. Scope included reconstruction of Hyer Avenue along the project limits, preparation of construction plans, utility coordination, MOT plans, and permitting through SJRWMD.

Polk County, FL

Lakeland Linder Regional Airport - FBO Site Design

Project Engineer for drainage and utility design, and site plans. Prepared site plans for the new FBO facility under a very tight deadline, including a new design to solve flooding of the existing site. Permitting with SWFWMD, City of Lakeland Water and Sewer Utilities.



Orange County, FL

Khayyam Canal Study and Retrofit

Project Engineer on a project that performed bank erosion study for Khayyam Canal (Section B), which experienced severe erosion. The canal drains a large basin from S.R. 434 and several basins within the University of Central Florida. Scope included a drainage study, developing three alternatives, preparation of construction plans based on the selected alternative, and utility coordination. Permitting with SJRWMD and FDOT (Drainage Connection).

Orlando, FL

Little Wekiva River - Preliminary Engineering Evaluation

Project Engineer on a project that performed evaluation of retrofitting areas on Lake Lawne Shores, Center of Commerce, and Lake Orlando Golf Course, with the emphasis on reducing phosphorus and nitrogen annual loading rates to the Little Wekiva River. An innovative design was provided on the Center of Commerce site that would provide a larger reduction in loading rates to the overall basin at a reduced cost per kilogram compared to the two smaller sites on Lake Lawne and Lake Orlando. The design included a drainage basin study, preliminary design of a stormwater system for the three sites, and meetings with City and SJRWMD staff.

Orange County Public Works, FL

Anderson Road Outfall

Drainage Engineer for a retrofit project that included the design of a new wet detention pond to improve water quality from an existing urban basin that was discharging untreated stormwater. The project included a drainage basin study, multiple alternatives analysis, several public information meetings, and was permitted through the SJRWMD.

Orange County, FL

County Road 545 Drainage Assessment and Recommendation

Project Engineer for a stormwater design to reduce flooding at a long low point of CR 545. The study needed to be performed quickly since CR 545 is a major artery of west Orange County. The design included a drainage basin study using the Cypress Creek ICPR basin study to recommend alternatives to reduce the flooding. The simplest, fastest, and most cost-efficient remedy was to raise the low point by 16 inches. The remedy did not require permitting with SJRWMD and was easily constructed by County maintenance crews.



Spencer Grossinger, EI
Drainage Engineer



Joined Firm in 2023

Years of Experience: 5

EDUCATION

B.S., Civil Engineering, Florida
Atlantic University, 2018

REGISTRATIONS

Engineering Intern Certified -
License Number 110022424



Spencer has recently joined our team with experience in drafting and designing water, sewer, drainage, signage and pavement marking, and photometric plans for single family homes, townhomes, and residential developments.

REPRESENTATIVE PROJECTS

Lantana, FL

Water, Wastewater & Stormwater Master Plan

Project Engineer assisting with comprehensive master plan for the City's potable water distribution system, wastewater collection and transmission system, roadway, seawalls, parks and recreation facilities and stormwater system master plan including recommendations for Capital Improvement Projects (CIP).

Delray Beach, FL

Northwest Neighborhood Improvements

Project Engineer providing design engineering for multiple roadway and alleyway improvements in the NW Neighborhood area. The limits of the project are from I-95 to Swinton Avenue and from Atlantic Avenue to Lake Ida Road.

West Palm Beach, FL

Resia Pine Ridge

With the guidance of Professional Engineer, drafted and designed water, sewer, drainage, signage & pavement marking, and photometric plans for 288 unit (multifamily), 11.46-acre residential development in West Palm Beach, Florida.

Delray Beach, FL

Aura Delray Beach

With the guidance of Professional Engineer, drafted and designed water, sewer, drainage, signage & pavement marking, and photometric plans for 292 unit (apartments) residential development in Delray Beach, Florida, at the intersection of Atlantic Avenue and Congress Avenue.

Miami, FL

Verdana Landings

With the guidance of Professional Engineer, drafted and designed water, sewer, drainage, signage & pavement marking, and photometric plans for 121 unit (single family homes), 28.07-acre residential development in Miami, Florida.

Kathryna Clarke, EI
Drainage Engineer



Joined Firm in 2021

Years of Experience 9

EDUCATION

B.S., Civil Engineering,
Northeastern University, 2015

CERTIFICATIONS

Engineer Intern
Erosion Control Inspector



Kathryna is experienced in civil engineering providing design support for municipal water infrastructure projects, as well as for commercial, industrial, and residential land development projects for several Florida municipalities and national clientele. She brings a broad range of talents including stormwater modeling, erosion control inspection, CADD, and construction administration support.

REPRESENTATIVE PROJECTS

City of Cocoa, FL

Grissom Parkway Cement Plant

Kathryna provided engineering services for the proposed Grissom Parkway Cement Plant which consisted of preparing, certifying and processing permit applications for the City of Cocoa.

Orange County, FL

Jones Avenue BMP Design

Kathryna provided final design plans and stormwater modeling support for the Jones Avenue Pond BMP Design Project, which will include an alum injection system.

Integra Land Company, FL

Boggy Creek Road Apartments

Kathryna provided design and construction documentation for the proposed Boggy Creek Road Apartments located east of Boggy Creek Road and between New Hope Road and Beth Road.

Palm Beach County, FL

Haverhill Road from Hypoluxo Road to Lantana Road

Project Engineer responsible for drainage, modeling, and design for the roadway design services for widening of Haverhill Road from Hypoluxo Road to Lantana Road (approximately 6,200 LF) from a two-lane divided section to four-lane divided. The project site is located in unincorporated Palm Beach County, west of Lake Worth Beach. Work includes right-of-way mapping for Haverhill Road to expand the right-of-way from an existing 80-foot to a proposed 100-foot section, roadway and drainage design, signalization, signing, and pavement marking design and street lighting.

Thu Nguyen, EI
Drainage Engineer



Joined Firm in 2023

Years of Experience 2

EDUCATION

B.S., Civil Engineering, Florida Atlantic University, 2022

CERTIFICATIONS

Engineer Intern



Thu has recently joined Baxter & Woodman after receiving her Civil Engineering degree from Florida Atlantic University. She regularly assists Project Managers on a wide variety of infrastructure improvement projects including wastewater needs assessments, neighborhood drainage improvements, and drainage studies.

REPRESENTATIVE PROJECTS

Delray Beach, FL

Northwest Neighborhood Improvements

Project Engineer providing design engineering for multiple roadway and alleyway improvements in the NW Neighborhood area. The limits of the project are from I-95 to Swinton Avenue and from Atlantic Avenue to Lake Ida Road.

Lantana, FL

Water, Wastewater & Stormwater Master Plan

Project Engineer assisting with comprehensive master plan for the City's potable water distribution system, wastewater collection and transmission system, roadway, seawalls, parks and recreation facilities and stormwater system master plan including recommendations for Capital Improvement Projects (CIP).

Gulf Stream, FL

General Civil Engineering Services

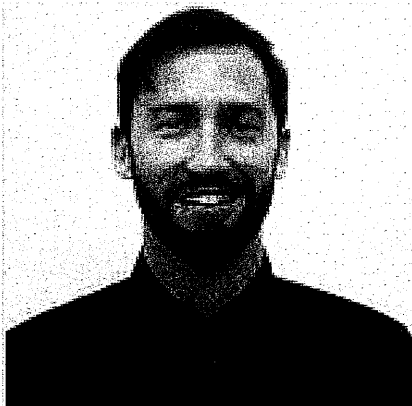
Project Engineer providing design engineering services for a wide variety of projects under a general engineering services contract. Projects include rehabilitation and maintenance improvements of existing storm drainage lines, new storm drain lines, renovation to existing storm sewer pumping stations, design of new storm sewer pumping stations, replacement of existing water mains, and roadway and drainage design.

Palm Beach County, FL

Sims Road from Lakes of Delray Boulevard to Atlantic Avenue

Project Engineer assisting with design services for a roadway extension and culverting design of the LWDD Canal L-34 crossing for Sims Road, extending from Lakes of Delray Boulevard to Atlantic Avenue. The unimproved road section is approximately 3,000-LF and is located in unincorporated Palm Beach County, west of Delray Beach, Florida.

Arthur "Jake" Hurley, PE Water/Wastewater Engineer



Joined Firm in 2021

Years of Experience: 9

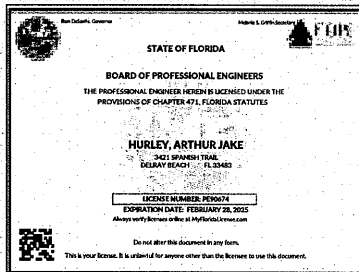
EDUCATION

B.S., Civil Engineering,
University of Central Florida,
2016

International Engineering
Minor, University of Central
Florida, 2016

REGISTRATIONS

Licensed Professional
Engineer: Florida



BAXTER & WOODMAN
Consulting Engineers

Jake started his career as a field/project engineer working for general contractor Wharton Smith, Inc. Then at the City of Boynton Beach Utilities Department, he functioned as a project manager and engineer for multiple improvement projects. His experience includes project management, engineering design, permitting, bidding services and construction services.

REPRESENTATIVE PROJECTS

Loxahatchee River Environmental Control District, FL

LRECD IQ511 Pump Station Piping Improvements

Construction Manager for the installation of approximately 75 LF of 36-inch DIP reclaim water main, 36" valve, sluice gate, concrete influent bay structure, structural connection to existing IQ-511 wet well, roadway, and electrical site improvements. Duties include, coordinating inspectors, acting as the EOR's representative, design review, overall construction administration, review of shop drawings, review of pay applications, administering pre-construction and progress meetings, construction schedule review, preparing and negotiating change orders, responding to contractor's RFI's and clarifications, processing final project certifications, and verifying contractor's conformance to construction documents.

West Palm Beach, FL

Hydraulic Modeling Support

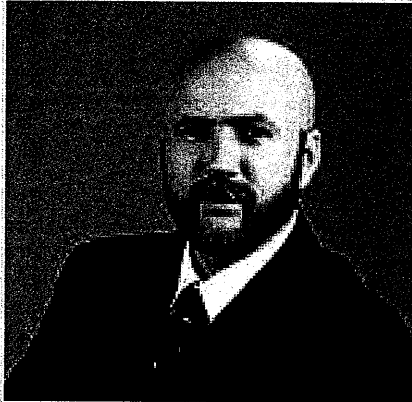
Engineering professional responsible for the evaluation of emerging developments within the City of West Palm Beach, focusing on their potential impacts on the potable water distribution system and wastewater collection and transmission network. Core responsibilities encompass hydraulic modeling, pressure assessments, conducting comprehensive assessments of water, wastewater, and lift station capacities, formulating recommendations for infrastructure replacement, and the preparation of capacity evaluation reports.

Boynton Beach, FL

Lakeside Gardens Drainage Improvements

Project Engineer for drainage improvements to several streets in the Lakeside Gardens Community. Previously engineered by others, the major work items for the project included the design of approximately 1,600 linear feet (LF) of drainage pipe, 25 drainage structures, a new gravity outfall, a discharge pipe for a portable emergency stormwater pump, and 1,130 LF of water main replacement. Ancillary items associated with the construction of the stormwater management system include sanitary and water service line adjustments, driveway replacements, curbing, roadway widening and restoration, and erosion control measures.

Kyle Scott, PE
Water/Wastewater Engineer



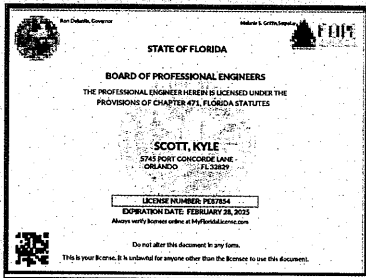
Joined Firm in 2014
Years of Experience: 10

EDUCATION

B.S., Environmental
Engineering, University of
Central Florida, 2013

REGISTRATIONS

Licensed Professional
Engineer: Florida



Kyle's has 10 years of engineering design and construction experience include hydraulic modeling, potable water systems, reclaimed water systems, wastewater collection and transmission systems, master planning, and construction observation.

REPRESENTATIVE PROJECTS

Boynton Beach, FL

Reclaimed Water Planning Assistance

Engineer responsible for evaluating the City of Boynton Beach's compliance with FDEP Ocean Outfall Bill. Responsibilities include evaluating historical wastewater treatment plant data, reclaimed water data, wastewater and reclaimed water flow projections, develop maps with existing and potential reclaimed water users, infrastructure CIP recommendations, preparation of a technical memorandum, correspondence with FDEP, and acted as the City representative for FDEP for compliance.

Wilton Manors, FL

Integrated Water/Wastewater/Stormwater Master Plan

Engineer for the preparation of an Integrated Master Plan to inventory, assess, and prepare a Capital Improvement Plan (CIP) for the water distribution system, wastewater collection system, and stormwater system. The CIP was based upon information associated with service area demographics, water resources, water demands, wastewater flows, hydraulic simulations, and City-recorded accounts of significant issues. The goals and objectives of the Master Plan include:

- Provide and maintain potable water, wastewater, and stormwater services in an efficient and cost-effective manner that will ensure public health, safety, and quality of life while protecting the environment.
- Maintain the minimum levels of service standards for services within the City limits.
- Continue to assess the service lines and correct deficiencies in a timely manner.
- Coordinate with the City of Fort Lauderdale through the Bulk User Agreement (potable water), Large User Agreement (wastewater), and the Municipal Separate Storm Sewer System Permit (MS4).
- Continue to operate the services as enterprise funds.

Alexis Shotton, PE

Water/Wastewater Engineer/Utility Coordination/Grants Assistance



Joined Firm in 2017

Years of Experience: 7

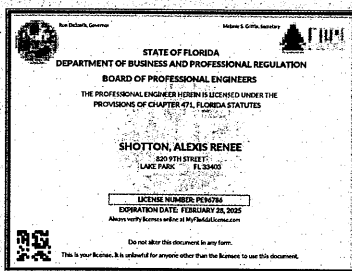
EDUCATION

B.S., Civil Engineering
University of Illinois at Urbana-
Champaign, 2017

A.S., Engineering Science,
Kishwaukee College, 2014

REGISTRATIONS

Licensed Professional
Engineer: Florida



Alexis joined Baxter & Woodman after receiving her Bachelors of Science degree in Civil Engineering from the University of Illinois at Urbana-Champaign. Her studies were concentrated in environmental engineering, water resources and water quality, hydraulic analysis and design, and fluid dynamics. She routinely assists senior engineers with the design of water main and sewer improvements. Since joining Baxter & Woodman, Alexis has excelled in the fields of computerized maintenance and management systems, underground infrastructure, and water and sewer rate studies.

REPRESENTATIVE PROJECTS

Wilton Manors, FL

NW 29th Street and NW 30th Court Potable Water Improvements
Project Engineer for design of potable water main consisting of replacement of approximately 4,000 lineal feet of 6-inch water main using pipe bursting methods and reconnecting water service lines to the new water main. The project requires coordination with FDOT and Broward County.

Wilton Manors, FL

SLR Vulnerability Assessment

Project Engineer assisting the City with preparation of a Sea Level Rise Vulnerability Assessment on the City's infrastructure. This includes performing an exposure analysis to identify the depths of flooding caused by SLR, storm surge, rainfall events, and/or compounded flood scenarios, and performing a sensitivity analysis to determine the impact of flooding on the City's critical assets. This project also includes supporting the City with steering committees and public outreach meetings.

Lake Park, FL

Southern Outfall Improvements

Project Engineer for replacement of 72-inch storm sewer pipe with two 60-inch storm sewer pipes in order to increase stormwater flow capacity to improve flood protection and address sea level rise. This project included permitting with Florida Department of Transportation and South Florida Water Management District.

West Palm Beach, FL

Lift Station 127 Rehabilitation

Project Engineer for the engineering design services for the rehabilitation of Lift Station No. 127 to a submersible-type lift station. The detailed design includes the necessary site-civil, mechanical, and electrical improvements required to rehabilitate the existing lift station and wet well.

Lake Park, FL

Grant Assistance

Project Engineer assisting the Town with preparation of an Environmental Assessment Application, submitted to Florida Commerce. The project includes coordination and compliance with various agencies including Historic Preservation, Clearinghouse, FEMA, Tribal Lands, Coastal Zone Management Act, Coastal Barrier Resources Act, and others in accordance with the grant requirements.

Gulf Stream, FL

Grant Funding for Vulnerability Assessment

Project Engineer assisting the town with preparation of a grant application for the Florida Department of Environmental Protection (FDEP) Resilient Florida Grant Program. The project included preparation and submittal of an application for funding to perform a Vulnerability Assessment.

Wilton Manors, FL

SLR Vulnerability Assessment

Project Engineer assisting the City with preparation of a Sea Level Rise Vulnerability Assessment on the City's infrastructure. The project is funded by the Resilient Florida Grant Program, and the assessment was done in accordance with grant requirements. This includes performing an exposure analysis to identify the depths of flooding caused by SLR, storm surge, rainfall events, and/or compounded flood scenarios, and performing a sensitivity analysis to determine the impact of flooding on the City's critical assets. This project also includes supporting the City with steering committees and public outreach meetings.



Emily Altman, EI
Water/Wastewater Engineer



Joined Firm in 2023
Years of Experience: 2

EDUCATION

B.S., Environmental
Engineering, Florida Atlantic
University, 2022

CERTIFICATIONS

Engineer Intern



Emily has recently joined Baxter & Woodman after receiving her Environmental Engineering degree from Florida Atlantic University. She regularly assists Project Managers on a wide variety of infrastructure improvement projects, including lift station rehabilitations, wastewater needs assessments, and drainage studies.

REPRESENTATIVE PROJECTS

West Palm Beach, FL

Lift Stations No. 26, 45 and 51 Rehabilitation

Project Engineer providing engineering design services for the rehabilitation of Lift Stations 26, 45, and 51 in the City of West Palm Beach. The project includes converting the existing “can-type” station to submersible stations, installing two new 20 Hp submersible pumps with associated rails and hatches, providing structural modifications of the existing wetwell to convert it into a submersible wetwell, demolishing the concrete entrance tube and extend the concrete walls to grade, providing new concrete top slab with hatches, replacing the existing control panel and RTU in accordance with City standards, replacing the existing 30 KW with a new 30 KW standby generator with base mounted tank (LS 51), replacing approximately 190 LF of 12-inch gravity sewer line, 43 LF of 10-inch gravity sewer line, and approximately 75 LF of 10-inch forcemain in the discharge line.

Delray Beach, FL

Northwest Neighborhood Improvements

Project Engineer providing design engineering for multiple roadway and alleyway improvements in the NW Neighborhood area. The limits of the project are from I-95 to Swinton Avenue and from Atlantic Avenue to Lake Ida Road.

Richard M. Chipman, CGC
Construction Manager



Joined Firm in 2013

Years of Experience 41

EDUCATION

Construction Law, Auburn University

Construction Materials and Methods, Palm Beach Junior College

Licensing, Florida School of Construction

Estimating, Palm Beach Junior College

Accounting, University of Buffalo

Quantitative Management/
Construction Technology, Erie Community College



Richard has extensive experience in several phases of municipal construction, administration of complex construction projects, and supervisory management in the fields of building construction, site development, and water and wastewater treatment. His management and technical skill offers a wide range of tangible experience.

REPRESENTATIVE PROJECTS

Delray Beach, FL

NE 2nd Avenue/Seacrest Phase II Beautification

Construction Manager for Phase II of the Seacrest Beautification Project. The NE 2nd Avenue/Seacrest Beautification projects are both City funded and federally funded through the Florida Department of Transportation (FDOT) Local Agency Program. The project evolved into four phases. The scope of this project includes reduction in travel lane width, 6-foot wide concrete sidewalks, dedicated bike lanes, crosswalks, pedestrian crosswalk improvements, local agency program (LAP) administration, and LAP environmental review. Baxter & Woodman provided construction administration, resident project representative services, public outreach, and FDOT LAP Coordination for the project.

Lake Worth Beach, FL

5th Avenue South Bikeway and Pedestrian Trail Project

Construction Manager for converting an existing unimproved right-of-way to a complete improved bikeway and pedestrian train with new sidewalks, landscaping, irrigation, stormwater facilities, traffic calming, signage, and striping. The project also had funding provided by the Florida Department of Transportation (FDOT), and the Construction Manager needed to ensure compliance with all LAP requirements and documentation to ensure that the City obtained the full project reimbursement from FDOT.

Delray Beach, FL

SW 2nd Street Resurfacing (I-95 to SW 2nd Avenue)

Construction Manager for the construction of roadway improvements consisting of milling and resurfacing with asphaltic overlay, including leveling course and pavement markings.

Andrew A. Capellini
Construction Manager



Joined Firm in 2021

Years of Experience 12

EDUCATION

B.S., Construction
Management, Florida
International University, 2021

AA, Broward College, FL, 2018

TRAINING/CERTIFICATION

Certified in OSHA Hazard
Recognition

FDOT Concrete Field Inspector
Specifications

ACI Concrete Field-Testing
Technician - Grade I

Concrete Field Technician
Level 1

Troxler Electronic Laboratories,
Inc. - Compaction & Density
Testing

Pile Driving Inspection

BAXTER & WOODMAN
Consulting Engineers

Andrew is experienced in Construction Project Management, Construction Administration, Building Construction Plans Interpretation, Facilities Maintenance, Remodeling, Electrical Experience Construction Documents, and Contracts. Also skilled in Microsoft Office, MS Project, MS Excel, and AutoCAD..

REPRESENTATIVE PROJECTS

City of Delray Beach

Lowson Boulevard CEI Services

Construction Manager for Construction Engineering and Inspection (CEI) services for Lowson Boulevard from Dover Road to SE 5th Avenue (US L/Federal Highway). The project includes generally the mill and overlay of single-lane and two-lane undivided roadway section, segments with the addition of curbing, traffic signage, pavement markings, a pedestrian bridge on the north and the south sides of Lowson Boulevard over the LWDD E-4 Canal, signalization improvements at various intersections, and drainage structure and swale improvements. The Lowson Boulevard project is funded by both the City and the Florida Department of Transportation (FDOT) under the Local Agency Program. In addition to CEI services, Baxter & Woodman provided Public Involvement services, agency and utility coordination, and LAP Administration services during the 19.5-month construction period.

City of Delray Beach

CEI Services for Osceola Park Phase 2 Neighborhood Improvements

Construction Manager for Construction Engineering & Inspection (CEI) services for the construction of Osceola Park Neighborhood Improvements - Phase 2. This phase of construction work covered under this project comprises: significant potable water main improvements, drainage improvements, sanitary sewer improvements, roadway reconstruction, roadway mill and overlay, alleyway improvements, signage and pavement marking improvements, curbing, sidewalk, and driveway improvements, decorative LED lighting improvements (installed by FP&L), and landscaping & irrigation improvements for the City of Delray Beach. Construction also includes clearing and grubbing, dewatering, MOT, complying with permit conditions, ADA-compliance, swale development, flushing, testing & disinfection and all restoration required. The work is located in the City of Delray Beach and Florida Department of Transportation (FDOT) rights-of-way.

Anthony Monroe
Construction Inspector



Joined Firm in 2022

Years of Experience: 24

CERTIFICATIONS

Asphalt Paving Level 1



Anthony is a skilled construction inspector offering 23 years of experience serving as a superintendent for contractors in Florida. He is consistently praised for his effective coordination between clients and contractors. Anthony's main priority while overseeing projects are maintaining clients' budgets and schedules.

REPRESENTATIVE PROJECTS

Town of Lantana, FL

East Lantana Road Improvements

Construction Inspector for roadway improvements for E. Lantana Road from Dixie Highway to the Intracoastal Waterway. The Town identified potential roadway settling along the route. Failure in two stormwater pipes that outfall at the east end of E. Lantana Road is a possible cause for the roadway settling.

City of Delray Beach, FL

Lowson Boulevard LAP Improvements

Construction Inspector for the City's Lowson Boulevard Roadway Improvements. The project is funded by both the City and the Florida Department of Transportation under the Local Agency Program (LAP). The 2.4-mile project extends from Dover Road to US1/Federal Highway. The project includes the mill and overlay of a two-lane undivided roadway section, the addition of curbing, signage, pavement markings, signalization, drainage, and swale improvements. Also included is the construction of two pedestrian bridges spanning the Lake Worth Drainage District E-4 Canal. Baxter & Woodman is also providing public involvement services, agency and utility coordination, and LAP Administration services during the 19.5-month construction timeframe.

City of Pompano Beach, FL

Pompano Beach Palm Club Water Main Improvements

Provided engineering assistance with the City's Palm Club Water Main Improvements. The project included a connection of the terminal end of the 6-inch water main on Sunset Lane to the 4-inch water main along Palm Club Drive within the Palm Club development, eliminating the dead end water main on Sunset Lane. The new water main is approximately 115-linear-feet long and 6-inch in diameter, with a fire hydrant located adjacent to Palm Club Drive.

Brad R. Stoecker
Construction Inspector/Drone Pilot



Joined Firm in 1998

Years of Experience 34

**FEDERAL AVIATION
ADMINISTRATION:**

Remote Pilot Certification,
#4366310, February 2020



Brad has strong background in construction survey and layout, inspection, and documentation. His eight years of experience with the Illinois Department of Transportation gives him in-depth knowledge of IDOT standards and procedures. His interpersonal skills were developed while supervising IDOT projects, where he coordinated work between the engineer and contractor and kept the general public informed of project status. Since relocating to Florida in 2016, Brad has been involved in various project site inspections and construction progress documentation for many water, sewer, paving and drainage projects. Brad also provides daily reporting in the format of photography, video and visual arts which are uploaded to various social media platforms for public notification, design and construction status updates.

REPRESENTATIVE PROJECTS

Lake Worth, FL

5th Avenue South Bikeway and Pedestrian Trail

Construction Technician for converting an existing unimproved right-of-way to a complete improved bikeway and pedestrian train with new sidewalks, landscaping, irrigation, stormwater facilities, traffic calming, and signage and striping. The project also had funding provided by the Florida Department of Transportation (FDOT). The Construction Manager needed to ensure compliance with all LAP requirements and documentation to ensure that the City obtained the full project reimbursement from FDOT.

Delray Beach, FL

SW 4th Street/SW6th Street/SW7th Street Improvements

Brad provided Construction Inspection for the City's SW 4th Street/SW6th Street/SW7th Street Improvements. The project consisted of improvements to roadways, paved alleys, sidewalks, swales, stormwater system, sanitary sewer system, and street lighting.

Delray Beach, FL

Beach Master Plan

Construction Administration and Inspection for Atlantic Avenue and SR A1A Intersection & Pedestrian Crossing Improvements, ADA Crossings, Dune Deterrent Fencing, Beach Walkway Improvements, Turtle Friendly Beach Lighting.

Michelle Zhao, EI
Utility Coordination



Joined Firm in 2022

Years of Experience 2

EDUCATION

B.S., Civil Engineering,
University of Central Florida,
2022

REGISTRATIONS

Engineer Intern



Michelle is a graduate of the University of Central Florida and has recently joined our team with experience in Open Roads Designer and engineering designs for roadway projects. Her additional experiences include assisting senior engineers in water, stormwater, and wastewater system improvement projects.

REPRESENTATIVE PROJECTS

Palm Beach County, FL

Haverhill Road from Hypoluxo Road to Lantana Road

Project Engineer for the roadway design services for widening of Haverhill Road from Hypoluxo Road to Lantana Road (approximately 6,200 LF) from a two-lane divided section to four-lane divided. The project site is located in unincorporated Palm Beach County, west of Lake Worth Beach. Work includes right-of-way mapping for Haverhill Road to expand the right-of-way from an existing 80-foot to a proposed 100-foot section, roadway and drainage design, signalization, signing, and pavement marking design and street lighting.

Orange County, FL

37th Street Sidewalk Design

Project Engineer for the design of approximately 1,500 feet of sidewalk and associated drainage structures along a neighborhood street. The project includes survey, geotechnical investigation, environmental investigation, design of sidewalk including a transition from the north side of the street to the south side, an underground drainage system, utility coordination, and pavement markings associated with the project.

Boynton Beach, FL

Reclaimed Water Planning Assistance

Engineering services for the review of Boynton's Reclaimed Water System Expansion Activities. Gathered land data for existing reclaimed water consumers and prepared summary table of data calculations for anticipated generation rates.

Lantana, FL

Comprehensive Water, Wastewater, Roadway, and Stormwater Master Plan

Engineering services for Lantana's potable water distribution system and wastewater collection and transmission system analyses. Reviewed and organized historical lift station/wastewater flow, meter, and runtime data in preparation for performing an infiltration and inflow analysis. Produced data visualization graph for rainfall intensity comparison between Lantana and West Palm Beach.

Lori J. Polantz
Public Relations



Joined Firm in 1995

Years of Experience 34

EDUCATION

B.A., Business Administration
St. Norbert College, 1990

**PROJECT WEBSITES
DESIGNED/MANAGED**

randallroad.info

osceolaparkproject.com

lowsonimprovements.com

improvegilmermidlothian.com

lbtseimar.com

ASSOCIATIONS

Crystal Lake Chamber
Foundation Board of Directors:
Board Member | 2022 - 2023



Lori is often called upon by project managers to assist with public relations efforts for client projects. Her communication expertise is utilized to plan and develop materials used in public information meetings, as well as displays, presentations, surveys, mailings and online tools geared towards stakeholder and resident issues. She has designed and maintained numerous project websites and stays current with the latest technology and online communication tools including Twitter, Facebook and blogs. Lori is adept at tailoring a project communication program to meet the needs and budget of a client.

Lori has developed and implemented integrated public information campaigns for roadway construction and high-profile projects to increase awareness, promote public understanding, and enhance communication during construction activities.

REPRESENTATIVE PROJECTS

Town of Lauderdale by the Sea, FL

El Mar Design

Public Relations Specialist for El Mar Drive Improvement Project. Community outreach efforts included providing support for virtual public information meetings. Managed development and maintenance of the project website. Designed multiple project surveys to encourage public participation input and buy-in into the final design concept selected.

Delray Beach, FL

Osceola Neighborhood Improvements

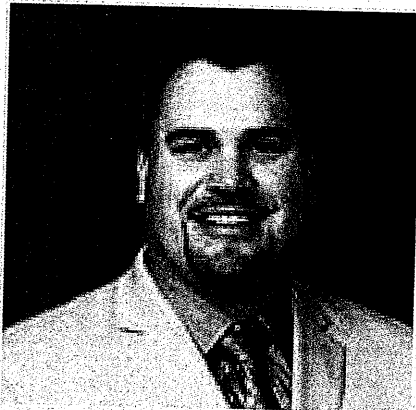
Public Relations Specialist for design and construction of improvements to the Osceola neighborhood public infrastructure. Provides support for public information meetings and development and maintenance of the project website. Provides regular project updates to residents through social media.

Delray Beach, Florida

Beach Master Plan

Public Relations Specialist for the construction of the Beach Master Plan Improvements. The project included installation of beach pedestrian turtle-friendly lighting for the beach promenade and intersection improvements focusing on pedestrian roadway crossings along S.R. A.1.A. Developed and maintained the project website and social media pages. Provided regular project updates to residents.

Andrew E. Zaletel, GISP
GIS Analyst



Joined Firm in 2005

Years of Experience 25

EDUCATION

M.S., Resource Analysis and GIS, Saint Mary's University of Minnesota, 2000

B.S., Biology (Ecology), Winona State University, 1999

CERTIFICATIONS

Geographic Information Systems Professional (GISP), GIS Certification Institute

RELEVANT COURSEWORK

"GIS Theory and Application"

"GIS Analysis"

"Advanced GIS"

"Advanced Arcview"

"Visual Basic Programming"

"Avenue Programming"

"Satellite Imagery/Photo Interpretation"

BAXTER & WOODMAN

Andy has served as Project Manager for numerous custom application development, utility mapping, data collection and basemap development projects. He has been instrumental in assisting communities with data analysis and conversion, custom application development, web-based GIS solutions, infrastructure system surveys, and educational workshop presentations and trainings.

REPRESENTATIVE PROJECTS

Lantana, FL

GIS Data Conversion

Conversion of the Town's existing water distribution, storm water, and sewer system AutoCAD data layers into Esri Geodatabase format. The data was then networked in Esri and corresponding attribution was populated for the relevant feature classes for each utility system. The Town was delivered datasets in Esri Geodatabase format with the associated map documents.

Lauderdale-By-The-Sea, FL

GIS Development and Implementation

Conversion and development of the Town's GIS basemap and utility data. Established and implemented Esri's ArcGIS Online (AGOL) environment. The data was then configured and loaded into the Town's organizational account with numerous AGOL applications developed for both internal and public consumption.

GIS Software Proficiency

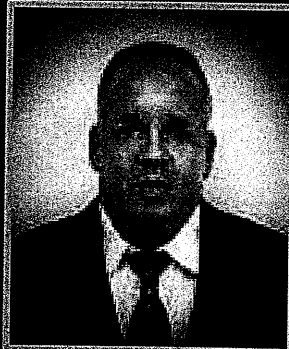
Andy is skilled in the following software programs:

- ArcGIS Software Suite
- MS Access and SQL
- Trimble Pathfinder Office
- Trimble TerraSync Professional
- Hansen Information Technologies
- Numerous ArcGIS Extensions
- ArcGIS Server
- ArcPAD
- ArcIMS 9.x
- Aerial Photography Analysis and Interpolation

Resumes for Subconsultants
Dennis J. Leavy & Associates, Inc.

David A. Bower, PSM

President / Senior Project Manager



Mr. Bower possesses more than 35 years of land surveying and project management experience within the South Florida area. For the past 23 years, he has worked with the firm Dennis J. Leavy & Associates delivering the highest standards of quality and service to his clients.

His professional experience encompasses all aspects of land surveying. This includes initial project research and document review, calculations for infrastructure layout, field crew set-up and supervision, management and coordination of survey data, and preparation of survey drawings.

Mr. Bower's open communication with the Client and his commitment to the Project ensures that each project will be delivered with the highest quality of services on time and within budget.

SELECTED PROJECTS

Mr. Bower served as Senior Project Manager under Dennis J. Leavy & Associates for the following projects:

Note: Completed projects were delivered on time and within budget. Projects were performed in accordance with Municipality Requirements and the Florida Standards of Practice for Surveyors & Mappers.

Palm Beach County – CANYON BRANCH LIBRARY – Palm Beach County, Florida
 Public Library Facility Improvements.
 Services provided by the firm: Review Commitments; Prepare Boundary Survey with topography; Prepare Control Survey.

Palm Beach County – PALM TRAN SOUTH COUNTY EXPANSION – City of Delray Beach, Florida
 Public Transportation Facility Improvements.
 Services provided by the firm: Prepare Boundary Surveys with topography; Review Commitments; Prepare Sketch and Descriptions; Platting.

Town of Loxahatchee Groves – FIRE STATION NO. 21 RENOVATIONS – Town of Loxahatchee Groves, Florida.
 Fire Station Renovations.
 Services provided by the firm: Prepare Boundary Surveys with topography; Review Commitments; Prepare Control Survey.

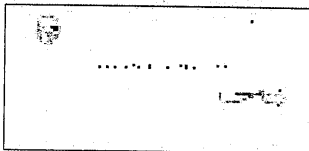
PBC Fire Rescue - STATION NO. 45 BUNK ROOM EXPANSION – Palm Beach County, Florida.
 Fire Station Renovations.
 Services provided by the firm: Prepare Boundary Survey with topography. Prepare Final Record Drawings.

Professional Registrations
 Licensed Professional
 & Mapper Florida No.
 5888

Professional History
 2000-Present:
 Dennis J. Leavy &
 Associates, Inc

Professional Affiliations
 Florida Surveying &
 Mapping Society

- Experience Summary**
- Boundary Surveys
 - Topographic Surveys
 - Right-of-Way Surveys
 - Hydrographic Surveys
 - Platting
 - Title Commitment Review
 - Project Management
 - Legal Description Preparation
 - Control Surveys
 - As-Built Surveys
 - Record Drawings
 - ALTA/ACSM Surveys



Dennis J. Leavy & Associates, Inc.
 Land Surveyors • Mappers



Andrew Nixon, PE

**Senior Project Engineer / Managing Partner
18 Years of Experience**



Mr. Nixon has 18 years of experience including providing Environmental, Geotechnical and Construction Materials Testing Services for low and high-rise structures, infrastructure, utilities, water and wastewater treatment plants, pump stations, bridges, piers, stormwater treatment areas, canal improvements, reservoirs and dams, roadways, etc. He prepares and reviews geotechnical and materials engineering inspection reports, coordinates and supervises engineering staff and drilling personnel, and conducts foundation observations, foundation design reviews and geotechnical instrumentation monitoring.

Mr. Nixon's skills include also completing and supervising pile inspections, helical pier inspections, fireproofing inspections, load tests, and monitoring specialty ground improvement techniques such as vibrocompaction, vibro-replacement and dynamic compaction. He has conducted and supervised several Preconstruction Video Surveys and Vibration Monitoring Programs.

He has provided oversight of field and laboratory testing programs during the construction phase of a variety projects, and supervised other engineers in the Construction Materials Testing Department. The testing programs typically included the performance of earthwork inspections, field and laboratory testing of soils, and field sampling of concrete. Mr. Nixon has also inspected and supervised testing programs during the construction of various roadway projects.

PROJECT EXPERIENCE

City of Sunrise - Southwest Wastewater Treatment Plant RAS Piping, Broward County, Florida

Mr. Nixon served as the Geotechnical EOR for the design of a new 12-inch watermain along Slydgemill Road and the replacement of a 12-inch water main on the east side of the Southwest Wastewater Treatment Plant.

Broward County - North District Regional Water Treatment Plant, Broward County, Florida

Mr. Nixon served as the Geotechnical EOR to investigate the settlement and cracking of 40+ year old wash-water recover basin, which consisted of a 12-inch-thick reinforced concrete base slab with a 3-inch-thick shotcrete slope tied into a 4-inch-thick concrete apron.

City of Boca Raton - Wastewater Treatment Plant, Palm Beach County, Florida

Mr. Nixon served as the Geotechnical EOR for the design of a one-story blower building that will house blowers and electrical equipment as well as the relocation of the in-plant lift station.

Palm Beach County - West Regional Wastewater Treatment Facility, Palm Beach County, Florida

Mr. Nixon served as the Geotechnical EOR for the Electric and Wet Weather Improvements project, which included installation of a new generator unit with a fuel tank, a lug box, and FPL transformer.

CONTACT

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Fort Lauderdale, FL 33301
AndrewNixon@wirxeng.com
(561) 762-8918

EDUCATION

Bachelor of Science in Ocean
Engineering, Florida Atlantic
University, Florida (2005)

PROFESSIONAL LICENSING

Engineer - FL #PE 71458
OSHA 40-hour HAZWOPER
Advanced MOT
Qualified Stormwater Inspector

CAPABILITIES

Project Management
Geotechnical Engineering
Foundation Design
Quality Control Inspections
Environmental Engineering

Copy of PE license included in Forms Section

Andrew Nixon, P.E.

Senior Project Engineer / Managing Partner



Spring Lake Improvements District - Waste Water Treatment Plant, Sebring, Florida

Mr. Nixon served as the Geotechnical EOR for the design of two effluent disposal beds, a small building for the prepackaged wastewater treatment and the replacement of a lift station.

City of West Palm Beach - Water Treatment Plant, Palm Beach County, Florida

Mr. Nixon served as the Geotechnical EOR for the design of a Powder Activated Carbon (PAC) basin, which is a self-contained unit that rests on a concrete tank.

City of West Palm Beach - Water Treatment Plant, Palm Beach County, Florida

Mr. Nixon served as the Geotechnical EOR for the West Palm Beach Water Treatment Plant Improvement project, which consisted of the removal of existing underground cisterns and construction of a wet well. The wet well entailed a deep excavation in proximity to an existing water tank, which involved underpinning the water tank.

City of Margate - East Wastewater Treatment Plant, Broward County, Florida

Mr. Nixon served as the Geotechnical EOR for the design of an asphalt paved access road and a dump site consisting of a concrete floor slab and masonry screen walls.

Seacoast Utility Authority - Richard Road Water Treatment Plant, Palm Beach County, Florida

Mr. Nixon served as the Geotechnical EOR for the design of a new pump station facility to replace an existing one. The new pumping facility consisted of a 200-horsepower high service vertical turbine pump placed in a new pump can with associated piping and electrical work.

Broward County - Water & Sanitary Sewer System Improvements for Utility Analysis Zone 113A (UAZ 113A), Broward County, Florida

Mr. Nixon served as the Geotechnical EOR for the design of the replacement of approximately 168,100 Linear Feet (LF) of existing water mains, approximately 122,100 LF of existing sanitary sewer mains, and approximately 23,600 LF of existing force mains.

City of Fort Lauderdale - NE 25th Avenue 24-inch Force Main Replacement, Broward County, Florida

Mr. Nixon served as the Geotechnical EOR for the design of the replacement of approximately 5,500 linear feet of the existing 24-inch Reinforced Concrete Pipe (RCP) along NE 25th Avenue.

City of Sunny Isles Beach - Central Island Area Pump Stations, Sunny Isles Beach, Florida.

Mr. Nixon served as the Geotechnical EOR for the design of two new pump stations on the southeast side of the intersection of N. Bay Drive and 178th Drive, and the northeast side of the intersection of N. Bay Drive and NE 181st Street.

City of Fort Lauderdale - NE 38th Avenue 42-inch Force Main and 19th Avenue 24-inch Force Main Replacement Project, Fort Lauderdale, Florida

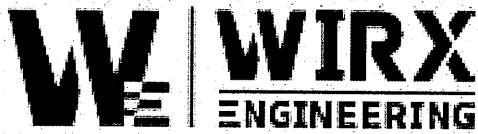
Mr. Nixon served as the Geotechnical EOR for the design of the replacement of approximately 8,000 LF of 42-inch Ductile Iron Pipe (DIP) force mains along NE 38th Street and the construction of approximately 3,000 LF of new 24-inch force main along 19th Street.

City of Fort Lauderdale Bermuda Riviera Small Water Mains Improvements Project, Fort Lauderdale, Florida

Mr. Nixon served as the Geotechnical EOR for water main improvements within the Bermuda Riviera district including an aerial pipe crossing.

SFWMD EAA Canal Conveyance Improvements, Palm Beach County, Florida

Mr. Nixon served as the Geotechnical EOR for proposed canal conveyance improvements to the North New River Canal and Miami Canal.



Clifford Hippolyte, P.E., G.C.
 Senior Project Engineer / Managing Partner
 18 Years of Experience

Clifford Hippolyte, PE, GC is a licensed Professional Engineer and General Contractor. He specializes in water resource related infrastructure design and construction and has over 18 years' experience in providing design and construction on 100's of small to large scale and high-profile projects. His knowledge extends into different project perspectives including design, construction management, construction inspections, material testing, and general contracting. His extensive civil, geotechnical and structural experience includes the design and inspection of foundations, earthworks and concrete for a variety of projects including reservoirs, embankments/levees, pump stations, commercial structures, etc. His combined technical knowledge and hands-on experience brings insight to all aspects of a project including design intent, construction means and methods oversight, and inspection and testing during construction.

CIVIL/GEOTECHNICAL EXPERIENCE

STA-1W Refurbishments; SFWMD, FL – Mr. Hippolyte served as the Lead Quality Assurance Inspector for this project which included modifications to a 6,670-acre stormwater treatment area to improve water quality discharges to the Everglades Protection Area. Mr. Hippolyte's geotechnical related inspections included earthwork inspections of the levee construction and removal, excavation and backfill of canals, site grading, earthen cofferdams, and dewatering to ensure construction was completed in accordance with the Civil and Geotechnical Design Plans. Mr. Hippolyte also coordinated geotechnical technicians and inspectors to collect soil samples for laboratory testing in accordance with ASTM D1557 to determine the compaction characteristics of the subgrade and foundation soils. In addition, Mr. Hippolyte coordinated geotechnical technicians to provide field density testing of the various foundation and subgrade components in accordance with ASTM D6938.

EAA A-2 Reservoir Pumping Station S-623; USACE, FL – Mr. Hippolyte served as a Design Engineer for the project, which consisted of a 4,600 cfs pump station serving as the main inflow structure to the A-2 Reservoir, which is part of the Comprehensive Everglades Restoration Plan. Mr. Hippolyte's civil/geotechnical design included cast-in-place and precast concrete structures including foundation evaluations along with the design of sheetpiles for the dewatering/cofferdam system. Mr. Hippolyte also served as the engineer for the embankment design of the inflow and outflow channels, which included geotechnical slope stability and seepage analyses. Mr. Hippolyte also designed the erosion control system, which consisted of rip-rap and filter fabric.

Sewer Main Siphon (2C2) and Upper Margarita (2C3), Rio Puerto Nuevo; USACE, PR – Mr. Hippolyte served as a Design Engineer for the project, which consisted of a 3,500 L.F. reinforced concrete U-shaped channel constructed within an existing earthen channel in a fully urbanized watershed, to convey super-critical flow. The project also included geotechnical foundation improvements via soil mixing, and installation of temporary structures to retain earth, support excavations, divert and convey water, and protect existing structures.

C-43 Reservoir Bid Package 3, and 4; SFWMD, FL – Mr. Hippolyte served as a Design Engineer for the project, which consisted of a 170,000 acre-feet above ground reservoir. Overall project separated into 4 bid packages, including one 1,500 cfs pump station, 2 irrigation pump stations, 14 water control structures, 19 miles of embankment, and other features. Mr. Hippolyte designed the embankments, which included geotechnical analyses such as foundation, seepage and slope stability evaluations.

CONTACT

515 E Las Olas Blvd, Ste 120
 Fort Lauderdale, FL 33301
 CliffordHippolyte@wirxeng.com
 (954) 663-5087

EDUCATION

Bachelor of Science in
 Engineering, Florida Atlantic
 University, Florida

PROFESSIONAL LICENSING

Civil Engineer – FL #PE83242
 Certified General Contractor –
 FL #CGC1527246

Copy of PE license included in Forms Section

SOFTWARE

AutoCAD Civil 3D | OpenRoads
 Designer | HEC-RAS | EPA
 SWMM | ICPR | e-Builder |
 MCASES MII | SpecsIntact

Clifford Hippolyte, P.E., G.C.
Senior Project Engineer / Managing Partner



C-10 Water Management Area Pump Station; SJRWMD; FL – Mr. Hippolyte served as a Design Engineer for the project, which consisted of a 300 cfs pump station to redirect stormwater being discharged into the Indian River Lagoon to a 1,300-acre above ground impoundment. Mr. Hippolyte's geotechnical-related design included foundation and dewatering components and design of inflow/outflow levees and canals, which includes slope stability, erosion protection and construction specs.

EAA A-1 Flow Equalization Basin Design; SFWMD; FL – Mr. Hippolyte served as both a Design Engineer during the design phase and as the Lead Quality Assurance Inspector during the construction phase of the project, which included a 15,000-acre shallow detention basin with 60,000 acre-feet of storage, including 21 miles of levee, 15 water control structures, pump upgrades, and other features. Mr. Hippolyte's civil/geotechnical design included cast-in-place and precast concrete structures including foundation evaluations along with the design of sheetpiles for the dewatering/cofferdam system. Mr. Hippolyte also served as an engineer for the embankment design of the basin, which included foundation analyses, slope stability and seepage analysis. During the construction phase, Mr. Hippolyte's geotechnical related inspections included earthwork inspections of the embankment construction, including de-mucking, site grading, and the placement and compaction of engineered fill material. Geotechnical inspections of driven, pre-stressed concrete piles were also conducted for the stilling well platforms. He coordinated geotechnical technicians and inspectors to collect soil samples for laboratory testing in accordance with ASTM D1557 to determine the compaction characteristics of the subgrade and foundation soils. He also coordinated geotechnical technicians to provide field density testing of the various foundation and subgrade components in accordance with ASTM D6938, in addition to coordinating technicians to sample and test structural concrete elements in accordance with ASTM C39.

C-23 Canal, Section C Water Farm Above Ground Impoundment (AGI) Design/Build; SFWMD, FL – Mr. Hippolyte served as a Design Engineer for the project, which consisted of 1,240 acre-feet AGI developed as an emergency response to the blue-green algae blooms plaguing the St. Lucie estuaries to collect stormwater runoff from neighboring agricultural lands to reduce nutrient loading of the water received by the estuaries. Mr. Hippolyte provided the embankment design (foundation, slope stability and seepage) of 8-foot high perimeter levees along with the foundation design of a gated outflow water control structure.

C-139 Annex Phase 1A; SFWMD, FL – Mr. Hippolyte served as the Lead Quality Assurance Inspector for the project, which included the restoration of historic Everglades hydrologic conditions of 2,875 acres of citrus grove. Construction consisted of leveling and cross disking of planting beds, swales and ditches, removal and replacement of corrugated metal pipe culverts, and well abandonment. Mr. Hippolyte's geotechnical related inspections included earthwork inspections.

Bolles Canal Conveyance Improvements Segment 1 and 2; SFWMD FL – Mr. Hippolyte served as the Lead Engineering Inspector for the project, which consisted of the construction and improvements to a 1.2-mile portion of the Bolles East (L16) Canal to increase conveyance. Construction included deepening and widening an existing canal involving drilling and blasting of limestone layer, construction of an earthen berm, earthen cofferdams, access roads, and installation of corrugated metal pipe culverts. Mr. Hippolyte's geotechnical related inspections included earthwork inspections of the embankment construction, including de-mucking, site grading, and the placement and compaction of engineered fill material. Mr. Hippolyte coordinated geotechnical technicians and inspectors to collect soil samples for laboratory testing in accordance with ASTM D1557 to determine the compaction characteristics of the subgrade and foundation soils. Mr. Hippolyte also coordinated geotechnical technicians to provide field density testing of the side slopes in accordance with ASTM D6938.

Paramount Bay High-Rise Condominium; Miami FL – Mr. Hippolyte served as an Engineering Inspector of the augered cast-in-place (augercast) concrete piles associated with the construction of a 47-story high rise building. Grout samples were collected and tested in accordance with ASTM C39. Mr. Hippolyte's geotechnical related inspections also included excavations, foundation construction, slab-on-grade and underground utilities.

St. Regis Hotel; Bal Harbour FL – Mr. Hippolyte served as an Engineering Inspector of the augered cast-in-place (augercast) concrete piles associated with the construction of three 27-story high rise buildings. Grout samples were collected and tested in accordance with ASTM C39. Mr. Hippolyte's geotechnical related inspections also included sheet pile cofferdam/shoring, dewatering, excavations, concrete slab-on-grade installation, and underground utilities.



Gregory J. Stelmack, PE
 Principal Engineer / Managing Partner
 34 Years of Experience

Mr. Stelmack, PE, has over 34 years of experience and an extensive history of work involving all types of Civil Engineering and Infrastructure-related projects. He has served as the Sr. PM and Engineer of Record on 1000's of projects, including numerous large scale and high-profile projects and Continuing Service Contracts in South Florida for both private and public clients, including: The South Florida Water Management District (SFWMD), Florida Department of Transportation (FDOT), the United States Army Corps of Engineers (USACE), Broward, Palm Beach and Miami Dade Counties and their School Districts, and numerous Cities and other County Agencies.

Mr. Stelmack is an expert in providing geotechnical and materials engineering; materials testing and inspection; and CEI services for all types of commercial buildings/structures, towers, earthwork/reservoirs, pump stations, roadway/bridge structures and interchange projects. His skill set includes planning, design, and construction management of new and rehabilitation projects. He is experienced with both standard and specialty equipment and specializes in providing design recommendations for deep and shallow foundation systems and earthwork construction (i.e., commercial structures, bridge structures, transmission and communication towers, substations, pumpstations, STA's, FEB's, reservoirs, impoundments, water & wastewater treatment plants, dams, highways, road development/design, embankments & retaining structures).

Mr. Stelmack prepares and reviews geotechnical and materials engineering and inspection reports, coordinates and supervises engineering staff and drilling personnel, and conducts foundation observations, foundation design reviews and geotechnical instrumentation monitoring.

RECENT PROJECT ENGINEERING/MANAGEMENT LIST

Performing as a Senior Contracts/Project Manager, Senior Geotechnical Engineer, and QA/QC Engineer for the following Engineering Design and CEI/CMT projects:

City of West Palm Beach, Continuing Contract - Geotechnical and Testing Services (CCNA), WBP, Florida (2011–2022)
Role in the Contract - Senior Contract Manager, Senior Geotechnical and Materials Engineer. Mr. Stelmack served as Senior PM providing geotechnical, and material testing and inspection services for over 12 years on numerous municipal projects ranging in nature from roadway construction, pavement analysis, sidewalk and curb replacements, building foundations, seepage studies, historical studies, Park improvements; seawalls and piers, water treatment plants and waste disposal sites.

FDOT Districts 4 and 6, and FDOT Turnpike, Florida - Districtwide Materials Testing Continuing Services Contracts
Role in the Contract - Senior Project and Contract Manager - As Prime Consultant for multiple durations of these FDOT Districtwide Contracts (10+ years), the work included providing districtwide QA/QC materials field and laboratory testing services.

Baxter & Woodman, Inc.

CONTACT

422 Meadowlark Drive
 Jupiter, FL 33458
 GregoryStelmack@wirxeng.com
 (561) 307-0166

EDUCATION

Bachelor of Science in Civil
 Engineering, University of
 Wisconsin, Madison (1989)

PROFESSIONAL LICENSING

Engineer – FL #PE 70556
 CTQP Drilled Shaft Inspection
 CTQP Pile Driving Inspection
Copy of PE license included in Forms Section

CAPABILITIES

Geotechnical Engineering
 Construction Materials Testing
 Construction Inspections
 Quality Control and Assurance

Gregory Stelmack, P.E.
Principal Engineer / Managing Partner



FDOT D2, D4, D5, D6, D7, Turnpike, Florida - Geotech & Materials Testing and Inspection Continuing Services Contracts
Role in the Contract - Senior Project and Contract Manager – as a Sub to the Prime on dozens of Districtwide Contracts over 10 years providing geotechnical drilling and engineering, construction materials testing and inspection (QA/QC).

Palm Beach Co – Div of Engineering and Public Work, Continuing Service Contract, Palm Beach County, FL (2011–2022)
Role in the Contract - Senior Contracts Manager / Sr. Geotechnical Engineer and CMT/CEI Administrator. Multi-year Geotechnical Engineering and Construction Materials Testing and Inspection support Contract for Palm Beach County Engineering and Public Works Depts. Have secured multiple Continuing Services Contracts with PBC over the last 12 years. For this Contract, provided Geotechnical Drilling and Engineering Design Services and Construction Materials Testing in the Laboratory and Field, and Quality Assurance Inspection support on dozens of roadways and utility construction and rehabilitation Projects.

Palm Beach and Broward County School Districts - Continuing Service Contracts, Broward Co, FL (2014–2022)
Role in the Contract - Senior Contracts Manager / Sr. Geotechnical Engineer and CMT/CEI Administrator. Multi-year Geotechnical Engineering and Construction Materials Testing and Inspection support Contract for the Broward County School District. For this duration of Contract, provided Geotechnical Drilling and Engineering Design Services and Construction Materials Testing, laboratory testing and Quality Assurance Inspection support services on over 50 Broward County and 50 Palm Beach County School District Projects.

City of Fort Lauderdale, Broward Co. Eng. Rec Water Trans - UAZ Projects 110, 111, and 113, Broward Co, FL 2017 - 2022
Role in Project. Senior Geotechnical Engineer and CEI Administrator on a multi-year, multiple location rehabilitation water and sewer project in support of Chen Moore and Associates. Provided full scope geotechnical engineering and construction materials testing and inspection (CEI) services, which included traditional SPT soils borings, pavement coring, utility locates and traffic control oversight, rehab design recommendations during design, and attending pre-construction and progress meetings, conducting on-site observations/verification of construction in progress (including specialized field tests) to assist in determining if construction is proceeding in substantial accordance with the Contract Documents during construction. Maintaining a set of "as-built" drawings with notes and annotations based on inspector's observations.

City of Fort Lauderdale, Hendricks Isle Seawall Replacement, Broward Co, FL (2021-2022)
Role in project. CEI Administrator / Vibration Specialist / Contract Manager. Provided Pre and Post Condition Surveys and Vibration Monitoring during construction in support of Hazen and Sawyer and the City. Performed Condition Surveys of the surrounding public and private residences for a series of Sea Wall Replacements for the Hendricks Isles Development. Also provided full-time remote Vibration Monitoring and weekly Inspection support.

Broward County – Port Everglades, Continuing Support Contract w/Atkins, Broward Co, FL (2017–2022)
Role in Project. Senior Contracts Manager / CEI Administrator. Multi-year Inspection and Construction Materials Testing support Contract for Broward County at Port Everglades through Atkins. For this Contract, provided Construction oversight support and Construction Materials and Laboratory Testing on over a dozen Port Everglades Projects.

Broward County - Lauderhill Mall Transit Center, Broward County, Florida (2020–2021)
Role in Project. Geotechnical Engineer and CEI Administrator. This new transit center in Lauderhill, Florida sits on 1.5 acres in the existing Lauderhill Mall and includes three new buildings with 10 bus bays, a security office, public restroom and two platforms. Leading geotechnical engineering and construction materials testing efforts including coordination of all geotechnical drilling, laboratory and engineering services and field density tests for foundations, concrete testing of foundations pavement and ancillary structures during construction.



Wendy Cyriacks

Principal-in-Charge/Chief Scientist

Office Location

Deerfield Beach, FL

Education

- M.S. Marine Biology, Nova Southeastern University (graduate classes completed, 2004)
- B.S. Biology, University of Miami, 1983

Special Qualifications/Certifications

- 35+ years environmental experience in south Florida
- Extensive permitting and NEPA/PD&E experience
- Former FDOT Environmental Administrator, Districts 4 & 6
- FDEP Certified Erosion and Sediment Control Inspector (2004)
- PADI Open Water/Advanced/Rescue/Nitrox/AAUS

Wendy Cyriacks has over 35 years' experience in environmental analysis and impact studies, permitting and NEPA documentation. Wendy serves as Principal in Charge and/or Chief Scientist on large scale environmental projects. She has coordinated extensively with permitting agencies and has been responsible for obtaining state, federal, and local environmental permits for numerous public sector projects. She has managed and/or conducted natural resource studies including wetlands, marine benthic resources, threatened and endangered species, and contamination assessments. She also developed mitigation and monitoring plans, conducted permit compliance reviews, and QA/QC reviews.

PROJECT EXPERIENCE

Savannas Preserve State Park - SUN Trails, Environmental Permitting FDOT District 4, St. Lucie County, FL - This project involves design and permitting for an 11.9-mile long, multi-use, paved trail through the Savannas Preserve State Park. The trail will go from SE Walton Road north to the Savannas Recreation Area. Project Environmental Manager responsible for project oversight of the wetland delineation and environmental permitting effort. Assisted with finalizing trail alignment in coordination with Engineer, FDOT, FDEP and St Lucie County. Activities include project management, scheduling, resource allocation and Quality Control/Assurance.

SR A1A Deerfield Beach PD&E Study, City of Deerfield Beach/FDOT District 4, Broward County, FL - This Local Agency Program (LAP) project extends from SE 3rd St to NE 7th St through the Beach Community Redevelopment Area. Environmental Project Manager responsible for preparing all environmental studies and documentation including NEPA (Categorical Exclusion, Type 2), Endangered Species Biological Assessment, Contamination Screening Evaluation, and Noise Study Reports.

- **Singer Island Bridge Replacement, Environmental Permitting, City of Riviera Beach, FL** - The project involved replacement of six residential bridges. Responsible for project oversight, management, scheduling and quality control reviews. Specific tasks involve conducting a marine benthic survey and delineating of seagrass and other benthic resources (oysters, hard and soft corals); and preparing SFWMD and USACE permit applications and support documentation for bridge replacements and seagrass impacts and conducting Section 7 consultation with National Marine Fisheries Service (NMFS) due to impact to Johnson's seagrass.
- **Palm Beach County Traffic Signal Design/Overhead School Zone Flashers, NEPA, Palm Beach County, FL** - Under an FDOT Local Agency Program (LAP), Palm Beach County Traffic is installing solar-powered school flasher signals on two approaches at five schools. CECOS conducted a desktop analysis and prepared a National Environmental Policy Act (NEPA) Type I / PCE Checklist (Checklist), for the five school sites, including the supporting documentation. Supporting documentation included impacts to air, noise, water quality, wetland, floodplain, listed and their critical habitat, Section 4(f) properties, and contamination.
- **SR 710 PD&E Study - Environmental Assessment/Finding of No Significant Impact, NEPA Documentation & Support Environmental Studies, FDOT District 4, Palm Beach & Martin Counties, FL** - Environmental Manager for a 25-mile road improvement. The project traverses extensive environmental sensitive areas including conservation lands and habitat for listed species. Responsible for managing all environmental activities including preparation of NEPA document (EA/FONSI) and support environmental documents (Endangered Species Biological Assessment, Wetlands, and Contamination). Additional responsibilities include conducting wetland/habitat mapping of over 900 acres, preparing UMAMs, listed species surveys, wildlife crossing study, and development of wetland and species mitigation plans. Conducted extensive agency coordination with SFWMD, USACE, USFWS, FFWCC and PBC ERM.
- **Palm Beach County General Consulting Services, Palm Beach County Department of Airports, Palm Beach County, FL** - Environmental Manager for five separate PBC DOA General Consulting Services contract since 2009; providing miscellaneous environmental and permitting services including wildlife studies surveys (burrowing owl, gopher tortoise, wildlife hazard assessment), environmental permitting for NCO and LNA, annual SWPPP updates and compliance inspections (2010 - 2021), wetland delineations and agency coordination.

Wendy Cyriacks
Principal-in-Charge/Chief Scientist

Pembroke Road Expansion/Miramar Parkway Extension, Environmental Permitting, City of Miramar, Broward County, FL - The project involves a 5.6-mile road widening and extension that includes widening of Pembroke Road from SW 160th Ave. (Dykes Road) east to SW 196th Ave. from a two-lane road to a four-lane divided roadway and the extension of Pembroke Road from SW 160th Ave. to connect with US-27. Additionally, Miramar Parkway will be extended to Pembroke Road. Project Manager responsible for project oversight, scheduling, supervision, quality control reviews and agency coordination.

East-West Corridor Transit Project Development & Environment (PD&E) Study, Department of Transportation and Public Works (DTPW), Miami-Dade County, FL - This 11-mile long project consists of conducting a PD&E Study for the Metrorail Extension from the Miami Intermodal Center (MIC) to Florida International University (FIU). Two transit modes were being evaluated including Heavy Rail and Bus Rapid Transit. Environmental Manager responsible for preparation of the NEPA document and support environmental documentation including Natural Resources, Contamination, and Section 4(f).

SR 80/Southern Boulevard Bridge Replacement PD&E Study, Design and Permitting, NEPA Documentation, Permitting, FDOT District 4, Palm Beach County, FL - This project involves the replacement of the two bridges over the Intracoastal Waterway and Lake Worth Lagoon. Project Manager responsible for preparing the NEPA documentation, Wetlands, Endangered and Threatened Species and EFH Assessment Reports. Conducted marine benthic survey for approximately 34 acres. Other activities include conducting wetland impact assessment and species surveys, evaluating impacts to environmental resources due to construction methodology. Also responsible for preparing and obtaining permits from the USACE, USCG and SFWMD.

I-95/Spanish River Boulevard Interchange PD&E Study, NEPA Documentation, FDOT District 4, Palm Beach County, FL - This project involves the widening of I-95 from south of Glades Road to south of Linton Road and the addition of a new interchange at Spanish River Boulevard. Environmental Project Manager responsible for preparation of the NEPA and natural resource documents and Determination of Applicability 4(f). Key issues include impacts to scrub habitat, listed species and Section 4(f) resources. Preparing permit applications for SFWMD and USACE.

SR 968/Flagler Street Premium Transit PD&E Study, NEPA Documentation, FDOT District 6, Monroe County, FL - The FTA is the lead agency for this 21-mile-long PD&E Study to evaluate transit options. Environmental Manager responsible for preparation of the NEPA document and support environmental documentation including Noise, Air, Natural Resources, Contamination, Section 4(f) and Socio-economic. The project traverse a primarily urban area, therefore key issues include impact to parks and other community features, community impacts, contamination and noise.

SR 9/I-95 from South of Hallandale Beach Boulevard to North of Hollywood Boulevard PD&E Study, Environmental Studies & Documentation, FDOT District 4, Palm Beach County, Florida - This project involves improvements to the I-95 and the interchanges at Hallandale Beach Boulevard, Pembroke Road, and Hollywood Boulevard, a distance of approximately 3 miles. Responsibilities include environmental data collection, analysis and documentation for the Categorical Exclusion Type 2, Contamination Screening, Natural Resources, Socio-cultural and Section 4(f) documentation. Project Manager responsible for overall management of contract, resource allocation, scheduling and quality control reviews of all documents.

SR 786/PGA Boulevard, Environmental Permitting & Mitigation, FDOT District 4, Palm Beach County, FL - This 2-mile long project traversed Loxahatchee Slough Natural Slough and involved elevating the roadway and constructing a new bridge to reduce roadway flooding and improve flow between the north and south sides of the Loxahatchee Slough. Environmental Manager responsible for project oversight, scheduling and quality control. Major tasks involved habitat mapping 6,589 acres in Loxahatchee Slough, conducting biological evaluations, environmental permitting and development of an onsite mitigation plan. Extensive agency coordination with SFWMD, USACE and Palm Beach Environmental Resources Management (ERM) occurred during the development of the mitigation plan (hydrological improvements).

SR 9/I-95 Express, Phase 3A-2, Design-Build, North of Commercial Boulevard to South of SW 10th Street, Environmental Permitting, FDOT District 4, Broward County, FL - This 8.2 mile project involves the addition of express/toll lanes onto the mainline of I-95. The work includes lane additions, noise barrier construction, landscaping, drainage improvements, and ITS conduit installation. The project limits included jurisdictional swales and the C-14 Canal. Environmental Chief Scientist responsible for permitting assistance to the Design Build team related to SFWMD SWERP modifications (conceptual to construction), USACE Section 404 permit modifications and Section 408 reviews, and SFWMD ROW permit modifications.

West Relief Bridge Replacement Permitting, Mitigation & Monitoring, Town of Bay Harbor Islands, Miami-Dade County, FL Responsible for preparing and obtaining environmental permits, developing a mitigation plan for the construction of a new bridge, located in Biscayne Bay, an OFW and Aquatic Preserve. Conducted marine benthic surveys to determine impacts to the benthic communities which included seagrass and hard bottom habitat. Also conducting five-year monitoring of the mitigation site (artificial reef). Prepared permit application packages and obtained permits from Broward County EPD, SFWMD, and USACE.



Miguel Fernandes, Ph.D. Senior Scientist

Office Location

Deerfield Beach, FL

Education

- Ph.D. Biology, University Miami
- B.S. Wildlife Biology, The University of Montana

Special Qualifications

- 10+ years of environmental experience in south Florida
- Federal NEPA training and Biological Assessment experience
- Federal grant writing experience
- Expertise in wildlife surveying and monitoring of Threatened & Endangered Species
- Expertise in the analysis of animal data
- Bat acoustic monitoring, surveying, and acoustic data analysis training

Miguel Fernandes has over 20 years of ecology and wildlife research experience in Florida, including conducting a long-term wildlife monitoring study in the Everglades and small mammal surveys throughout south Florida. He has a broad range of field and quantitative analysis skills. This includes expertise in designing and conducting survey and monitoring studies of Threatened and Endangered (T&E) bat, avian, amphibian, and mammal species. Miguel is National Environmental Policy Act (NEPA) trained by the U.S. Forest Service (USFS) and has conducted Biological Assessments for a variety of natural resource development projects, including road construction, mining exploration, and logging. He also has experience as a successful federal grant writer and was Co-Principal Investigator in two major NFS grants.

PROJECT EXPERIENCE

Pembroke Road Expansion/Miramar Parkway Extension, Environmental Permitting, City of Miramar, Broward County, FL - Road infrastructure project to widen Pembroke Rd, Pembroke Pines FL, from a two-lane to a four-lane divided roadway and extending this road by 5.6 miles, connecting it to US-27. Specific tasks included environmental permitting, identifying potentially impacted species, determining primary and secondary wildlife impacts, and identifying potential environmental and wildlife project mitigation measures.

Indian River Lagoon South C-23/24 Stormwater Treatment Area, Wildlife Surveys, U.S. Army Corps of Engineers (USACE), St. Lucie County, FL -

Responsible for overseeing and conducting expected protected species surveys, including 15% and 100% Florida gopher tortoise, eastern indigo snake, bird, and general species surveys on approximately 2,000 acres of storm water treatment area construction. Identified, GPS located, and mapped tortoise burrow and nesting bird locations. Responsible for reviewing and editing Preconstruction Report Addendums documenting protected species surveys.

- **Everglades National Park Long-Term Small Mammal Monitoring Study, Doctoral Research, U.S. National Park Service (USNPS), Homestead, Miami-Dade County, FL** - Doctoral Research, *Effects of Changes in The Everglades on Two Indicator Species: Sigmodon hispidus And Oryzomys palustris*. Responsible for all aspects of USNPS and U.S. Geological Survey (USGS) funded long-term research examining the relationship between key Everglades landscape and hydrology attributes and long-term population demographic parameters of two native small mammal species. Work included conducting monthly small mammal live-trapping and ear-tagging, preparation of state and federal research permits and USNPS and USGS technical reports. Data analyses included GIS spatial analysis of tree islands and the application of advanced Capture-Mark-Recapture data analysis techniques to investigate the influence of hydrology, climate and landscape variables on rodent survival and transition rates among the Everglades tree islands. Also, documented incidental observations of protected species, such as the Florida manatee, snail kite, and indigo snake.
- **Cape Canaveral National Seashore, Southeastern Beach Mouse Survey Study, USNPS, Merritt Island, FL** - Responsible for all aspects of designing and conducting a two-year USNPS funded survey of the threatened Southeastern beach mouse on Cape Canaveral National Seashore. Responsibilities included acquiring state, federal, US Air Force, and Kennedy Space Center research permits, designing and conducting monthly live-trapping, identification, and ear-tagging of small mammals. Additional tasks included small mammal capture-mark-recapture data analysis, GIS mapping of survey sites and vegetation, and preparation of USNPS technical progress and final reports. In addition to the small mammal research, Miguel also identified, and GIS located Florida gopher tortoise burrows and eastern indigo snakes when encountered.
- **Biscayne National Park Small Mammal Survey, USNPS, Homestead, Miami-Dade County, FL** Responsible for all aspects of designing and conducting a two-year USNPS funded small mammal survey of Biscayne National Park. Responsibilities included the preparation of state and federal research permits, logistics of surveying mainland and island survey sites, and conducting monthly small mammal live-trapping, identification, and ear-tagging along transect trap lines. Additional tasks included training and overseeing field crews, small mammal capture-mark-recapture data analysis, GIS mapping of survey sites and vegetation, and preparation of USNPS technical progress and final reports.

Miguel Fernandes, Ph.D.
Senior Scientist

- **Superior National Forest, School Trust Land Exchange, NEPA Documentation and Environmental Studies, USFS, Duluth, MN** – Project involved conducting a Biological Assessment of alternatives for an extensive land exchange between Superior National Forest and Minnesota's Department of Natural Resources. Primary responsibilities included conducting terrestrial wildlife effects analysis of each of three land exchange alternatives and preparing environmental documentation in accordance with NEPA, including section 7 consultations with US Fish and Wildlife Service (USFWS) to ensure compliance with the Endangered Species Act. This complex analysis included tasks such as the identification of diversity "hot spots", rare habitats, and extensive GIS spatial analyses of potential changes to sensitive species' habitat area, quality indicators, fragmentation, and human disturbance. Additional tasks included performing an ArcGIS spatial analysis of Canada lynx telemetry collar data that identified seasonal differences in habitat use, including the identification of habitat vital to lynx winter survival.
- **Northern Research Station - Kirtland's Warbler Long-Term Monitoring Study, USFS, Madison, WI** Conducted extensive data analysis of long-term monitoring (mist-netting, banding, and resighting survey) data for the endangered Kirtland's warbler. Used advanced mark-resight data analysis to estimate female Kirtland's warbler annual apparent survival rates and examined the influence of a suite of environmental variables and habitat management treatment variables on female warbler survival/return rates. Assessed warbler monitoring studies methods and identified opportunities to streamline and improve warbler monitoring.
- **Superior National Forest, Minerals Development, Exploratory Well Drilling Permit Assessment, NEPA Documentation and Environmental Studies, USFS, Duluth, MN** – Conducted terrestrial wildlife assessment of mining exploratory well drilling permit requests within Superior National Forest. Responsible for performing analysis of project alternatives and preparing environmental documentation in accordance with NEPA (Environmental Assessment/Finding of No Significant Impact) as well as section 7 consultations with USFWS to ensure compliance with the Endangered Species Act. Project included identifying the presence and potential impacts on listed species and listed species' habitat. Responsible for completing terrestrial wildlife impact assessment, listed species surveys and documentation, including identifying wildlife impact mitigation measures and working with stakeholders to implement these. Specific tasks included habitat mapping and listed species surveys, such as bat acoustic surveys.
- **Superior National Forest, Minerals Development, Temporary Road Development Permitting, NEPA Documentation and Environmental Studies, USFS, Duluth, MN** – Responsible for conducting terrestrial wildlife assessment of temporary road projects in Superior National Forest. Tasks included working with stakeholders to ensure road development did not impact sensitive species, habitats, or wetlands, and preparation of Categorical Exclusion reports in accordance with NEPA. Additional tasks included identification of potential sensitive avian species nesting sites and of long-eared bat roosting trees in or adjacent to affected areas, as well as ensuring that temporary roads construction adhered to USFS permit requirements.
- **Understory Bat Mist Netting Survey, Cosuco National Park, Bat Survey, Wallace Foundation, Honduras** – Conducted mist netting survey of bat species in the understory of sustainable coffee plantation and in the surrounding forest on four "mountain islands" sites throughout Cosuco National Park Honduras. Responsibilities included identifying survey sites, team logistics, training and overseeing field crews, and conducting bat mist netting. Tasks also included describing vegetation variables, mapping sites, and collaborating on findings report to the Wallace Foundation. Additionally, helped researchers identify the types of bat data that could be collected using different bat sampling techniques and the ecological questions that each sampling technique was best suited to answer as well as recommending how to test and account for the potential influence of forest trails on bat and other wildlife surveys and monitoring in Cosuco National Park.
- **Beaverhead-Deerlodge National Forest - Avian, Amphibian, and Bat Surveys, USFS, Butte, MT** – Responsible for designing, conducting and overseeing field crews conducting Forest wide Northern Goshawk call-and-response surveys and nest mapping and monitoring. Designed and conducted amphibian stream surveys to identify and map Threatened and Endangered amphibian species throughout the Forest. Also conducted abandoned mine acoustic and visual bat surveys throughout Beaverhead-Deerlodge National Forest. Tasks included developing forest-wide wildlife survey protocols, GIS mapping of survey sites, training and overseeing field crews, fieldwork logistics, and preparation of USFS technical progress and final survey reports. Additional tasks included identifying, mapping, and finding abandoned mines that posed a potential danger to the public and surveying these for long-eared bats using acoustic and visual survey methods.



Shannon Kelley Senior Environmental Specialist

Office Location

Deerfield Beach & Miami Lakes, FL

Education

- BS, Biology, Florida Atlantic University, 2016

Special Qualifications/Certifications

- SCUBA Certified PADI Open Water
- Certified Advanced Florida Master Naturalist
- Registered Burrowing Owl Agent
- FDEP Florida Stormwater Erosion & Sedimentation Control Inspector
- SFAEP Wetland Delineation Training

Shannon Kelley holds a Bachelor of Science degree in Biology with an emphasis in marine biology and has over seven years of professional experience in the environmental field. She has worked as the Environmental Lead on major and minor projects which focus on environmental impact assessments, protected species, wetlands and surface waters, noise, contamination, and other National Environmental Policy Act (NEPA) documentation. Shannon has worked in both laboratory and field settings; conducting research projects and analyzing and collecting data.

PROJECT EXPERIENCE

Barwick Road LAP Project, NEPA & Environmental Permitting, Florida Department of Transportation (FDOT) District 4 and City of Delray, Palm Beach County, FL – This minor LAP project involves the addition of shared-use lanes, drainage improvements, and work within the L-32 Canal (owned by the Lake Worth Drainage District (LWDD)). Responsibilities include writing the Categorical Exclusion Type 1 document and preparing environmental permit

applications for the South Florida Water Management District (SFWMD) and Florida Department of Environmental Protection (FDEP).

- **Ludlam Trail LAP (Local Agency Program) Project PD&E (Project Development and Environment) Study, NEPA Documentation, FDOT District 6, Miami-Dade County, FL** – This project involved conducting a PD&E Study for the proposed improvements of adding a 6-mile trail in an abandoned railroad corridor using local and federal funds. This project connects multiple parks, residences, and privately funded developments. Environmental lead responsible for reviewing and commenting on all PD&E NEPA documents such as protected species and habitat, wetlands and surface waters, noise, contamination, air quality, sociocultural effects, archaeological and historical resources, and 4(f) resources.
- **SR-401 PD&E Study, NEPA Documentation, FDOT District 5, Cape Canaveral, FL** – This PD&E Study involves the replacement of three bascule bridges over the Canaveral Barge Canal, adjacent to the Banana Aquatic Preserve and the Merritt Island National Wildlife Refuge. Responsibilities include writing the Natural Resources Evaluation (NRE) Report, assisting FDOT with Florida Fish and Wildlife Conservation Commission (FWC) Consultation, and assisting FDOT with mitigation plans for mangrove impacts.
- **East-West Corridor Metrorail Extension PD&E Study, NEPA Documentations, Miami-Dade County Department of Transportation and Public Works (DTPW), Miami-Dade County, FL** – This project involves the evaluation of potential environmental impacts of multiple alignment alternatives in support of the PD&E Study for the proposed East-West transit Corridor. Responsibilities include updating the Contamination Screening Evaluation Report (CSER) as well as the NRE Report due to extension of project limits and new information obtained through desk top analysis and field investigation(s).
- **Quail Roost Drive PD&E Study, NEPA Documentation, FDOT District 6, Miami-Dade County, FL** – This PD&E study involves the widening of Quail Roost Drive from 2 to 4 lanes. Responsibilities include performing field work and writing the Sociocultural Effects Evaluation Report (SCE), Air Quality Memorandum, and CSER.
- **Flagler Street Demonstration Project, NEPA Documentation, FDOT District 6, Miami-Dade County, FL** – This FDOT District 6 project involves providing improvements to Flagler St. and SW 1st St. from approximately NW 27th Ave to SW 6th Ave by implementing Business Access and Transit Lanes by repurposing an existing travel lane between the existing project limits. Responsibilities include preparation of the Natural Resources Memorandum, Sociocultural Effects Memorandum, Section 4(f) documentation, and Categorical Exclusion Type 2 document.
- **I-95 PD&E Study, NEPA Documentation, FDOT District 4, Fort Lauderdale, FL** – This study involves improvements to three interchanges. Responsibilities include writing the NRE Report and assisting with FWS Consultation. Also conducted field reviews for contamination, community facilities, wetlands and listed species including a visual survey for the Florida bonneted bat.
- **Palmetto Express South PD&E Study, NEPA Documentation, FDOT District 6, Miami-Dade County, FL** – This PD&E Study involves the addition of express lanes along SR-826/ Palmetto Expressway. Environmental lead responsible for reviewing and commenting on all PD&E NEPA documents such as protected species and habitat, wetlands and surface waters, noise, contamination, air quality, sociocultural effects, archaeological and historical resources, and 4(f) resources. Assisted on wetland delineations.

Shannon Kelley
Sr Environmental Specialist

- **NPDES Annual Compliance Inspections, Permit Compliance, Palm Beach County Airports, FL** – Conducted SWPPP annual compliance inspections for 4 airports. Inspections included filling out individual forms for all tenants while inspecting for appropriate chemical management to ensure tenants are discharging into the stormwater system appropriately, and ensuring tenants are complying with the SWPPP. Annual Compliance Reports were written to summarize information.
- **FDOT District 6 Environmental Compliance Inspection Projects, Environmental Compliance, FDOT District 6, Miami-Dade County, FL** – These series of construction projects are located throughout Miami-Dade County. Responsibilities include conducting environmental compliance inspections based on project design plans and permits.
- **Florida Turnpike from Sawgrass Expressway to Glades Road Design Project, Environmental Permitting, Florida's turnpike Enterprise (FTE), Broward and Palm Beach Counties, FL** – This project involves the widening of the Turnpike as well as drainage improvements and work within the E-2W Canal (owned by LWDD). Responsibilities include preparing environmental permit applications for the LWDD, FDEP, and SFWMD.
- **Gopher Tortoise Survey, Wildlife Survey, Publix Distribution Center, Boynton Beach, FL** – Conducted gopher tortoise presence/absence survey via transects to determine the location of gopher tortoise burrows in both an open field and forested setting. Recorded location of burrows via Global Positioning System (GPS), and determined if the burrows were potentially occupied, inactive, or abandoned. Summarized findings into memo format.
- **Widen Taxiways F and P4, Relocation of Taxiways B and C, Burrowing Owl Survey & Burrow Collapsing, Boca Raton Airport Authority (BRAA), Boca Raton, FL** – Conducted burrowing owl surveys via transects including determining which burrows were in the construction work zone and scoping and collapsing 10 burrows. Recorded data including status of burrows, GPS location, and pictures.
- **Snake Creek Canal (C-9) Burrowing Owl Survey, Wildlife Survey, Water and Sewer Department (WASD), Miami-Dade County, FL** – Conducted presence/absence burrowing owl survey via transects. Recorded data including status of burrows, GPS location, and pictures. Prepared FWC permit amendment.
- **Palm Beach International (PBI) Airport Signature, Wildlife Survey, Burrow Collapsing, & Environmental Permitting, PBI, Palm Beach County, FL** – This project involves the construction of a new hangar on airport property. Responsibilities included conducting burrowing owl surveys, preparing a Migratory Bird Nest Removal Permit and permit addendum, and scoping and collapsing burrows.
- **Golden Glades Interchange Design Projects, FDOT District 6, Miami-Dade County, FL** – These design projects are separated into several segments and involve the reconfiguration of the Golden Glades Interchange, which connects I-95, the Turnpike, SR-441, and the Palmetto Expressway. Assistant District Contamination Impact Coordinator responsibilities included performing Level I Contamination Assessments for the eight segments, performing Right of Way Level I checklists for various parcels, assisting with planning Level II Contamination Assessment, and oversight of contamination. Assisted in writing the contamination sections of several Reevaluations.
- **Threatened & Endangered Species Monitoring and Data Collection, Florida Atlantic University Lab at Gumbo Limbo Nature Center, Boca Raton, FL** – Monitored Green and Loggerhead Sea turtles in a lab setting as well as collected and recorded species data on a daily basis. Participated in night-time hatchling releases.
- **Threatened & Endangered Species Observations and Data Collection, Hugh Taylor Birch State Park, Fort Lauderdale, FL** – Collected gopher tortoise measurements such as carapace length/width, etc. Observed and took measurements of gopher tortoise burrows.
- **Species Data Collection, Florida Atlantic University, St. Petersburg, FL** – Used trawls, dredges, and plankton nets to collect and identify various marine species as well as collected and recorded data such as temperature, salinity, and dissolved oxygen. Collected sand samples from a variety of depths; dried samples and viewed under microscopes to take data on the biodiversity of species in each sample. Combined biodiversity data into a report and project and presented to colleagues.
- **Threatened & Endangered Species Surveys, DB Ecological, Sea turtle nesting surveys, Fort Lauderdale, FL** – Conducted sea turtle nesting surveys along Fort Lauderdale beach in accordance with FWC protocol for FDOT beach renourishment project. Collected and interpreted nesting data and summarized data into daily reports. Coordinated with contractors as necessary. Assisted with rescue of hatchling and nesting turtles.



Trent Snyder Senior Environmental Specialist

Office Location
Deerfield Beach, FL

Education

- BS, Environmental Science, Humboldt State University, 2015

Special Qualifications/Certifications

- FDEP Qualified Stormwater Management Inspector #49958
- FDEP/ACE Wetland Delineation Training
- Certified Professional in Sediment and Erosion Control #9391
- PADI Rescue Diver, Enriched Air Diver
- SDI Divemaster
- Audubon Everglades member

Trent Snyder holds a Bachelor of Science degree in Environmental Science and has seven years of professional experience in the environmental field. He has worked on projects focusing on marine benthic surveys, biological assessment, stormwater monitoring, GIS mapping, geotechnical soil analysis, bioremediation, environmental permitting, wetland delineation, forestry, and wildlife surveys. Trent has prepared technical reports concerning wetland delineation, environmental resources, essential fish habitat, fish passage design, stormwater pollution prevention, and sensitive species. He has designed site restoration plans, monitoring protocols, Stormwater Pollution Prevention Plans (SWPPP), culvert fish passage designs, and rural road assessments.

PROJECT EXPERIENCE

FDOT District 6 Local Agency Program (LAP) Environmental Compliance, Permit Compliance, FDOT, Miami-Dade County, FL. Trent acts as environmental compliance project manager for all FDOT District 6 LAP projects. He currently oversees 36 construction projects in Miami-Dade and Monroe Counties. Specific tasks include project administration, tracking, environmental permits and commitments, inspection determination, and scheduling. He participates in pre-

construction and environmental kick-off meetings, prepares environmental issues memorandums, staging area reviews, routine inspection and closeout reports, and schedules compliance inspections. He works closely with FDEP staff, contractors, and CEIs to relay and resolve environmental issues and concerns that arise before and during construction activities.

- **Pine Island Road from Griffin to Nova Drive, Environmental Studies and Permitting, Broward County, FL** - The Broward County project involves a new six-lane roadway known as Pine Island Road from Griffin Road to Nova Drive, including one bridge widening, and bulkhead wall along the CBWCD N-12 Canal. Specific responsibilities include leading the environmental review and permitting efforts. The environmental review includes an assessment of listed species surveys, including visual surveys for Florida bonneted bat in addition to wetland delineation, functional assessment, and mitigation bank coordination. Permits include individual USACE/FDEP and SFWMD ERP.
- **West Lake Drive Bridge replacements, FDOT D4 Continuing Services for LAP Project Delivery, Broward County, FL** - The project involves the replacement of three bridges within a residential community along West Lake Drive. Coordinated and led the benthic survey across an approximate 0.3-acre survey area between Lake Sylvia and the Stranahan River. Other tasks included report review, scheduling, and client correspondence.
- **Florida's Turnpike Bridges Concrete Piles Rehabilitation, Environmental Permitting, Florida's Turnpike Enterprise (FTE), St. Lucie County, FL** - The project includes the rehabilitation of concrete piles via pile jack and scour countermeasures at three bridges on Florida's Turnpike. Assisted in the environmental permitting effort, including the US Army Corps of Engineers (USACE) and Florida Department of Environmental Protection (FDEP) dredge/fill permits and SFWMD ROW occupancy permits. Additional activities include wetland impact analysis and marine benthic survey.
- **Pembroke Road Expansion/Miramar Parkway Extension, Environmental Permitting, City of Miramar, Broward County, FL** - The project involves a 5.6-mile road widening and extension that includes widening of Pembroke Road from SW 160th Ave. (Dykes Road) east to SW 196th Ave. from a two-lane road to a four-lane divided roadway and the extension of Pembroke Road from SW 160th Ave. to connect with US-27. Additionally, Miramar Parkway will be extended from SW 192nd Ter. to Pembroke Road. Specific tasks include an approximate 15-acre wetland delineation, listed species assessment, Florida bonneted bat roosting surveys, and environmental permitting, including state Section 404, Environmental Resource Permit, and Broward County Environmental Resource License.
- **Miami I-395/I-95 Reconstruction (Signature Bridge), Regulatory Compliance, Florida Department of Transportation (FDOT) District 6, Miami-Dade County, FL** The project involves a 2.3-mile reconstruction of I-395 from west of NW 17th Avenue to MacArthur Causeway and the 1.6-mile reconstruction of I-95 from NW 8th St. to NW 29th St. to construct a Signature Bridge in downtown Miami. Specific tasks include monthly inspections to ensure compliance with environmental permits and conditions. Coordinate with FDOT District 6, construction engineering and inspection (CEI), and project contractors concerning erosion and sediment control issues. Monthly inspection reports are prepared for the FDOT District 6.

Trent Snyder
Sr Environmental Specialist

- **Savannas Preserve State Park - SUN Trails**, *Environmental Permitting, FDOT District 4, St. Lucie County, FL* - This project involves the design and permitting for an 11.9-mile long, multi-use, paved trail through the Savannas Preserve State Park. The trail will go from SE Walton Road north to the Savannas Recreation Area. Environmental scientist responsible for assisting with the permitting effort, wetland delineation, agency coordination and site visits. Specific tasks include wetland delineation flagging, GIS mapping, wetland acreage calculations, agency coordination, and report preparation.
- **Singer Island Grand Bahama Bridge Seawall Replacement**, *Marine Benthic Survey, City of Riviera Beach, Palm Beach County, FL* – Completed marine benthic survey to determine the presence, absence, and general distribution of seagrass and other marine benthic resources adjacent to a proposed seawall replacement at Singer Island. Conducted underwater transects utilizing scuba equipment to document benthos across an estimated two-acre area and prepared a marine resources report.
- **Islamorada Habitat Mapping**, *Islamorada Village of Islands, Monroe County, FL* – The project involved mapping historic land use cover against existing conditions to quantify the loss of natural areas from 1945 to 2022 across Islamorada. Using GIS software and ground-truthing, completed habitat cover assessments for four islands within Islamorada, including, Plantation Key, Windley Key, Upper Matecumbe Key, and Lower Matecumbe Key. Trent acted as the environmental lead to prepare estimates for tropical hardwood hammock and mangrove forest coverage before development and compared them to existing habitats in 2022 to identify changes in distribution. Prepared maps of each island that compared pre-developed forest distribution to current conditions and prepared a report to present the analysis findings.
- **Million Air Remodel**, *Marathon Airport (MTH), Monroe County, FL* - The project includes the re-development of portions of the Marathon Airport, including new hangars, ramp improvements, aircraft stand improvements, connector improvements to the taxiway, relocation of the fuel farm, and a new FBO building. Specific stakes included fieldwork for wetland and endangered species identification for an approximate 27-acre work area and, desktop review, and report preparation concerning environmental resources that may be adversely affected by the project, advised the developer on required environmental permissions and permits.
- **PKH Runway Improvements at Palm Beach County Glades Airport (PKH)**, *Wildlife Surveys, Palm Beach County Department of Airports (PBC DOA), Glades County, FL* – Completed wildlife surveys in accordance with Florida Wildlife Conservation Commission (FWC) Species Conservation Measures and Permitting Guidelines for the Florida Burrowing Owl to document potentially occupied burrows and abandoned burrows, as well as the number of adults/pairs observed.
- **Indian River Lagoon South C-23/24 Stormwater Treatment Areas**, *Gopher Tortoise Surveys, USACE, St. Lucie County, FL* Project to include construction of a 410-acre stormwater treatment facility west of County Road 613 and 1,560-acre stormwater treatment facility east of County Road 613. Conducted 100% gopher tortoise survey for an approximately 300-acre area and a 15% survey across a 110-acre area, documenting 41 potentially active burrows.
- **CERP L-31 E Flow-way Pump Stations S-710 and S-711, and Seepage Canal C-711W**, *Environmental Monitoring, USACE, Miami-Dade County, FL* – The project involves the construction of Pump Stations S-710 and S-711, spreader systems, a seepage canal (C-711W), with an associated berm and the installation of a riser board assembly on the culvert located on the south bank of C-103. CECOS assisted in preparing the Environmental Protection Plan (EPP) and provided pre-construction wildlife and botanical surveys, wildlife monitoring, turbidity monitoring, and wildlife closeout report preparation and submittal. Specific tasks include project management responsibilities concerning monitoring migratory birds, invasive species, protected marine species, and turbidity.
- **CERP L-31E Flow Way Pump Station S-703 and Recreational Sites**, *Environmental Monitoring, USACE, Miami-Dade County, FL* – The project includes constructing one electric power pump station designated as S-703, a spreader system, and two recreational sites. CECOS assisted in preparing the Environmental Protection Plan (EPP) and provided pre-construction wildlife and botanical surveys, wildlife monitoring, turbidity monitoring, and wildlife closeout report preparation and submittal. Specific tasks include project management responsibilities concerning monitoring migratory birds, invasive species, protected marine species, and turbidity.



Kevin Cash, M.S. Environmental Specialist

Education

- B.S. Marine Biology, Nova Southeastern University, 2017
- M.S. Marine Biology, Nova Southeastern University, 2021

Special Qualifications/Certifications

- FDEP Stormwater Management Inspector #49803
- Phase I Environmental Site Assessment
- FAEP Wetland Delineation Training
- FAEP Advanced Hydric Soils Workshop
- SFAEP Water Quality and FDEP SOP Training Workshop
- Burrowing Owl Registered Agent (RAG-22-0040)
- AAUS Scientific Diver (#32088)
- PADI Dive Master #435208; Nitrox Diver; Underwater Photography
- Red Cross CPR/First Responder/AED

Kevin Cash holds a Master of Science degree in Marine Science with a concentration in Marine Biology and has four years of environmental experience. His experience within the environmental field includes the teaching of multiple survey techniques on land and underwater. He has several years of experience working in both laboratory and field settings; designing research projects, defending research findings, analyzing and collecting data. He has experience with CECOS, conducting multiple wetland delineations, benthic surveys and wildlife surveys, including gopher tortoise surveys, Florida bonneted bat tree surveys, and Florida burrowing owl surveys. He has experience writing and reviewing required NEPA support documents, aiding in permit application, and is proficient in GIS work.

EXPERIENCE

Flagler Street Demonstration PD&E Study, NEPA Documentation, Florida Department of Transportation (FDOT) District 6, Miami-Dade County, FL - This FDOT District 6 project involves improvements to Flagler St. and SW 1st St. from approximately NW 27th Ave to SW 6th Ave by implementing a Business Access and Transit (BAT) Lanes by repurposing an existing travel lane between the existing project limits. Prepared the Contamination Evaluation Screening Technical Memo and conducted desktop and field reviews. Created figures for all required National Environmental Policy Act (NEPA) documents, including the Natural Resources and Environment (NRE) Report, Social Cultural Effects (SCE) Evaluation Report and Contamination Evaluation Screening Report (CESR).

East-West Corridor Metrorail Extension Project Development and Environment (PD&E) Study, Miami-Dade County Department of Transportation and Public Works (DTPW), Miami-Dade County, FL - This project involves the evaluation of potential environmental impacts of the BRT alternative in support of the PD&E Study for the proposed East-West transit Corridor. Conducted desktop review on protected species. Assisted with preparation of GIS maps for the Natural Resources Evaluation Report and Contamination Screening Evaluation Report.

- **Quail Roost PD&E Study (Contamination Screening and Evaluation Report), FDOT District 6, Miami-Dade County, FL** - This project involves the widening and resurfacing of Quail Roost Drive. Environmental Scientist: Conducted field review of the project corridor, including conducting interviews at potentially contaminated site locations, as well as preparing GIS figures for the PD&E documentation.
- **West Lake Drive Bridge Replacements, FDOT D4 Continuing Services for LAP Project Delivery, Broward County, FL** - This LAP project involves the removal and replacement of three residential bridges located across the connection of the Stranahan River and Lake Sylvia. Environmental Scientist: Conducted benthic surveys from a boat along established transects at each of the three bridges, identifying various benthic resources (seagrass, corals, sponges, and oysters). Mapped findings for inclusion in the future permitting processes.
- **Districtwide Local Agency Program (LAP) Environmental Construction Compliance Monitoring, Permit Compliance, FDOT 6, Miami-Dade & Monroe Counties, FL** - This FDOT project involves over 30 ongoing construction projects throughout Miami-Dade and Monroe Counties. Conducts regular inspections, including pre and post construction inspections of entire project corridors and proposed staging areas. Coordination with FDOT, contractors, and CEI's to ensure projects are within compliance of any applicable permits.
- **I-95 at Northlake Intersection, Environmental Permitting, FDOT District 4, Palm Beach County, FL** - Environmental Scientist: conducted field review of Earman Canal to determine presence / absence of aquatic vegetation within project impact area. Survey of canal banks to determine if burrows and/or gopher tortoise were present.

Kevin Cash, M.S.
Environmental Specialist

- **Pembroke Road Expansion, Wetland Delineation/Wildlife Surveys, City of Miramar, Broward County, FL** - This project involves the widening of Pembroke Road from two to four lanes including landscaping, irrigation, drainage improvements, and noise walls. Performed wetland delineations, conducted Florida bonneted bat tree surveys, and general protected species surveys including wood stork, eastern black rail, snail kite and bald eagle.
- **Turnpike Widening from Sawgrass Expressway to Glades Road, Environmental Permitting, Florida's Turnpike Enterprise (FTE), Broward and Palm Beach Counties, FL** – This FDOT project involves widening of the Turnpike Mainline (SR 91) from the existing six lanes to eight lanes from north of Sawgrass Expressway/SR869 (MP 71.8) to north of Glades Road (MP 76.6). Environmental scientist: conducted field review to document presence / absence of wetlands and listed species.
- **Pine Island Road from Griffin to Nova Drive, Environmental Permitting, Broward County, FL** - This project was designed to create a new six-lane roadway including one bridge widening, pavement marking and signing plans, five signalized intersections, lighting plans, bulkhead wall along the CBWCD N-12 Canal and archeological assessment. Conducted field review of project corridor, assessing trees for potential roosting habitat for Florida bonneted bat. Prepared the Phase I contamination assessment, including creating GIS figures. Assisted with preparation of the SFWMD ERP application.
- **Habitat Mapping, Monroe County FL** – This project involves the detailed mapping of current and historic land use for the four inhabitable islands that make up the Village of Islamorada. Responsibilities included conducting Normalized Difference Vegetation Index (NDVI) analysis to determine the vegetative state of privately versus publicly owned parcels of mangrove communities, tropical hardwood hammock, and disturbed regions. Write up of finalized report documenting our findings.
- **Low Stress Multimodal Mobility Transportation System Master Plan, Environmental Planning/Environmental GIS preparation, Broward County, FL** – This project involves the development of the Broward County Low Stress Master Plan, conducting a countywide master planning effort, including data collection and analysis; planning; resiliency; feasibility; and conceptual design(s) to integrate bicycling, walking, and use of personal conveyance devices into the transportation mainstream. This project aims to enhance utilization, resiliency, mobility, accessibility, and connectivity of the low stress multimodal mobility transportation system. Environmental planning and GIS specialist: Conducted initial county wide analysis for a multitude of environmental considerations, including existing trails, ecological features (wetlands, parks/conservation areas/mitigation banks/other natural areas), Historic and contaminated sites, and future considerations (storm surge and flood zones, coastal construction control and high hazard areas). Developed resiliency matrix criteria for environmental features.
- **Safety Improvements to Southern Connector (SR-417) Existing Roadway Condition Assessment Report (ERCAR), Environmental/Wildlife Surveys, FTE, Osceola and Orange Counties, FL** – This FTE project involves the detailed analysis of the existing conditions with respect to design standards and safety of the roadway, bridges, drainage, pavement markings, signs, and miscellaneous project components. Environmental Scientist: Conducted desktop and field review of environmental concerns and potential permits required for proposed improvements. Conducted presence/absence surveys for burrowing owls, gopher tortoises, and other listed species.
- **Safety Improvements to Suncoast Parkway (SR-589) Existing Roadway Condition Assessment Report (ERCAR), Environmental/ Wildlife Surveys, FTE, Pasco County, FL** – This FTE project involves the detailed analysis of the existing conditions with respect to design standards and safety of the roadway, bridges, drainage, pavement markings, signs, and miscellaneous project components. Environmental Scientist: Conducted desktop and field review of environmental concerns and potential permits required for proposed improvements. Conducted presence/absence surveys for burrowing owls, gopher tortoises, and other listed species.
- **Turnpike Rehabilitation Concrete Piles Bridges for the C-24 Canal, Marine Benthic & Wildlife Surveys, FTE, St. Lucie County, FL** – This Turnpike project involves preparation of construction plans for the rehabilitation of the concrete piles through the use of pile jackets and scour countermeasures at three different bridge sites. Surveyed the proposed construction areas for Gopher Tortoise burrows, burrowing owls and potential bat roosting, including creation of GIS maps of the gopher tortoise burrow locations within the project area. Conducted benthic survey / reconnaissance outing to determine viable survey locations, coordinated with South Florida Water Management District pertaining to the utilization of their right of way access, and prepared a technical memo for the benthic survey results.
- **SUN Trail - Savannas Preserve State Park Gap, Wetland Delineation, FDOT District 4, St. Lucie County, FL** - This project involves construction of an 11.9-mile-long paved trail through the Savannas Preserve State Park. Environmental Scientist: assisted with conducting wetland delineations, mapping wetlands and other surface waters near the project location. Determined area of impact regarding specific wetland and other surface waters.

Electrical Design Associates



Electrical Design Associates



Dameion Donaldson, P.E.

Engineer

Mr. Donaldson is the chief electrical engineer for Electrical Design Associates, Inc., and has 18+ years of experience in various projects within the private and public sectors. He is experienced in designing electrical power distribution for municipal systems, water and wastewater treatment facilities, above and below ground distribution systems, lighting systems for roadway and industrial facilities. His electrical designing responsibilities encompass all aspects of drawing production, as well as system design.

Experience:

Mr. Donaldson has been involved in the electrical system design on a variety of projects including, but not limited to:

- Lift Station 309
Boynton Beach, FL
- System Wide Wellfield Improvements
Palm Beach County, FL
- WTP Wells 10, 11, 12 & 13 Upgrades
City of Tamarac, FL
- Westport WWTP Expansion
Port St. Lucie, FL
- WRF Influent Pumping & Headworks Imps
Largo, FL
- Boca Wells 35W, 36W and 37W Improvements
Boca Raton, FL
- Riviera Beach Evaluation
Riviera Beach, FL
- Northwest Neighborhood Improvements
Delray Beach, FL

Academic Credentials:

Bachelors of Science in Electrical Engineering
Florida International University, 2003

Professional Engineer – Florida 70851
Copy of PE license included in Forms Section

Employment Record:

2011-Present: Electrical Design Associates,
Inc.
President

2009-2011: Lea & Elliot, Inc.
Electrical Project Engineer

2008- 2009: Gers USA Consulting
Electrical Engineer

2006-2008: Electrical Design Associates,
Inc.
Electrical Engineer

2004-2005: Ivax Research, Inc.
Electrical Project Engineer

Principal Areas of Expertise:

Electrical Design of Power Distribution,
Lighting, and Fire Alarm Systems for
Environmental, Municipal and Commercial
Projects

Electrical Cost Estimating
Testing and Commissioning

Professional Activities:

Florida Engineering Society (FES)
Institute of Electrical & Electronics Engineers
(IEEE)
IEEE Power and Energy Society

3. Past Experience

Town of Highland Beach, FL Lift Station #3 Upgrades

SERVICES:

- Engineering Design
- Permit Application
- Bidding Services
- Construction Administration

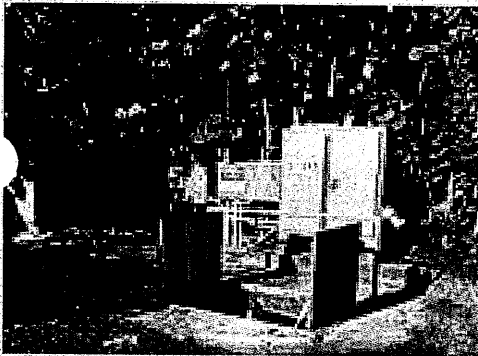
COMPLETED:

Design Completed 2023
In Construction

The Town of Highland Beach hired Baxter & Woodman to perform rehabilitation of their existing duplex submersible Lift Station No. 3, including the design for the replacement of the existing control panel and replacement the of mechanical components within the valve vault. In addition the top slab of the wet well and valve vault were elevated to address station resiliency.

The improvements also included upgrading the station level control system to a pressure transducer level control system with a high water level alarm backup float. In coordination with raising the wetwell and valve vault, the site will be regraded and the driveway extending from the adjacent SR A1A will be replaced. The project includes permitting with the FDOT for work in their ROW and requirements for contractor provision of station bypass pumping.

Baxter & Woodman will be providing construction administration and inspection services for the construction which begins in early 2024.



**TOWN OF HIGHLAND BEACH
REHABILITATION OF LIFT STATION No. 3**

**AS BIDD FOR CONSTRUCTION
NOVEMBER 2023**

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FOR REVISIONS, CONTACT THE DESIGN ENGINEER

DATE OF REVISION: _____

BY: _____

BAXTER & WOODMAN

ENGINEERS & ARCHITECTS

10000 W. BOULEVARD

DADE COUNTY, FLORIDA 33154

DATE: _____

SCALE: _____

PROJECT NO.: _____

BAXTER & WOODMAN
ENGINEERS & ARCHITECTS

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BAXTERWOODMAN.COM

Town of Highland Beach, FL

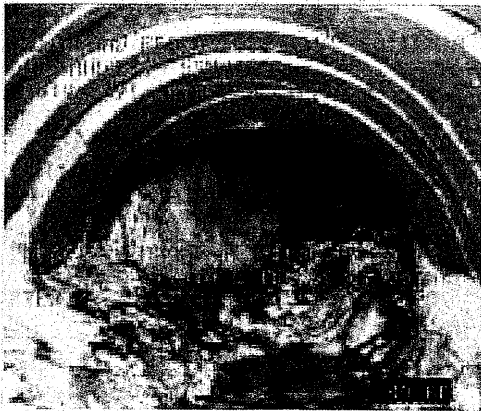
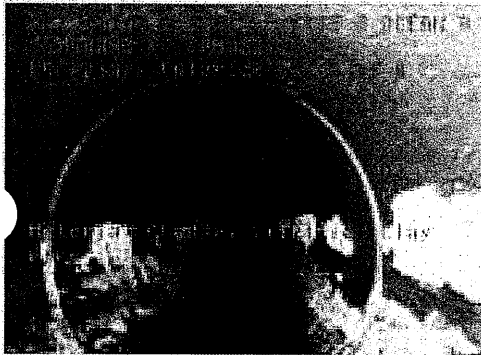
Gravity Sewer Main Improvements

SERVICES:

- Prepare Contract Documents
- Bidding Assistance
- Construction Administration

COMPLETED:

2022



Still shots of televised inspection from inspection report.

The Town of Highland Beach provides wastewater collection service through a system of gravity sewer mains along State Road A1A (SR A1A). The south end of the system is approximately 0.10 miles south of the intersection of SR A1A and Grand Court and the north end of the system is approximately 0.55 miles south of the intersection of SR A1A and Linton Boulevard. The system consists of various types of pipe material and sizes ranging from 6-inch to 18-inch diameter with an approximate total length of 16,000 linear feet.

Baxter & Woodman prepared the contract documents detailing the proposed work which required utilizing closed circuit television (CCTV) inspection methodologies. The survey determined the general condition of the sewer mains and a limited number of laterals to assess defective pipe sections, the location of obstructions, root penetrations, defective service laterals (as appropriate) and identify unknown lateral sewer connections. Baxter & Woodman then assisted the Town in the bidding of the project by preparing the bid advertisement, conducting the pre-bid conference, provide bid clarifications/addenda, and provide a written recommendation of contract award.

Baxter & Woodman then performed contract administration on the project. Performing kick-off and regularly scheduled progress meetings, reviewing shop drawing submittals, contractor schedules, contractor pay applications, requests for additional information, and contract closeout. Baxter & Woodman summarized the findings from the investigation and provided recommendations for mediation of the gravity sewer mains and the methodology.

Town of Lantana, FL

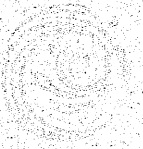
US-1/SR-5/Dixie Highway

SERVICES:

- Roadway and Drainage Improvements
- Sidewalk Repairs
- Pedestrian Traffic Signal Upgrades
- Signing and Pavement Marketing Improvements
- Agency Coordination
- Public Outreach

COMPLETED:

2018



Baxter & Woodman provided design engineering services for improvements of Dixie Highway from North of Hypoluxo Road to 300 Feet South of Waterway Drive. The project consisted of milling and resurfacing the pavement to extend the service life of the roadway; developing drainage design to alleviate ponding; repairing sidewalks and upgrading pedestrian curb cut ramps to conform to Americans with Disabilities Act (ADA); upgrading pedestrian traffic signals; replacing inductive loops with video detection system; and upgrading signing and pavement markings throughout the project limit.

Coordination was necessary with local municipalities, evaluating needs and demands from stakeholders, meeting with local officials and their consultants, conducting public outreach and workshop, securing and procuring certifications such as utilities and right of way, performing phase review submittals, answering to phase review comments and leading the project through the delivery process.

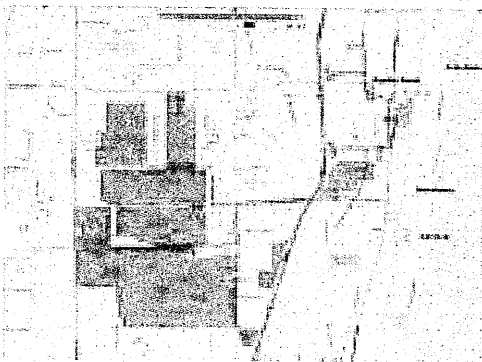
City of Boynton Beach, FL Reclaimed Water Planning Assistance

SERVICES:

- Data Collection & Review
- Regulatory Coordination

COMPLETED:

2023



Baxter & Woodman assisted the City of Boynton Beach with an assessment report to serve as an update to historic assessments and reclaimed water (RW) expansion efforts, to assist the City in planning out future RW expansion projects, and to comply with the Florida Department of Environmental Protection's (FDEP) 2008 Ocean Outfall Elimination Law (OOEL).

Baxter & Woodman reviewed the City's historical records to validate connected RW users, and identify proposed users best for future connection. Proposed users were assessed for user parcel size, location, type of ownership, permit status, and fiscal investment. The City's list of future users was first proposed in Mathew Consulting's (now Baxter & Woodman) 2014 FDEP Ocean Outfall Report Progress Update and later built upon by Carollo Engineering's 2020 RW Expansion Report. Baxter & Woodman composed a list of remaining proposed RW users, adding proposed RW users stemming from our assessment. A summary description and cost estimate in 2022 dollars was provided for each project, and a final comparison of the cost per gallon per day (GPD) of RW was created for the City's consideration. The City currently has six infrastructure improvement projects to implement into their RW system. The calculated RW usage from these projects and users totals 0.390 MGD.

Baxter & Woodman also examined the 2008 Ocean Outfall Elimination legislation. Pulling information from the SCRWWTP historical flow data, workshop help with City staff, and discussions held between the FDEP and the Cities of Delray and Boynton Beach; we assessed the fiscal feasibility of the City's RW distribution system complying with the OOEL by the December 31, 2025 deadline. The City is required to meet the RW usage goal of 3.85 MGD by the deadline and has added 0.581 MGD from projects completed between 2008 and 2021. This means the City has 3.269 MGD of RW flow left to meet the OOEL requirements. Through our review of the existing data, Baxter & Woodman identified 13 new RW users the City can pursue.

Baxter & Woodman also assisted the City in meetings with the Florida Department of Environmental Protection (FDEP) and South Florida Water Management District (SFWMD), and prepared written documentation for submission to both agencies.

City of Boynton Beach, FL North & South Roads Drainage Improvements

SERVICES:

- Drainage Improvements
- Storm Sewer Improvements
- Pavement Improvements
- Agency Coordination
- Progress Meetings

COMPLETED:

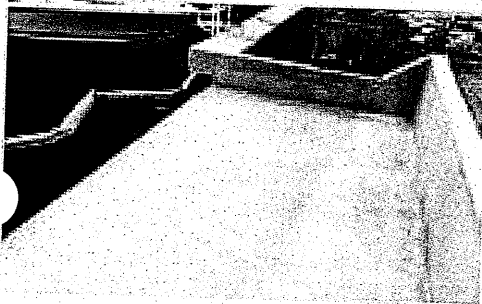
2017

Baxter & Woodman provided design engineering and construction services for the 11.6 acre area extending from US Highway 1 to the Intracoastal Waterway, between North Road and South Road in the City of Boynton Beach. The overall project area consisted primarily of existing single-family residential neighborhoods and existing commercial land uses.

Stormwater runoff from the project area ponded in low lying areas and overflowed into the adjacent mangroves and Intracoastal Waterway via overland flow and direct culvert discharge.

The surface water management system serving the 11.6-acre area consists of inlets and culverts that convey runoff to gravity sewers discharging into the Intracoastal Waterway via 36-inch diameter culverts.

The work included design, bidding, and construction services for drainage and paving improvements.



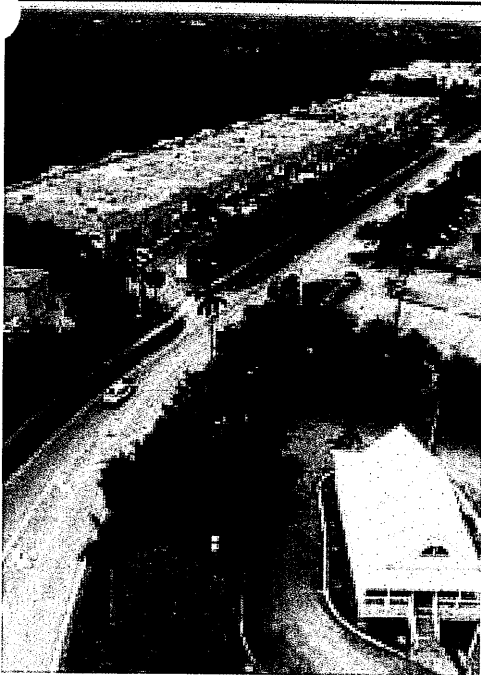
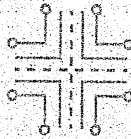
City of Boynton Beach, FL High Ridge Road Concept Study

SERVICES:

- Project Initiation & Data Collection
- Traffic & Accident Analysis
- Alternative Analysis
- Concept Design of Preferred Alternative
- Grant Application Assistance
- Meetings & Public Involvement

COMPLETED:

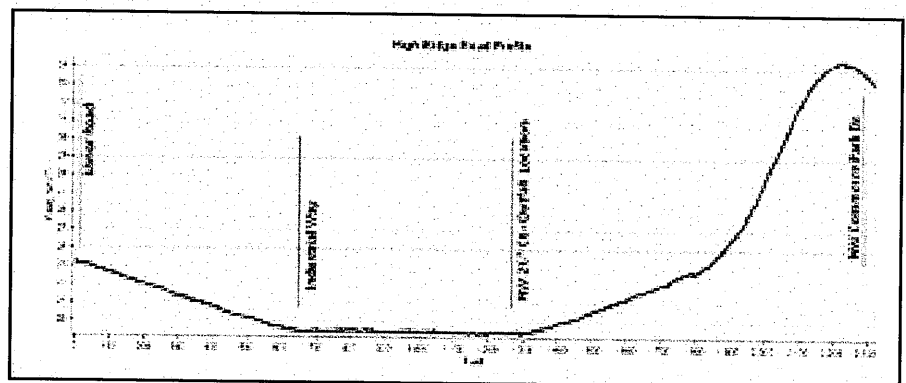
2021



Baxter & Woodman provided the preparation of conceptual plans, a conceptual cost estimate, and grant application assistance for an application to the Palm Beach Transportation Planning Agency (TPA) for High Ridge Road from NW Commerce Park Drive to Miner Road.

The existing cross-section of High Ridge Road consisted of four lanes, two lanes in each direction, separated by a landscaped median from NW Commerce Park Drive to NW 25th Avenue. High Ridge Road then transitions from four lanes to two lanes, one lane each direction, with left turn channelization at the Industrial Way and Miner Road intersections. In addition, Baxter & Woodman coordinated with Palm Beach County Engineering regarding their planned improvements for a roundabout design at the High Ridge Road/Miner Road Intersection.

The improvements consist of milling and resurfacing the pavement and maintaining the existing four lanes and landscaped median along High Ridge Road from NW Commerce Park Drive to 25th Avenue. Existing trees were removed from the landscaped median and replaced with low growing shrubs to improve sight distances. Between 25th Avenue to Miner Road, a four lane section is proposed with pedestrian pathways, while maintaining left turn channelization at the intersections. Exfiltration trench and inlets provided stormwater management and treatment.



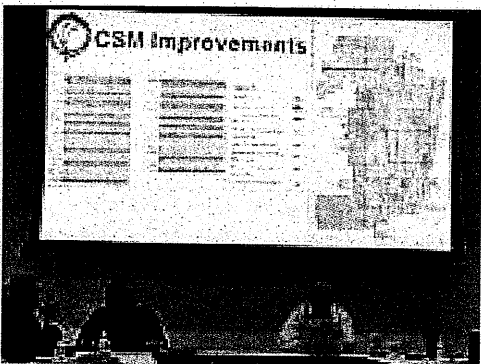
City of Boynton Beach, FL Complete Streets Mobility Plan & Mobility Plan

SERVICES:

- Complete Streets
- Mobility Plan
- Mobility Fee

COMPLETED:

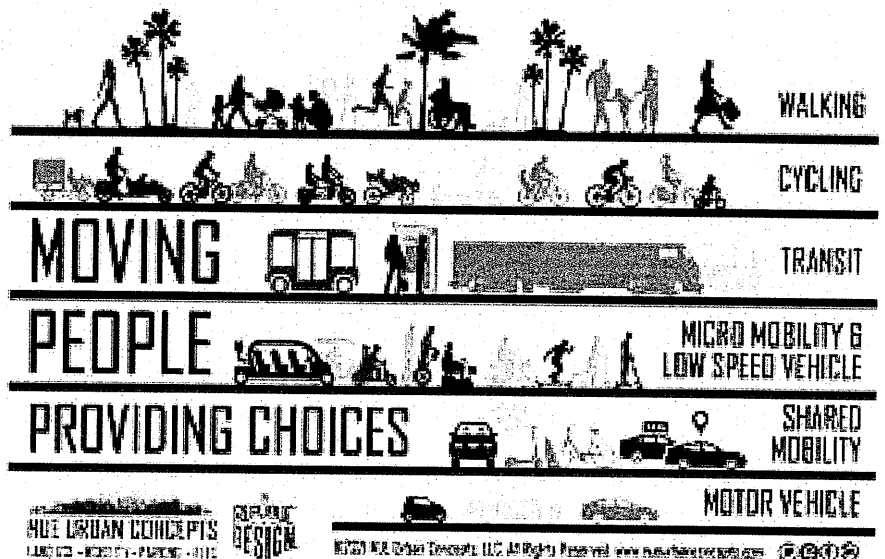
2021



As communities struggle with providing an adequate level of service for urban roadways without limiting growth, the City of Boynton Beach is looking towards alternative solutions to provide mobility by means other than additional road capacity and to allow infill and redevelopment in urban areas. As an alternate to Palm Beach County's transportation concurrency, proportionate fair-share and road impact fees, the City requested Baxter & Woodman prepare a Mobility Study and determination of a Mobility Fee.

Baxter & Woodman teamed with NUE Urban Concepts to provide services in two phases. The first task was to complete a Mobility Plan for areas within the City limits to serve as the legal basis and foundation for pursuit of multimodal transportation improvement funding. This effort was followed by development of a Mobility Implementation Plan, which established the associated mobility fees required to support the recommended improvements.

The Mobility Plan coordinated with the City's Future Land Use Element of the Comprehensive Plan; assigned Quality of Services ratings for roadways and sidewalks; projected growth; and developed differential cost estimates for over 25 mobility improvement projects. The mobility fee was calculated to make up for funding shortfalls, assuming a planning horizon through the Year 2045.



City of Boynton Beach, FL

NE 3rd Street Roadway & Utility Improvements

SERVICES:

- Data Collection
- Design Services
- Permitting Services
- Bidding Services
- Construction Administration Services
- Construction Inspection

COMPLETED:

2020



Baxter & Woodman assisted the City of Boynton Beach with engineering services for the NE 3rd Street Roadway and Utility Improvements project. With the goal of extending NE 3rd Street from NE 9th Avenue approximately 300 LF to connect to East Martin Luther King Jr Boulevard (NE 10th Avenue), the infrastructure improvements consisted of:

- Conversion of an unimproved 5-foot right-of-way section into a full roadway
- New sidewalk, curb and gutter
- Side street parking
- New 8-inch water main
- New 8-inch gravity sanitary sewer
- Roadway striping & signage
- Stormwater improvements
- Street lighting
- Sidewalk along north side of NE 9th Ave between NE 3rd St and Railroad Avenue
- Design services for a new 12" water main on NE 9th Avenue from NE 1st Street to Railroad Avenue (approximately 1,513 linear feet)
- Landscaping and irrigation design services
- Design and permitting of street drainage
- Connection of a proposed 8" water main in the new NE 3rd St R/W that will tie into the existing 6" water mains along both NE 10th Ave and NE 9th Ave

City of Boynton Beach, FL

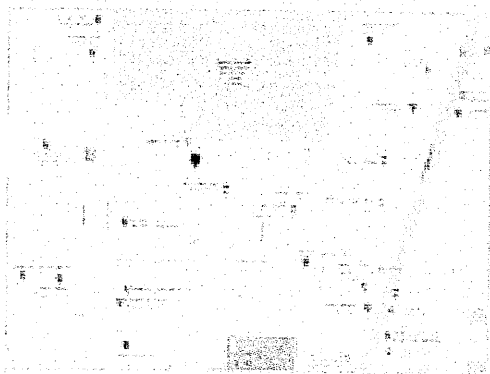
Greyson Heights Sidewalk Conceptual Design & Grant Funding Assistance

SERVICES:

- Data Collection
- Grant Application Assistance
- Preliminary Design Services
- Public Outreach

COMPLETED:

2021



Project Area

Baxter & Woodman assisted the City of Boynton Beach with developing concept plans for the design of a sidewalk infill project in the Greyson Heights neighborhood. The City of Boynton Beach recognized the Grayson Heights Neighborhood as one of the few City-owned road rights-of-way's without sidewalks for safe pedestrian travel. The City aimed to enable safe, convenient and comfortable travel and access for users of all ages and abilities regardless of their mode of transportation.

The project consisted of the preparation of conceptual plans, a conceptual cost estimate, and grant application assistance for an application to the Palm Beach Transportation Planning Agency (TPA) for the proposed sidewalk improvements.

The streets within the project area are as follows:

- SE 35th Avenue from S. Seacrest Boulevard to SE 1st Street
- SE 34th Avenue from SE 1st Street to SE 2nd Court
- SE 1st Street from SE 34th Avenue to SE 36th Avenue
- SE 2nd Street from SE 34th Avenue to SE 36th Avenue
- SE 2nd Court from SE 34th Avenue to SE 36th Avenue

The following improvements are proposed for Grayson Heights Neighborhood:

- Installation of ADA-compliant 5-foot wide sidewalks within the City's road rights-of-way
- Installation of ADA-compliant ramps at roadway crossings
- Replacement of driveway aprons within the City's right-of-way with new concrete aprons

City of Boynton Beach, FL Lakeside Gardens Drainage Improvements

SERVICES:

- Design Engineering & Construction Management
- Drainage Pipe
- 25 Drainage Structures
- New Gravity Outfall

COMPLETED:

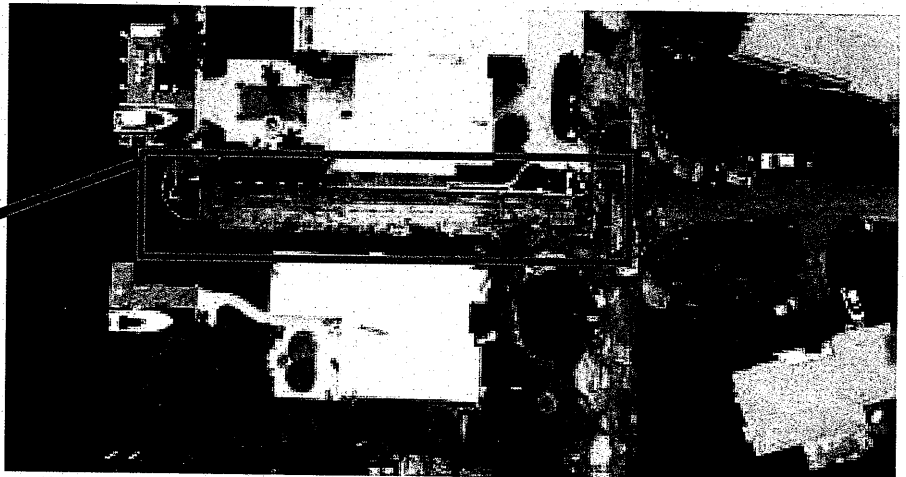
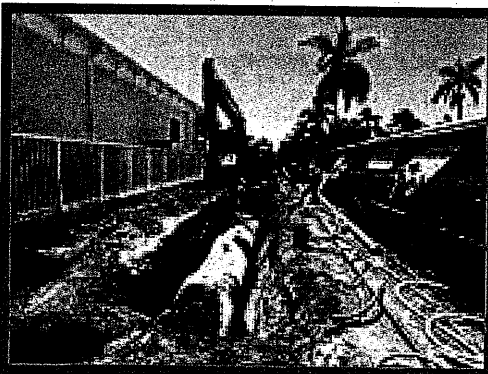
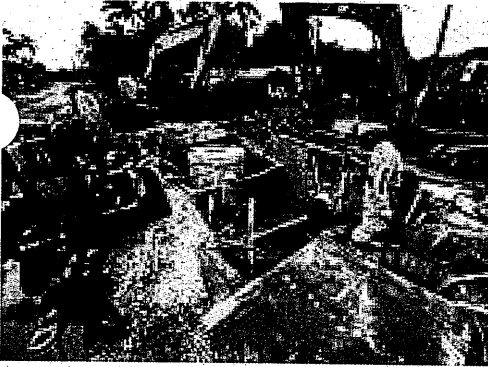
2021

Baxter & Woodman was awarded engineering services including successor engineering, constructability review, value engineering, permitting, bidding assistance, and construction management and part-time inspection services.

The project was previously engineered by others including the 100% design phase drawings, technical specifications, estimated construction schedule, and cost estimate. The major work items for the project include the design of approximately 1,600 linear feet (LF) of drainage pipe, 25 drainage structures, a new gravity outfall, a discharge pipe for a portable emergency stormwater pump, and 1,130 LF of water main replacement. Ancillary items associated with the construction of the stormwater management system include but are not limited to sanitary and water service line adjustments, driveway replacements, curbing, roadway widening and restoration, and erosion control measures.

The project included the following streets in the Lakeside Gardens Community:

- Dimick Road
- Potter Road
- North Lake Drive
- Connections at North Federal Highway



City of Boynton Beach, FL

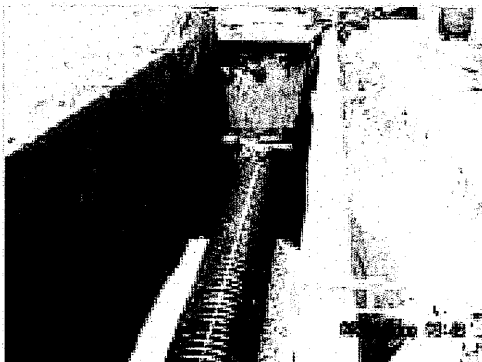
Rolling Green Stormwater & Water Main

SERVICES:

- Complete Streets
- Mobility Plan
- Mobility Fee

COMPLETED:

2010



The City of Boynton Beach identified the NW 17th Avenue Stormwater and Water Main Improvement Project to be completed under the City's 2010-2011 Capital Improvement Plan (CIP). The City requested Mathews Consulting (now Baxter & Woodman) to provide design, permitting, construction administration and full time inspections for the project. The project was executed using the traditional design, bid, and construct method.

Specific project elements included:

- Stormwater improvements via exfiltration trench and swale development
- 30,000 LF of 8" water main upgrades
- 30,500 LF of pavement resurfacing

Design Components of the project included:

- Review available record drawings of the project area
- Coordinate with Surveyor
- Investigate subsurface conditions
- Coordinate underground utilities with FP&L, BellSouth, Public Gas Company, and Cable TV
- Prepare detailed design drawings
- Prepare specifications
- Prepare all required permit applications (FDOT, PBCHD, and SFWMD)

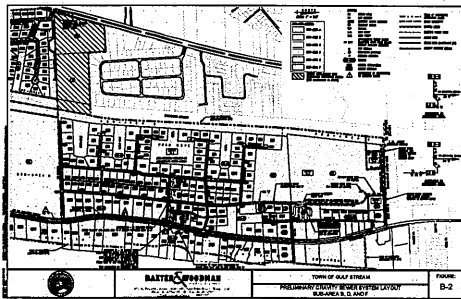
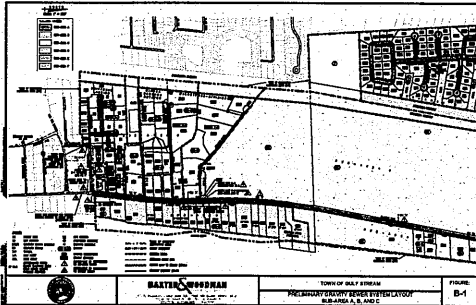
Town of Gulf Stream, FL Wastewater Feasibility Study Update

SERVICES:

- Evaluate Service Area & Wastewater Flows
- Preliminary Layout & Design
- Preliminary Capital Cost Evaluation

COMPLETED:

2020



Drawings of sewer layouts.

Baxter & Woodman completed a Wastewater Feasibility Study for the Town of Gulf Stream in 2002, which evaluated the feasibility of installing a wastewater collection system throughout the Town's service area. In 2020, the Town requested Baxter & Woodman update the report to reflect today's current design standards and construction costs.

Baxter & Woodman re-evaluated two options for centralized wastewater collection systems that included gravity and low pressure sewer systems. Our team also proposed a third option, vacuum sewer systems. Baxter & Woodman also re-evaluated multiple possibilities to transmit wastewater through the City of Boynton Beach, City of Delray Beach, and/or a combination of the two cities' wastewater systems ultimately to the South Central Regional Wastewater Treatment Plant. The Town of Gulf Stream corporate limits consists of 514 acres of primarily single family and multi-family developments with approximately 800 residents.

The project consisted of evaluating the service area and wastewater flows, including future growth and buildout conditions to establish future service area conditions, and to estimate wastewater flows for existing and future conditions. The project also consisted of providing a preliminary layout and design of wastewater collection systems for the Town's service area; preliminary capital cost evaluation for the proposed system layouts and flow routing options; identifying potential regulatory impacts to constructing a new wastewater collection system; and developing a final report documenting the results.

Town of Lauderdale-By-The-Sea, FL Palm Club Sanitary Sewer Improvements

SERVICES:

- Design Engineering of Septic-to-Sewer System
- Permitting
- Public Involvement
- Construction Engineering Inspection

COMPLETED:

2022



The Town of Lauderdale-By-The-Sea contracted with Baxter & Woodman to provide data collection, engineering design, permitting, public participation and coordination, bidding assistance, construction administration, and construction inspection services related to sewerage of the Palm Club neighborhood. Baxter & Woodman provided design services for a conventional gravity sewer system that collects the wastewater and conveys it to a new lift station located near the Marina. The lift station force main piping pumps the wastewater to an existing 18-inch force main located in S.R. A1A. The project included the following components:

- New submersible lift station, including installing a wet-well, pump components, piping, valve box, valving, and control panel
- Electrical telemetry/RTU design provided for the lift station
- New 4-inch force main. The proposed force main will connect into the 18-inch force main located in S.R. A1A
- New 8-inch sanitary sewer, manholes, and service laterals to serve the project area
- Reconstruction/resurfacing of roadways as required

Approximately 100 residential units currently on septic tanks were sewerage under this project. This is an environmental credit to the Town for sewerage an area in close proximity to the Intracoastal Waterway.

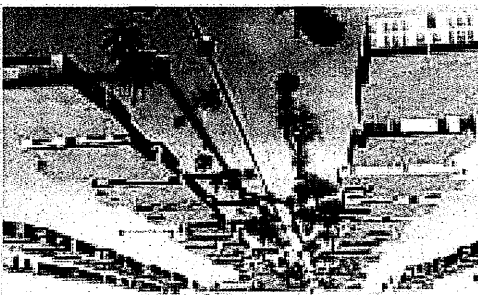
Town of Lauderdale-By-The-Sea, FL Codrington Drive Drainage Improvements

Services:

- Survey
- Geotechnical Engineering
- Preliminary Engineering
- Data Collection
- Public Outreach
- Design and Permitting
- Construction Management

Completed

2023



Codrington Drive is a mostly residential street located at the southern end of the Town of Lauderdale-By-The-Sea, west of A1A. The street and several backyards have experienced frequent flooding. The land was developed in the 1950s with the drainage being served by a single 12-inch CMP pipe. Baxter & Woodman performed Town-wide modeling associated with the Town's Stormwater Master Plan and recommended the replacement of the 12-inch pipe with a 30-inch pipe with a series of pipes to collect the runoff within the street.

During design, it was decided that it would not be feasible to replace the 12-inch pipe, which is located between two homes, because of the potential adverse impacts to the buildings. The new 30-inch outfall pipe was instead located on an undeveloped lot within a cul-de-sac at the west end of the street, for which the property owners granted an easement.

Services included:

- Survey (Topographic and Drainage Easement Sketch/Legal)
- Geotechnical – Organic Soils Found and Quantified for Removal
- Preliminary Engineering with ICPR4 Modeling
- Drainage System Design of 1,700 linear feet of pipe
- Sea Level Rise Evaluation
 - Inline Check Valves Utilized
 - System Designed for Future Pump Station
- Water Quality (swales) and Landscaping Improvements Included
- Permitting with Broward County, SFWMD, and USACOE
- Public Outreach
- Full Construction Management Services
- Project Certification

Town of Lauderdale-by-the-Sea, FL Pavement Condition Study

SERVICES:

- Database
- Photographic Log
- Pavement Surface Evaluation
- Pavement Rehabilitation Strategy
- Cost Estimates

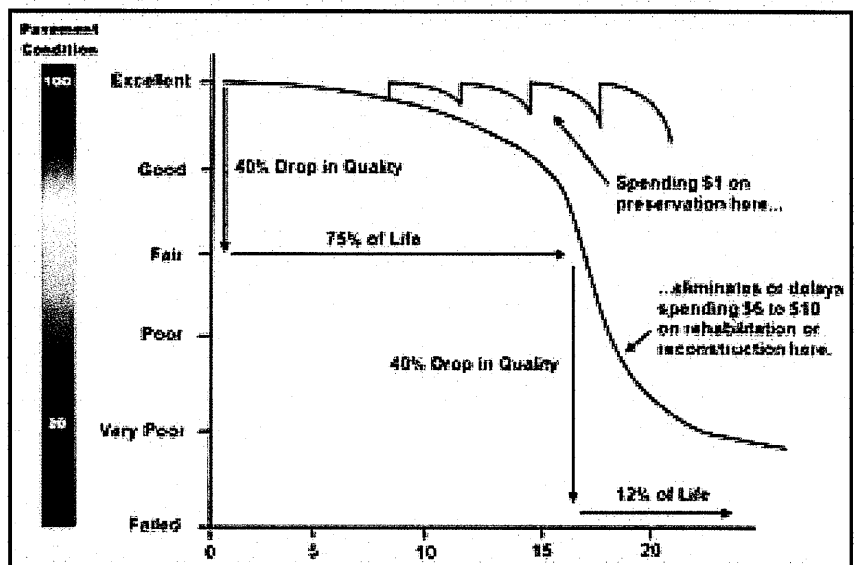
COMPLETED:

2021

The Town of Lauderdale-by-the-Sea authorized a pavement condition survey to assess the state of the Town's streets, and to develop an economical and workable street program to maintain their streets over the next several years. The primary goal of a successful pavement management plan is to proactively rehabilitate streets on a schedule that targets repairs before pavements approach the end of their useful life - where pavements rapidly decline and become far more expensive to rehabilitate. This strategy is the most effective use of the Town's allocated street budget regardless of the budget amount.

The Town commissioned Baxter & Woodman to reassess the condition of the Town's street network and produce a pavement condition survey. Work tasks included:

- Develop a current inventory of street information in a database that is easy to access and update.
- Collect photographic log utilizing a truck-mounted GoPro.
- Evaluate each street section and assign a Pavement Surface Evaluation and Rating (PASER) value.
- Identify pavement rehabilitation strategy for each street section.
- Estimate the costs of recommended improvements.
- Analyze the effectiveness of the Town's current and future street improvements annual budget.



City of West Palm Beach, FL

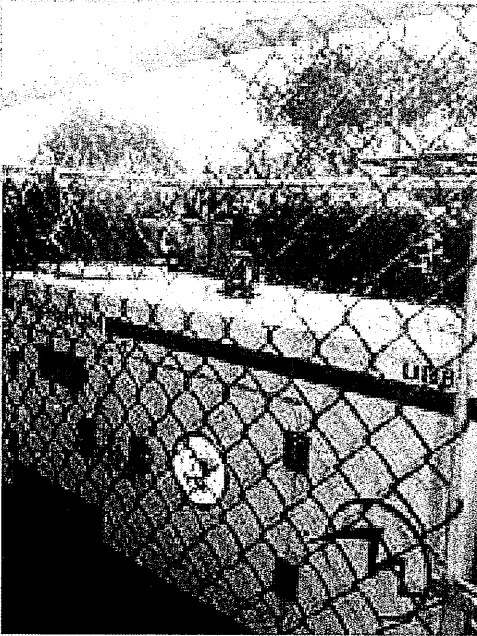
Lift Stations No. 26, 45, and 51 Rehabilitation

SERVICES:

- Design Services
- Conversion "Can-Type" Station to Submersible Stations
- Replacement of Approximately 75 LF of 10-Inch Forcemain

COMPLETED:

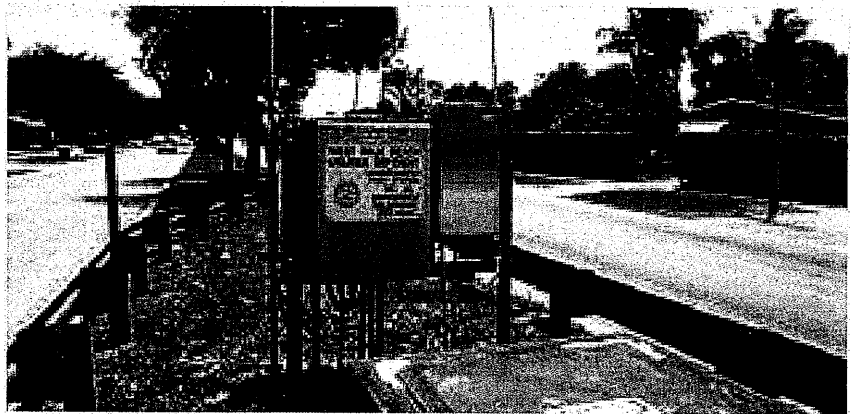
Ongoing



The City of West Palm Beach contracted with Baxter & Woodman to provide engineering design services for the rehabilitation of Lift Stations 26, 45, and 51 in the City of West Palm Beach.

The project includes the following components:

- Convert the existing "can-type" station (with two 20 HP pumps) to submersible stations which are located within the median of Australian Avenue. Installed two new 20 Hp submersible pumps with associated rails and hatches.
- Provide structural modifications of the existing wetwell to convert it into a submersible wetwell. Demolished the concrete entrance tube and extend the concrete walls to grade. Provided new concrete top slab with hatches.
- Replace the existing control panel and RTU in accordance with City standards.
- Replace the existing 30 KW with a new 30 KW standby generator with base mounted tank. (LS 51)
- Replace approx. 190 LF of 12-inch gravity sewer line and 43 LF of 10-inch gravity sewer line.
- Replace approx. 75 LF of 10-inch forcemain in the discharge line.
- At lift station No. 51, the existing emergency diesel driven standby generator was replaced with a new generator unit.



City of Wilton Manors, FL

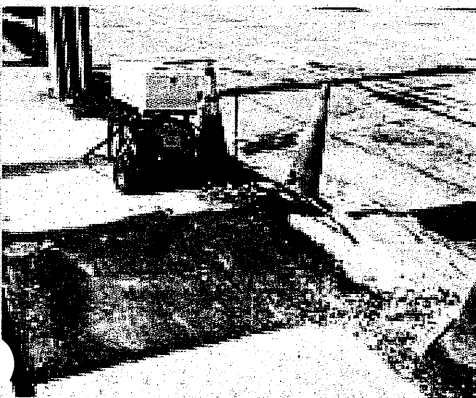
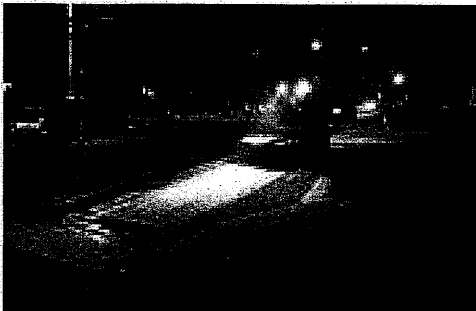
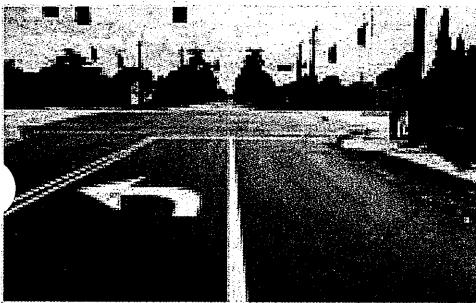
29th Avenue & 30th Court Water Main Improvements

SERVICES:

- Contract Documents
- Potable Water System Upgrades
- Data Collection
- Permitting
- Construction Administration

COMPLETED:

Ongoing



Baxter & Woodman is providing the City of Wilton Manors with professional engineering services for potable water system upgrades for NW 29th Street and NW 30th Court.

Phase 1 - NW 29th Street:

The Florida Department of Transportation (FDOT) performed the design for the improvements to NW 29th Street from east of the intersection of NW 9th Avenue (SR-845/Powerline Road), approximately 0.50 miles. The improvements included pedestrian and bicyclist mobility, sidewalk repairs, milling, and resurfacing of the road within the project limits. The City wanted to take the opportunity to improve the potable water system by replacing the existing 6-inch water main, portions of which consist of asbestos cement piping, prior to the start of the construction of the roadway project.

The replacement of the 6-inch water main extended from the intersection of NW 9th Terrace and NW 29th Street to Andrews Avenue and NW 29th Street (approximately 2,975 linear feet). Two fire hydrants were relocated to the right-of-way lines of NW 29th Avenue and at the southwest corner of the intersection of NW 3rd Avenue and NW 29th Street. One fire hydrant was installed at the southeast corner of NW 6th Avenue and NW 29th Street. An existing 6-inch water main was replaced along NW 6th Terrace to an existing fire hydrant (approximately 450 linear feet) north of the intersection. The existing fire hydrant was also replaced.

An existing 6-inch water main along NW 6th Avenue (approximately 550 linear feet), an existing fire hydrant located on the southeast corner of the intersection, and an existing 6-inch water main along NW 28th Street (approximately 125 linear feet) were replaced.

Phase 2 - NW 30th Court:

An existing 6-inch water main (east of NW 9th Avenue) and 4-inch water main (west of NW 9th Avenue) and existing water services were located along the south right-of-way line of NW 30th Court with a project limit between NW 11th Terrace and approximately 650 linear feet east of the intersection of NW 30th Court and NW 9th Avenue. An existing parallel 8-inch water main was located along the north right-of-way line of NW 30th Court. The City desired to relocate all water services connected to the existing 4-inch water main within the project limits to be connected to the 8-inch water main. The existing 4-inch water main was abandoned in place. Additional segments of 4-inch (approximately 150 linear feet) and 6-inch (approximately 16 linear feet) water mains along NW 9th Avenue and 4-inch (approximately 135 linear feet) along NW 11th Terrace were abandoned as part of Phase 2.

City of Delray Beach, FL Osceola Neighborhood Improvements



SERVICES:

- Drainage Improvements
- Roadway Improvements
- Alleyway Improvements
- Water & Sewer Improvements
- Traffic Calming
- CEI Services
- Public Involvement
- LED Lighting
- Landscape & Irrigation Improvements

COMPLETED:

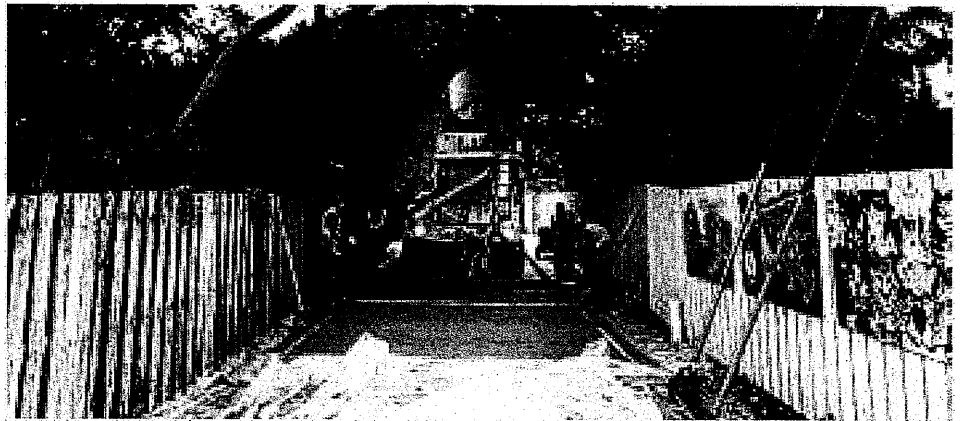
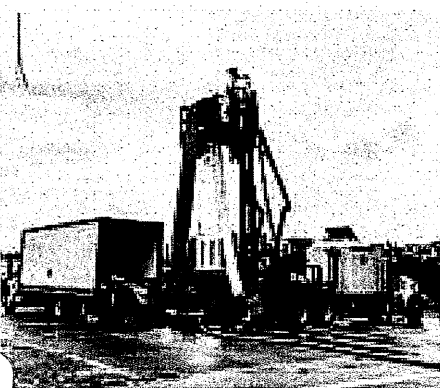
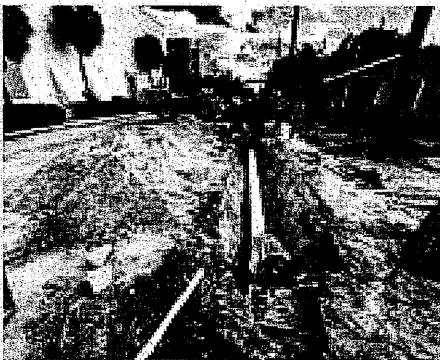
- Phase 1 - 2021
- Phase 2 - 2023

The City of Delray Beach contracted with Baxter & Woodman to improve the roadways and drainage infrastructure within the Osceola Neighborhood, including approximately five miles of roads and alleyways within an older, established area of the City. The project is located on a coastal ridge characterized with well drained soils. However, development of streets and homes have altered the natural drainage patterns and resulted in several areas of trapped runoff.

Drainage problems were identified by performing a GIS ponding assessment of LiDAR information and by performing hydrologic and hydraulic modeling using Inter-Connected Ponding Routing (ICPR4) model. The results compared favorably with residents' accounts.

The City directed Baxter & Woodman to minimize the use of swales within the project area because of residents' penchant to park along the road. The City also requested that new drainage infrastructure be minimized to save costs. Baxter & Woodman responded by taking advantage of the geology and topography of the area and designed exfiltration systems located in key areas intended to eliminate flooding, provide improved water quality, and restore flow patterns.

The neighborhood included mid-block unpaved alleyways behind the homes. The residents requested improved pedestrian and bicycle pathways via the alleyways. There was a lack of piped drainage systems along the alleyways and therefore permeable concrete pavement was proposed for the alleyways to allow for percolation of the stormwater runoff. This project was selected for the American Concrete Pavement Association's 2021 Sustainable Practices Recognition Award, presented for the implementation of sustainable and resilient design and construction practices that consider societal, environmental and economic factors.





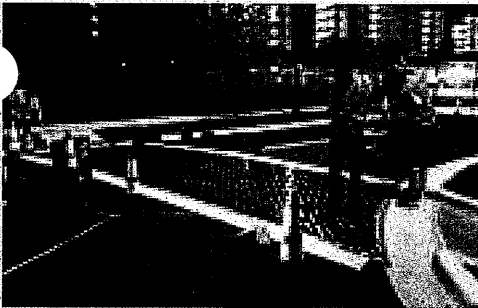
Town of Lake Park, FL Lake Shore Drive Drainage Improvements

SERVICES:

- Survey
- Geotechnical
- Modeling
- Preliminary Design
- Permitting
- Bidding

COMPLETED:

2022



The Town of Lake Park contracted with Baxter & Woodman to provide engineering services for the design of drainage and other related improvements on Lake Shore Drive starting from the entrance of the Lake Park Marina north 3,220 feet to Castlewood Drive. Lake Shore Drive was prone to frequent flooding with road elevations ranging from 2.0 to 3.2 feet, NAVD. An innovative drainage system was designed that included pumping stormwater up into a dry detention area/bioswale for water quality treatment before discharging to the Lake Worth Lagoon. The project addressed flooding issues, King Tides and Sea Level Rise (SLR), as well as providing a completely new pedestrian friendly corridor for the area's residents. Baxter & Woodman also provided assistance with a Hurricane Mitigation Grant application for \$3.5M. Services included:

Drainage System Design

- ICPR4 Modeling
- Level of Service Assessment
- Sea Level Rise Evaluation
- Drainage System and Pump Station
- Water Quality Improvements
 - Pollution Control Devices
 - Bioswale
- Permitting with SFWMD and USCOE

Roadway Design

- Roadway Replacement/Mill and Overlay
- US 1 Corridor Coordination
- ADA Compliant Sidewalks and Shared Path
- Landscaping and Irrigation
- Street Lighting

Baxter & Woodman provided engineering design, permitting, and bidding services for certain utility and roadway drainage improvements to Lake Shore Drive. Baxter & Woodman also provided full construction management services with a construction manager and full-time inspector to process pay applications, clarifications, shop drawings and as-builts. The final pavement section called for Asphalt Base Course, Type B-12.5 ("Blackbase") to provide additional resistance to pavement degradation due to groundwater tidal influence resulting in repeated base rock inundation from the adjacent Intracoastal Waterway.

Town of Gulf Stream, FL

SR A1A Water Main Improvements

SERVICES:

- Design Engineering
- Open Cut & Directional Drill Water Main Installation
- Permitting
- Construction Inspection
- FDOT Agency Coordination

COMPLETED:

2023

Baxter & Woodman prepared the 10 Year Capital Improvement plan for the Town of Gulf Stream that identified the need for replacement of an existing 6-inch water main along SR A1A with a 12-inch water main and replacement of existing 6-inch water mains along Sea Road, North County Road, and Little Club Road with an 8-inch water main.

The Town requested that Baxter & Woodman provide data collection, design, permitting, and construction administration services in the execution of this project. The infrastructure improvements included:

- Design of a 12-inch water main on State Road A1A and 8-inch water mains on Sea Road, North County Road, and Little Club Road
- Directional drill in select areas
- Mature tree preservation
- Coordination with FDOT
- Re-connection to the existing emergency interconnect
- Fire hydrants, valves, and water services



Palm Beach County Engineering & Public Works, FL Sims Road Improvements (from Lakes of Delray Boulevard to Atlantic Avenue)

SERVICES:

- Design Services
- Roadway Extension
- Culverts
- Utility Coordination

COMPLETED:

Ongoing

Baxter & Woodman is providing design services for a roadway extension and culvert for the LWDD Canal L-34 crossing for Sims Road, extending from Lakes of Delray Boulevard to Atlantic Avenue. The unimproved road section is approximately 3,000 LF and is located in unincorporated Palm Beach County, west of Delray Beach.

Engineering services included the following tasks:

- Utility coordination
- Paving and drainage design
- Pavement marking and signage
- Surface water management and environmental permitting
- Signalization design
- Street lighting photometrics

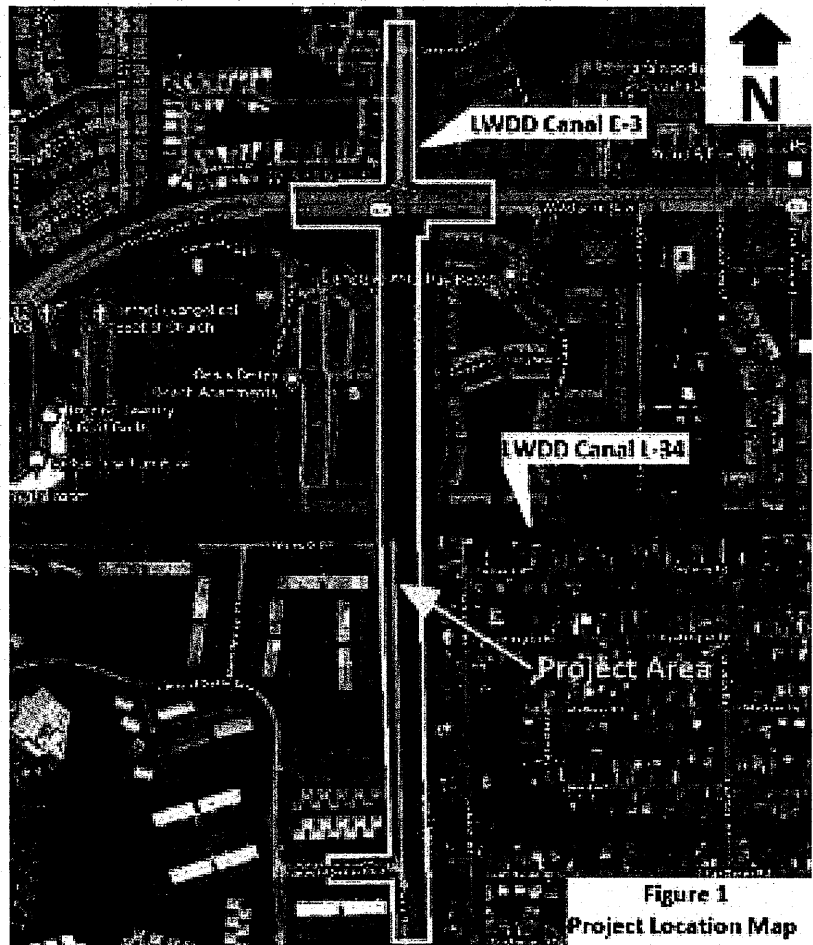


Figure 1
Project Location Map

City of Pompano Beach, FL Esquire Lake Stormwater Improvements

SERVICES:

- Drainage Design
- Installation of New Drainage Facilities 18"-42"
- Roadway Reconstruction
- CEI Services
- CMS Services

COMPLETED:

Design - 2018
Construction - 2020

The City of Pompano Beach selected Baxter & Woodman to prepare a Drainage Preliminary Design Report for the Esquire Lake Neighborhood. The Drainage Preliminary Design Report provided the recommended improvements to the Esquire Lake Neighborhood in order to address roadway flooding and standing water issues after rainfall events in the neighborhood.

The design of the proposed improvements included installation of new drainage facilities 18-42-inch (piping, catch basins, manholes, exfiltration trench, outfalls, etc.) swale grading and sodding, roadway reconstruction and pavement resurfacing, clearing and grubbing, dewatering, MOT, pavement markings and signage, compliance with permit conditions, testing, and all restoration work. The project included installation of 42-inch diameter drainage pipe within a 12-foot wide drainage easement running between homes. This required careful coordination and monitoring of the construction efforts to ensure a successful installation, to limit the City's liability, and to limit impacts to the adjacent homeowners.

Baxter & Woodman subsequently provided CEI services, engineering design, permitting, bidding, public relations, State Revolving Loan documentation, construction administration services, and coordinated with Broward County Traffic Engineering Division for pavement markings, signage acceptance, and closeout.



Loxahatchee River District, FL Master Lift Station No. 1 Rehabilitation

SERVICES:

- Three New 110 HP Pumps
- New 365 kW Generator
- Replacement of Existing Pump Suction & Discharge Piping
- Structural Improvements

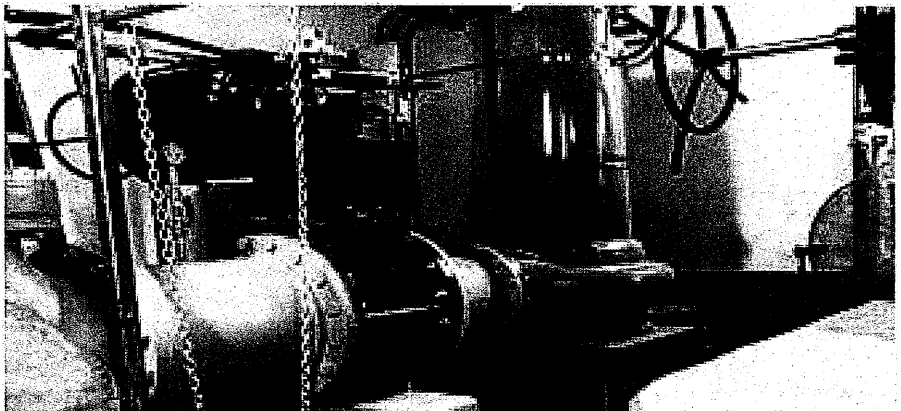
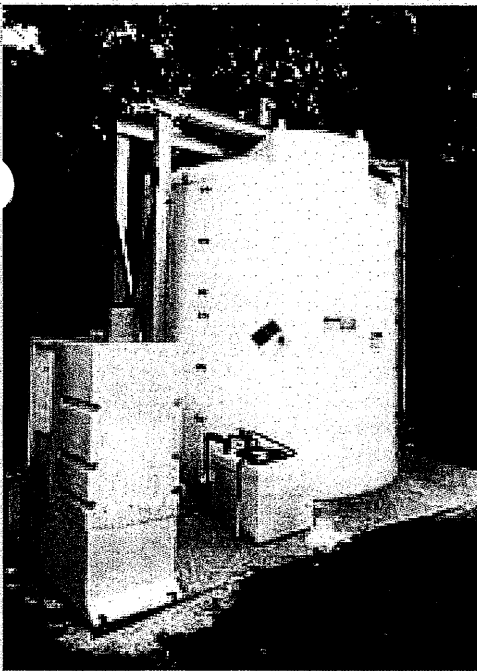
COMPLETED:

2020

The Loxahatchee River Environmental Control District owns and operates Master Lift Station No. 1 (MLS No. 1), which is located at the southwest corner of the intersection of Indiantown Road and Pennock Lane. The station is currently a triplex station equipped with dry-pit type, submersible pumping units. The station serves the surrounding areas through a network of gravity sewers and also serves as a re-pump station for multiple smaller area lift stations. All flow conveyed to MLS No. 1 is discharge via gravity to the influent chamber of the facility.

The District contracted with Baxter & Woodman to provide engineering services for the following project rehabilitation components:

- Replacement of the existing dry-pit, non-submersible type pumps with three 110 HP pumps.
- Replacement of the existing diesel driven standby generator unit with a new 365 kW generator.
- Provision of MOVs with IP68 rated enclosures suitable for immersion service.
- Replacement of the existing pump suction and discharge piping to accommodate the new pumps and discharge valve locations.
- Replacement and relocation of the existing manually operated plug valves on the pump discharge piping.
- Incorporation of a temporary bypass connection within a below-ground vault to provide reliability and redundancy during facility shut-downs.
- Installation of a 30-inch temporary line stop will be installed on the pump discharge piping in the yard.
- Structural improvements and re-coating of the interior concrete surfaces.



Town of Lauderdale-by-the-Sea, FL

South Silver Shores Traffic Calming Study

SERVICES:

- Traffic Engineering
- Traffic Calming
- Preliminary Design
- Public Involvement

COMPLETED:

Ongoing

The Town of Lauderdale-By-The Sea has Baxter & Woodman perform a traffic calming study for the South Silver Shores Neighborhood. Baxter & Woodman attended a public meeting with the community to listen to their concerns. The scope of work includes the collection of speed and directional traffic counts at ten locations within the neighborhood, analysis of the data, trip generation for the neighborhood and analysis to determine the extent of speeding and cut-through traffic in the neighborhood. Upon completion of the analysis a preliminary concept for traffic calming features will be developed. This plan will be presented first to the Town and then to the community.

Baxter & Woodman's Engineering Services includes the following primary tasks:

- Task 1 - Project Management and Coordination
- Task 2 - Data Collection and Analysis
- Task 3 - Alternatives Analysis and Technical Memorandum
- Task 4 - Conceptual Plans



Town of Lauderdale-by-the-Sea, FL Pavement Condition Study

SERVICES:

- Photographic Log
- Pavement Surface Evaluation
- Pavement Rehabilitation Strategy
- Cost Estimates

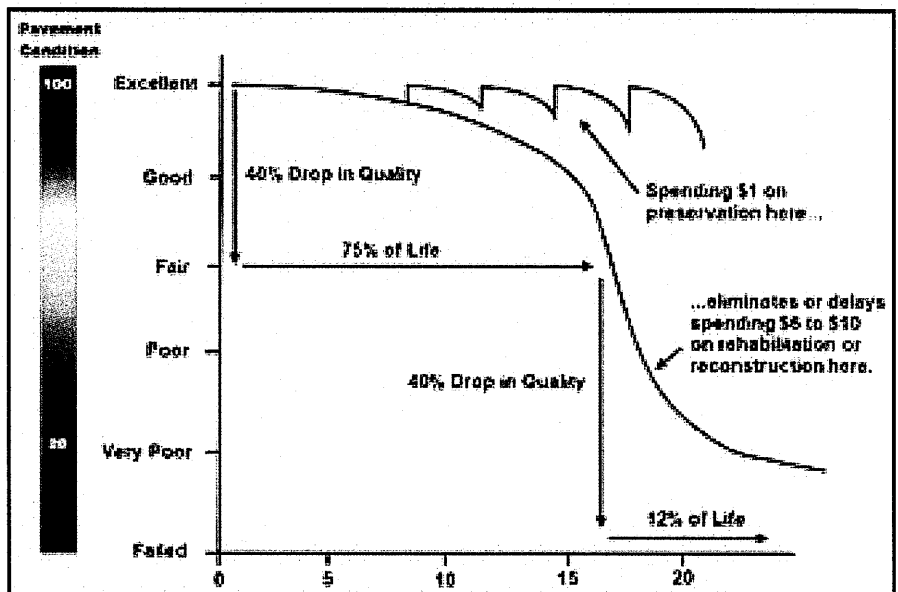
COMPLETED:

2021

The Town of Lauderdale-by-the-Sea authorized a pavement condition survey to assess the state of the Town's streets and develop an economical and workable street program to maintain their streets over the next several years. The primary goal of a successful pavement management plan is to proactively rehabilitate streets on a schedule that targets repairs before pavements approach the end of their useful life - where pavements rapidly decline and become far more expensive to rehabilitate. This strategy is the most effective use of the Town's allocated street budget regardless of the budget amount.

The Town commissioned Baxter & Woodman, Inc. to reassess the condition of the Town's street network and produce a pavement condition survey. Work tasks included:

- Develop a current inventory of street information in a database that is easy to access and update.
- Collect photographic log utilizing a truck-mounted GoPro
- Evaluate each street section and assign a Pavement Surface Evaluation and Rating (PASER) value.
- Identify pavement rehabilitation strategy for each street section.
- Estimate the costs of recommended improvements.
- Analyze the effectiveness of the Town's current and future street improvements annual budget.



Town of Lantana, FL

Services as Town Engineer

Services

General Engineering Services on an as requested basis as needs arise.

Dates

Ongoing



Baxter & Woodman as the Town Engineer for the Town of Lantana, provides drainage permit review for all proposed construction projects within the Town. As the consulting engineer representative on the Town's Plan Review Committee, Baxter & Woodman reviews site plan and variance applications for commercial and multi-family projects. Baxter & Woodman also coordinates and acts as the Town's liaison with other local governmental agencies on an as needed basis.

Site Plan & Variance application reviews include:

- RaceTrac - commercial
- Aura Seaside - multi-family/mixed use
- Palm Beach Maritime - school
- Ahrens Companies - maintenance facility
- Maranatha Bible Church - church
- The Village - assisted living facility
- Water Tower Commons - mixed use

Drainage Permit reviews include:

- Water Tower Commons
- Mixed Use
- Ahrens Maintenance Facility - commercial
- 702 South Dixie Highway - parking lot
- Holiday Inn Express - commercial
- Family Dollar - commercial
- KFC - commercial
- The Moorings - multi-family
- Numerous single family home sites

FDOT coordination work includes:

- Dixie Highway drainage improvements to address runoff from FDOT ROW onto local roadways
- Modifications to I-95 weir structure to address regional drainage impacts to Town drainage facilities
- Lane Diet analysis and median improvements to Dixie Highway
- Review proposed improvements to Lantana/I-95 Interchange

Palm Beach County liaison work includes:

- Coordination regarding Palm Beach County Traffic Division approval for various project driveway turnouts
- Coordination regarding Palm Beach County Traffic Division approval for Water Tower Commons mixed-use facility, turn lanes, traffic reviews, signalization
- Coordination regarding fire lane access and utility availability for Aura Seaside multi-family/mixed use facility
- Traffic Performance Standard letter for Town Library expansion

Florida Department of Environmental Protection

coordination work includes:

- Preparation of the annual report for the Town's NPDES permit

City of Delray Beach, FL

Northwest Neighborhood Drainage Improvements

SERVICES:

- Research Plats and Deeds
- Topographic Survey
- Sketch & Descriptions

COMPLETED:

Ongoing

SIZE:

14.5 Acres +/-

COST:

\$129,000 +/-

The City of Delray Beach and the Delray Beach Community Redevelopment Agency are performing a series of improvements in the NW Neighborhood area. The scope of the project includes improvements for: drainage, utilities, lighting, pavement, pedestrian/ bicycle pathways, and landscaping.

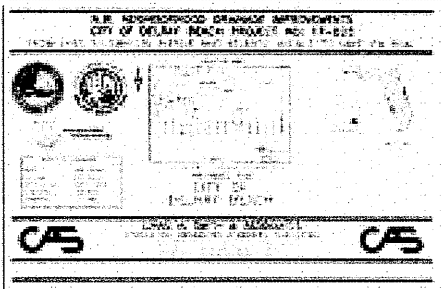
Dennis J. Leavy & Associates (DJLA) was selected to provide additional land surveying services for this project. Mr. David A. Bower served as Project Manager.

In order to determine the horizontal and vertical position of the project, DJLA field crews established horizontal site control utilizing the Florida state plane coordinate system (83/90 datum). This information was obtained utilizing Global Positioning System (GPS) equipment. Vertical control for the project was established based upon the North American Vertical Datum of 1988 (NAVD 88).

For engineering design, DJLA field located existing structures and improvements within the rights-of-way and easements. This included roadways, drives, sidewalks, curbing, trees, and fences, as well as above ground existing utilities including FP&L, Bellsouth, cable TV, natural gas, sanitary sewer, lift stations, storm sewers, force mains, and catch basins. DJLA field personnel also obtained information on pipe material, size, invert elevation, direction, and rim/grate elevations for sanitary and storm structures. Existing ground elevations at various intervals was obtained across the site.

The field information obtained above was coordinated with the ownership lines, easements, and right-of-way information recorded in the Public Records and/or Florida Department of Transportation Right-of-Way Maps in order to delineate project boundaries.

To complete the project, DJLA prepared Topographic Surveys for a portion of the roadways and 103 Sketch & Descriptions for right of way acquisition purposes.



Town of Lake Park, FL

Lake Shore Drive Drainage Improvements

SERVICES:

- Infrastructure Layout
- Topographic Survey
- Record Drawing Preparation

COMPLETED:

2022

SIZE:

3,500 Linear Feet +/-

COST:

\$116,000 +/-

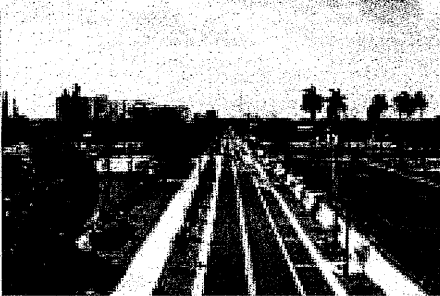
The Lake Shore Drive was project established to improve the drainage system, water/sewer utilities, roadway and landscaping improvements.

Dennis J. Leavy & Associates (DJLA) was selected to provide land surveying services for this project. Mr. David A. Bower served as Project Manager.

In order to determine the horizontal and vertical position of the project, DJLA field crews established horizontal site control utilizing state plane coordinate system (83/90 datum). This information was obtained through Global Positioning System (GPS) equipment. Vertical control for the project was established based upon the North American Vertical Datum of 1988 (NAVD 88).

For construction purposes, DJLA provided field layout for proposed infrastructure. This included roadway, drainage, sanitary, watermain, hydrants, and street lighting.

To complete the project, DJLA is prepared As-Built / Record Drawings of completed roadway, drainage, watermain, sanitary infrastructure.



Palm Beach County, FL

Green Cay - Phase II

SERVICES:

- Title Commitment Review
- Easement Research
- Topographic Survey
- Boundary Survey
- Tree Survey

COMPLETED:

2020

SIZE:

66.5 Acres +/-

COST:

\$39,000 +/-



The Green Cay - Phase II Project was established by Palm Beach County to update the Green Cay nature center to include a second park and water purification center. The project included a new 2 million gallon per day Water Purification Facility located at the Southern Region Water Reclamation Facility, a new Learning/Education Center, a new 63-acre park, and 8 surficial production wells and associated raw water mains.

Dennis J. Leavy & Associates (DJLA) was selected to provide land surveying services for this project. Mr. David A. Bower served as Project Manager.

A Title Commitment provided by others was reviewed to determine any easements or encumbrances which may affect the project. In order to determine the horizontal and vertical position of the project, DJLA field crews established horizontal site control utilizing the Florida state plane coordinate system (83/90 datum). This information was obtained through state of the art Global Positioning System (GPS) equipment. Vertical control for the project was established based upon the North American Vertical Datum of 1988 (NAVD 1988).

For engineering design, DJLA field located existing structures and improvements within the project limits. This included buildings, roadways, drives, sidewalks, curbing, and fences, as well as above ground existing utilities including FP&L, sanitary sewer, lift stations, storm sewers, force mains, and catch basins. DJLA field personnel also located and identified native trees within the property limits. Existing ground elevations were obtained across the site.

The field information obtained above was coordinated with the ownership lines, easements, and right-of-way information recorded in the Public Records and/or Florida Department of Transportation Right-of-Way Maps and the Title Commitment to delineate project boundaries.

To complete the project, DJLA prepared a Boundary Survey with Topography, and a Tree Survey.

City of Boynton Beach, FL

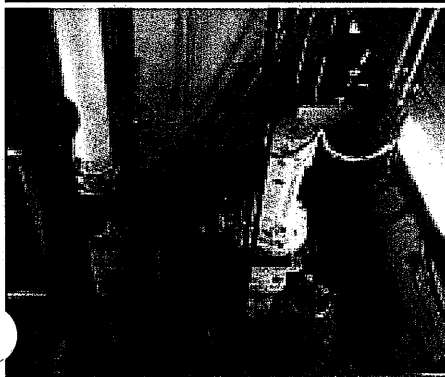
Lift Station 309

SERVICES:

- Electrical & HVAC Engineering
- Multi-Discipline Coordination
- General Services During Construction

COMPLETED:

2017



Boynton Beach Lift Station 309 is located at the Northwest corner of N. Seacrest Boulevard and NW 19th Ave. The station is a Master Lift Station that was in need of rehabilitation in order to support future flow projections. The station consisted of three pumps sized at 85 HP, 88 HP and 31.5 HP served from a 480Volt, 30 service originating at the FPL service pole adjacent to the station. The station was supported by a 230 kW standby generator located within a separate block building adjacent to the pump station building.

Electrical designed included a new power distribution system designed to support the entire station including the replacement of the jockey pump with a full-size pump and a diesel standby pump. The station control system included a new control panel utilizing the ACE3600. The new power and control systems were housed within the existing generator building. The design also addressed the conduits extending through classified spaces and from non-classified to classified spaces including the use of EYS fittings at the point of entrance and/or exit in accordance with NFPA 820.

Palm Beach County, FL

PBC System Wide Wellfield Improvements

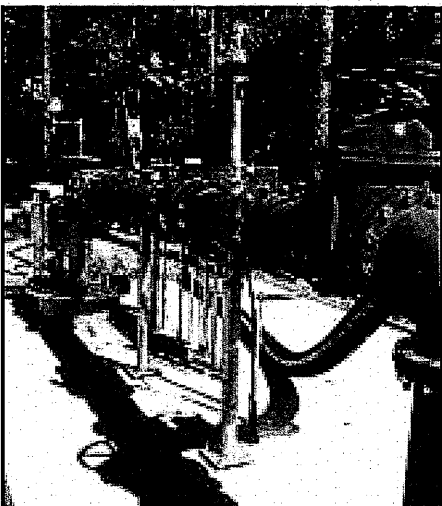
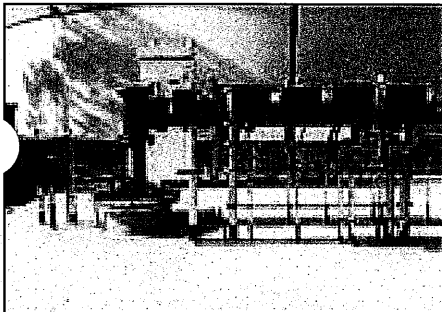
SERVICES:

- Electrical & Instrumentation Engineering
- Multi-Discipline Coordination
- General Services During Construction

COMPLETED:

Design - 2020

Construction - Ongoing



Electrical Design Associates, Inc. (EDA) was contracted to provide electrical and instrumentation design for improvements to surficial aquifer production wells located at two (2) of the County's water treatment plants (Nos. 2 & 8) throughout the Palm Beach County Water Utilities Department (PBCWUD) service area. Our Scope of work included the following:

1. Electrical and Instrumentation design associated with the complete replacement and/or over drill of wells No. 2W-3, 2W-4, 2W-5, 2W6 and 2W-7 at Water treatment Plant No, 2. Design includes a new VFD driven control panel and RTU at each location. VFD shall include an ethernet module and hard-wired signals.
2. Electrical and Instrumentation design associated with the complete replacement and/or over drill of wells No. 8W-6, 8W-17, 8W-18 and 8W-23 at Water treatment Plant No, 8. Design includes a new VFD driven control panel and RTU at each location. VFD shall include an ethernet module and hard-wired signals. It is our understanding that which includes wells No. 6 and 23 are on one FPL service and do not include standby power.
3. Instrumentation at each well includes drawdown measurement, well pressure, raw water temperature, conductivity, ORP, flow switch and a flow meter. SCADA Tagging shall be in accordance with Palm Beach County standards, a four-part string consisting of the following parts; Plant Designation (up to Four Characters), Particular System (Four Characters), Individual Equipment Number within the System (Two Characters), and an abbreviated description.
4. Electrical and Instrumentation design associated with a stand-alone RTU at each location in accordance with Palm Beach County Standards. Each RTU communicates via a 900MHz radio and shall be based on an Allen Bradley CompactLogix PLC.
5. Electrical design associated with the feeder replacements at Wells No. 8W-3R, 8W-13, 8W-14, 8W-18 and 8W-22.
6. Electrical design associated with the feeder replacements at Wells No. 2W-3, 2W-4, 2W-5, 2W-6 and 2W-7.

Miami- Dade County, FL

Biscayne Bay Coastal Wetlands Cutler Flow Way Phase 1 Pump Station S-701 Construction Project

SERVICES:

- Technical Assistance
- Design Support
- On-Site Representative
- Request For Information
- Request For Clarification
- Request For Proposals
- Change Orders
- Field Orders
- Value Engineering
- Review QA/QC
- Record Drawings

PROJECT ELEMENTS

- 400 DFS Pump Station
- Intake Canal
- Discharge Canal

COMPLETED:

Dates: 2021 - Current
Contract Value \$700,000

The S-701 Pump Station project is a component of the Biscayne Bay Coastal Wetlands (BBCW) Phase 1, Cutler Wetlands C-1 Flow Way (Cutler Wetlands C-1 Flow Way Project). The Cutler Wetlands C-1 Flow Way Project is an element of the Comprehensive Everglades Restoration Plan (CERP). The purpose of the BBCW Phase 1 component of CERP is to contribute to the restoration of Biscayne Bay and adjacent wetlands as part of a comprehensive plan for restoring the south Florida ecosystem. The project intends to redistribute freshwater runoff from the watershed away from the existing canal discharges and into the coastal wetlands adjoining Biscayne Bay to provide a more natural and historic overland flow through existing coastal wetlands. This project will also help restore saltwater wetlands and the nearshore bay through the re-establishment of optimal salinity concentrations for fish and shellfish nursery habitat. The S-701 is a 400 cfs Pump Station (3-100 cfs pumps, 2-50 cfs pumps).

WIRX is providing Engineering During Construction (EDC) Services, which includes:

Task 1 – Solicitation Assistance to District

Task 2 – Conformed Plans and Specifications

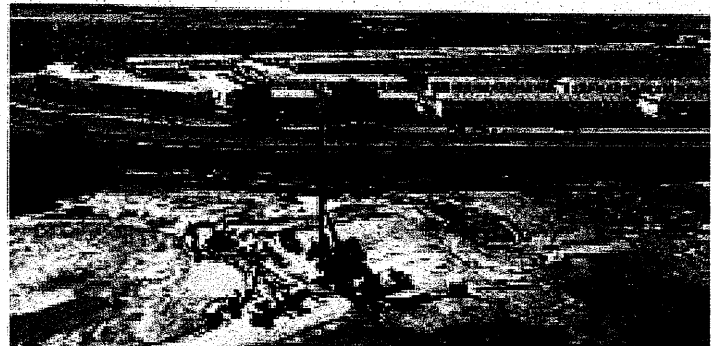
Task 3 - Engineering During Construction (EDC)

Task 4 – Construction Observations

Task 5 - Submittal and Correspondence Review

Task 6 – Design During Construction

Task 7 – Project Closeout, Commissioning and Start-up



South Bay, FL

CEPP EAA A-2 Engineering and Construction Bureau Support

SERVICES:

- Maintain Project Files in Accordance with Document Control System;
- Provide Design Assistance with Consultant's Internal Design Teams;
- Perform Construction Observations;
- Collect On-Site Construction Photos;
- Create Daily Reports and Upload to Document Control System;
- Maintain Project Files
- Attend Project Meetings;
- Manage Project Status and Reporting to SFWMD;
- Assist With Other Project Related Technical Activities

PROJECT ELEMENTS

- STA/RES Connection Canal
- 6,500 ACRE STA Constuction
- 10,500 ACRE/240K ACRE FT Storage Reservoir

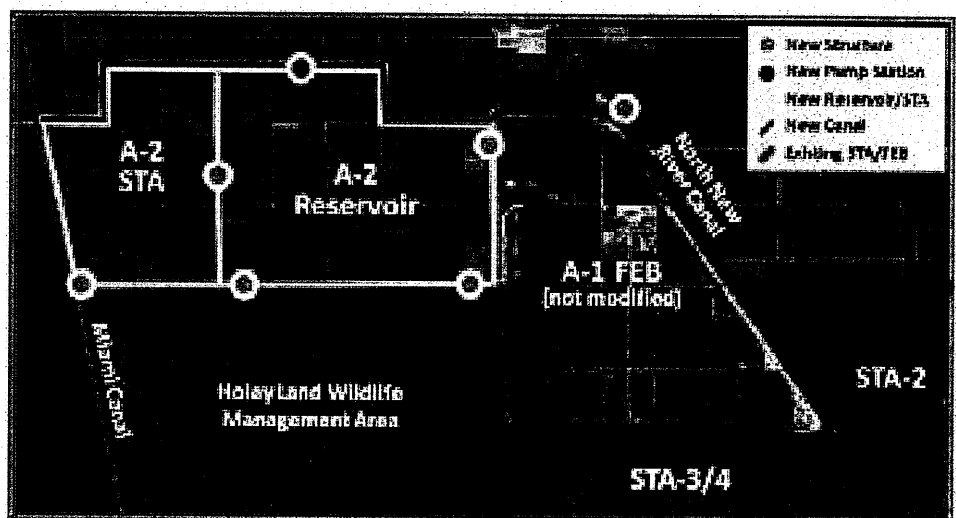
COMPLETED:

Dates- January 2023 - Current
Contract Value \$487,537

The CEPP New Waters EAA STA/Reservoir projects consist of joint Everglades restoration efforts between the SFWMD and the USACE. The SFWMD is responsible for building the connection canal between the STA and the Reservoir and building the constructed wetland known as the stormwater treatment area, and the USACE is building the water storage reservoir. The purpose of the Central Everglades Planning Project (CEPP) Everglades Agricultural Area (EAA) Reservoir Phase is to construct a 240,000 acre-foot EAA reservoir and 6,500 acre-foot stormwater treatment area, and integrate them with A-1 FEB operations.

The Scope of Work for this project includes clearing, grubbing, demucking, blasting, dewatering, canal excavation, foundation preparation, installation of a seepage cutoff wall, canal backfilling, and all incidental related work to prepare approximately 9.25 miles of foundation for a 17.3 miles-long embankment dam, to be constructed under separate contract within the (EAA). The approximate toe to toe width of the foundation is 260 feet in the north, east, and west; and 235 feet in the south.

WIRX role is to support the execution of the work associated with the referenced CEPP New Waters EAA STA/Reservoir projects with Civil Engineering Staff. The Engineers are assigned to assist the South Florida Water Management District (District) appointed Project Manager (PM) to provide the maximum benefit incompleation of the required deliverables in accordance with the established project schedules,



Deerfield Beach, FL

SR A1A Deerfield Beach LAP Project

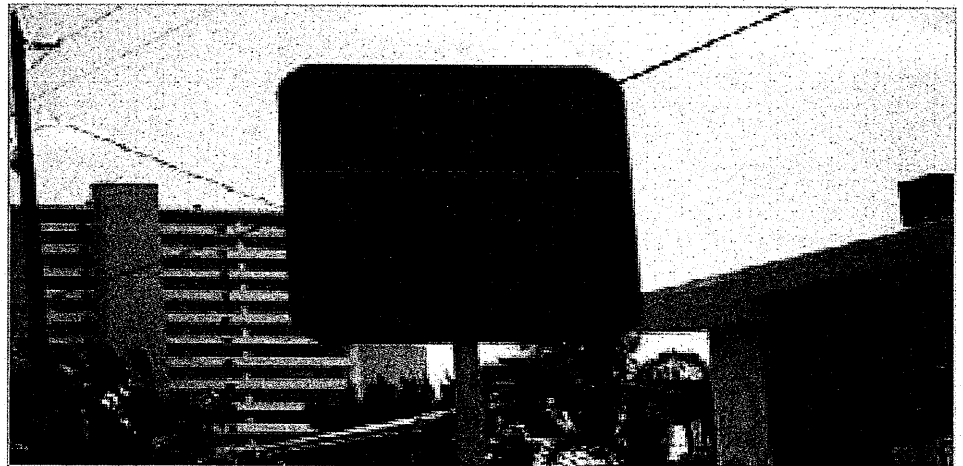
REPORTS:

- Categorical Exclusion Type 2 (NEPA) Document and Conducting the Supporting Environmental Studies
- Endangered Species Biological Assessment Report
- Contamination Screening Evaluation Report
- Noise Study Report

The City of Deerfield Beach, under the Local Agency Program (LAP) agreement with the Florida Department of Transportation (FDOT), conducted a Project Development and Environment (PD&E) Study to evaluate alternatives for mobility and safety improvements to SR A1A. The project limits are from SE 3rd Street to NE 7th Street, a distance of approximately 0.84 mile. Three alternatives were evaluated for possible improvements and included modifying traffic circulation. Public involvement was a critical component to address potential impacts to businesses, including a reduction of parking.

CECOS was the lead environmental consultant on the project and was responsible for preparing the Categorical Exclusion Type 2 (NEPA) document and for conducting the supporting environmental studies. CECOS also prepared the supporting reports. Report. Over 400 noise sensitive sites were identified including condominiums, apartments and hotels. We completed a noise analysis and identified impacts to all sensitive sites and defined reasonable and feasible abatement measures. Sea turtle nesting occurs adjacent to the project area so CECOS conducted a night time lighting study to determine potential impact to nesting sea turtles. The project was able to retrofit "turtle-friendly lighting" for new and replaced lights CECOS also evaluated the Deerfield Beach Fishing Pier and several beach access points as potential Section 4(f) resources.

Evaluated environmental permits required for the project and coordinated with all agencies including Broward County (Stormwater), and SFWMD. Prepared environmental documentation of agency coordination and environmental issues.



FDOT D4, St. Lucie County

Sun Trail - Savannas Preserve State Park Gap

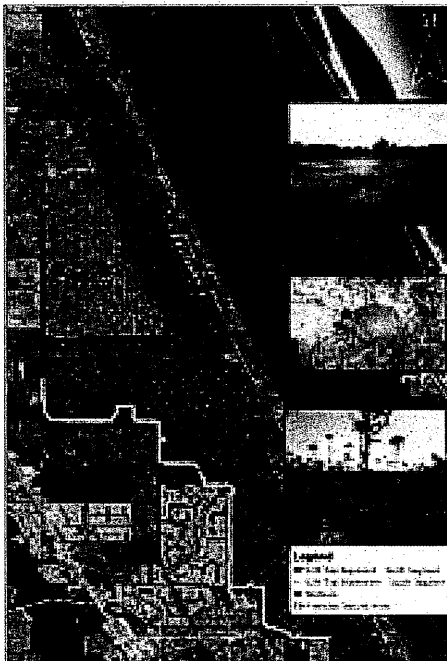
SERVICES:

- Wetland Delineations
- Wetland Habitat Mapping
- Uniform Mitigation Assessment Method (UMAM) Analysis to Evaluate Existing Conditions and Calculate Mitigation Requirements,
- Agency Coordination
- Preparation of South Florida Water Management District (SFWMD) Environmental Resource Permits (ERP) and FDEP State 404 Permit Documents

The Florida Department of Transportation (FDOT) in association with the Florida Department of Environmental Protection (FDEP) and St. Lucie County are designing an 11 mile-long, multi-use, paved trail through the Savannas Preserve State Park in St. Lucie County. This trail will eventually connect two existing East Coast Greenway (ECG) segments: one at Green River Parkway in St. Lucie County and another at the Savannas Recreation Area. Due to funding considerations, the 11-mile segment was divided into north and south segments, respectively 4.2 (north segment) and 6.8 (south segment) miles long. These two segments were designed and permitted separately.

Situated within the Savannas Preserve State Park, which is overseen by the FDEP State Parks Department and a St Lucie County owned Park, this trail traverses environmentally sensitive habitats supporting numerous protected floral and faunal species. The trail, varying in width from 8 to 10 feet, employs elevated boardwalks in certain areas to minimize any potential disruption to the park's environmentally sensitive resources,

CECOS will provide ongoing post-design services through the construction phase. Project challenges included avoiding/minimizing impacts to wetlands and listed species, water quality treatment, working with FDEP to maintain fire breaks for their prescribed burn program, and the involvement of multiple stakeholder

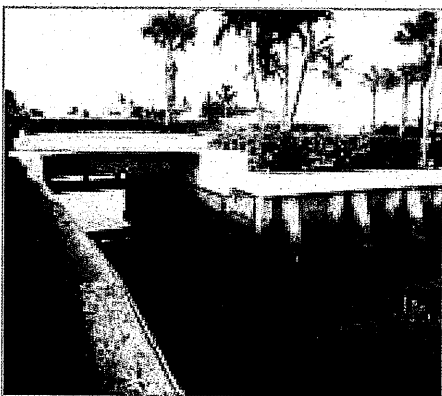


Riviera Beach FL

Singer Island Bridge Replacements

SERVICES:

- Conducting Marine Benthic Surveys;
- Threatened and Endangered Species Surveys
- Preparing Permit a
- Applications for South Florida Water Management District (SFWMD) and U.S. Army Corps of Engineers (USACE)
- UMAM Analysis
- Prepared a Mitigation Plan for Impacts to Seagrass
- Agency Coordination
- Post Design Services
- Monitoring Mitigation Areas



The project involved the replacement of six low level residential bridges on Singer Island (two bridges on Grand Bahama Lane and four bridges on Island Drive), Palm Beach County, FL. These bridges were replaced with similar structures on the same alignment, but were designed to be wider.

CECOS was responsible to provide professional environmental permitting and related studies. Primary tasks included conducting marine benthic surveys; threatened and endangered species surveys, preparing permit applications for South Florida Water Management District (SFWMD) and U.S. Army Corps of Engineers (USACE); UMAM analysis, preparing a mitigation plan for impacts to seagrass; agency coordination, post design services and monitoring the mitigation areas.

Utilizing SCUBA, CECOS staff conducted marine benthic surveys adjacent to each of the six bridges and mapped the location of seagrasses utilizing a dGPS unit, in accordance with USACE and National Marine Fisheries Service (NMFS) Submerged Aquatic Vegetation Survey Guidelines and the Florida Fish and Wildlife Conservation Commission (FWC) Survey Protocols for Estuarine and Marine Submerged Aquatic Vegetation (SAV). SAVs were found adjacent to each bridge including *Halophila decipiens* and the since delisted *H. johnsonii*. In coordination with the project engineers, efforts to avoid and minimize impacts to seagrass was incorporated into the project. However, impacts to both *H. decipiens* and *H. johnsonii* occurred. Permit applications were prepared for SFWMD (exemption) and USACE (Nationwide). Due to impacts to seagrass, CECOS also prepared a 12-Step Mitigation Plan for the USACE. We developed a creative mitigation solution that involved developing a water quality improvement plan (reduction of Total Dissolved Solids) utilizing proposed drainage improvements and demonstrated that over time improved water quality can provide improved habitat for seagrass.

In addition, at the time *H. johnsonii* was a federally listed species (delisted in 2022) requiring extensive coordination with USACE and NMFS; and the preparation of a biological assessment. NMFS issued a Biological Opinion concluding the proposed action is not likely to jeopardize the continued existence of Johnson's seagrass.

By incorporating Best Management Practices (BMPs) and other measures into the project in accordance with the Final Biological Opinion (JAXBO), CECOS was able to work closely with the USACE to satisfy NMFS concerns. CECOS is currently providing annual monitoring services as required by USACE permit condition, to determine success of the mitigation plan.

4. Approach to Project Management

Project Understanding

Baxter & Woodman understands the Town of Highland Beach needs general engineering services from a top tier consultant that has the breadth and range to execute the broad scope of projects as the Town has listed in the RFQ. Baxter & Woodman has been providing similar engineering services for over 78 years. Our comprehensive team includes experienced professionals with ample experience to assist the Town with:

- ✓ Civil Engineering
- ✓ Water/Wastewater/Stormwater
- ✓ Transportation
- ✓ Mechanical/Electrical/Plumbing
- ✓ Other Services:
 - GIS Asset Management
 - Vulnerability/Resiliency/Sea Level Rise

Baxter & Woodman has extensive experience in task order project design, permitting, and construction implementation working for many of our current clients in South Florida, including Highland Beach, under a continuing services agreement, administered in accordance with the Consultants' Competitive Negotiation Act (CCNA). The projects that fall within the limits of the CCNA are typically small to medium size projects that require expeditious execution. The continuing services agreement allows the Town to reduce a project schedule by bypassing the Request for Qualification/ Proposal process and to immediately develop a scope of work with Baxter & Woodman directly.

Staff Involvement

Our team's project philosophy is to match experienced individuals with the Town's staff when developing the project goals and defining the desired outcome. Key to the success of each project is frequent communication between the Town of Highland Beach Staff and the design team at regularly scheduled meetings. There is no substitute for interpersonal interaction throughout the implementation phase to confirm a clearly defined set of deliverables that meet the Town's and staff's expectations.

The Project Team Organization Chart included in Section 2 defines the lines of communication between team members, showing the flow of information to and from the Town staff. Our team's philosophy is not to employ unnecessary layers of management (i.e., project administrator, client coordinator, etc.), rather encourage direct, open communication between the Town and our Project Managers.



The Town will benefit from our vast experience, regulatory knowledge, and professional reputation; providing the most cost-effective engineering services based upon the following:

- Streamlined operations to implement projects efficiently
- Cost-effective engineering rates
- Minimal change orders and schedule delays
- Highly experienced in the design and construction of roadways, stormwater improvements, sidewalks, lift stations, water and wastewater systems, and pipelines
- Experienced in meeting schedules for fast-track projects
- Strong understanding of the local regulatory environment and our working relationship with permit reviewers confirms timely releases and certifications for construction.
- Maintain continuity of project staff throughout duration of the project
- Readily accessible to service you at a moment's notice

Project Management Philosophy

Development of a sound approach and methodology is of primary importance for the completion of projects in a timely and cost-effective manner. This is especially evident for small to mid-size projects with fast-track schedules. The Department Managers of Baxter & Woodman's project team are involved in all facets of projects, which ensures that full attention is paid to every work assignment. We place a high emphasis on "getting the job done right." The success of this philosophy is evidenced by the repeat business that we have received from our current clients.

The overall contract will be administered by our **Principal in Charge/Project Director, Rebecca Travis, PE, ENV SP**, who has the direct authority to commit the resources as required for the successful completion of each project. Rebecca will be responsible for maintaining full knowledge of all aspects of each project and will communicate directly to the Town of Highland Beach leadership. We will assign experienced and knowledgeable Project Managers depending upon the specific type of project.

Drainage projects will be managed by Jeffrey Hiscock, PE, who has extensive experience in designing and managing stormwater, water quality treatment, sea level rise, and resiliency type projects.

Water/Wastewater projects will be managed by Sira J. Prinyavivatkul, PE, specifically for all potable water, wastewater, reclaimed water, and utility type projects. They will be responsible for the daily administration and coordination of work with the Town of Highland Beach staff to develop the scopes of work, manage the design team, review invoicing, etc.

Once the projects go into construction, our **Construction Manager Richard Chipman, CGC**, will act as **Project Manager**. During design, B&W utilizes our construction staff to provide constructability reviews. This provides benefit to our designs as well as our construction manager already being familiar with the project before construction begins.

All Project Managers will communicate with Rebecca Travis on a daily basis to coordinate tasks. This approach is designed to provide one person answerable to the Town of Highland Beach at all times. Our project management framework results in direct lines of communication and responsibility and allows for simple project coordination.



Jeffrey Hiscock, PE
Drainage Project
Manager

Jeff has extensive engineering management experience with focus on municipal stormwater engineering, stormwater pumping station design, and Geographic Information Systems (GIS) programming. Jeff is specifically experienced with watershed assessments and detailed basin flood-routing analyses using computational hydrology and hydraulics computer modeling, and GIS.

Contact

P: 561-425-7760

E: jhiscock@baxterwoodman.com



Sira J.
Prinyavivatkul, PE
Water/Wastewater
Project Manager

Sira serves as Baxter & Woodman's Water and Wastewater Department Manager for the Florida Division. His expertise includes design of water and wastewater infrastructure including lift station, sanitary sewer, stormwater management, potable water, and water reclamation projects. His background also includes providing engineering design, permitting, bidding, construction management and observation for roadway, parking lot, and culvert improvements, as well as site inspections.

Contact

P: 561-425-7718

E: sprinyavivatkul@baxterwoodman.com

Project Approach

Baxter & Woodman has a proven track record of conducting studies and performing full engineering design and construction management services. It is important to establish a work plan that meets the Town's needs and lays out the tasks to meet those needs. This begins with a scoping meeting with the Town to identify the project goals and the Town's expectations. This work plan will establish the overall scope and schedule to be used moving forward. Baxter & Woodman is exceptionally skilled at advancing projects through design and construction by performing tasks such as data collection, design, permitting, bidding, and construction administration/inspection of municipal construction projects as well as grant assistance and compliance.

Baxter & Woodman has outlined our approach for key project milestones below:

Project Kick-Off

Baxter & Woodman's team members will attend a notice-to-proceed kick-off meeting with the primary objectives of developing a clear understanding of the scope of work and the key concerns of all project participants, obtaining relevant information that may be available from the Town of Highland Beach, and establishing proper communication between Baxter & Woodman's team and the Town staff. At this time, grant funding reporting requirements and schedules are discussed to ensure conformance with the award.

Data Collection

This task involves the collection of project specific data to be used in the design of municipal design projects. Survey information obtained by our survey subconsultant will be used in conjunction with the Town's available record drawing information, existing GIS maps, and aerial maps. Prior to design, reports and operational data will be collected.

We have partnered with **WIRX Engineering, LLC** to collect geotechnical information and provide testing as needed for design purposes.

The project team will obtain information on existing utilities in the project area in order to address utility conflicts. This will include reconciling apparent discrepancies between record information and existing photographic and field-verification information.

As necessary, utilities will be pot holed and surveyed. We propose to use an underground utility locating firm, to locate any existing critical underground utility locates. This information would be added to the design drawings. During the data collection process, the project team will work closely with the Town to determine what site data may already exist in an effort to avoid redundant collection of data. This will allow the project to move forward quickly and cost effectively.

Our project delivery approach to these types of projects typically involves the following primary tasks:

- Project Kick-Off
- Cost Estimate
- Data Collection/Survey Mapping/Geotechnical Investigation/Subsurface
- Permitting Services
- Bidding Services
- Utility Engineering
- Construction Administration
- Preliminary Design Services
- Resident Project Representative (RPR)
- Final Design Services
- Grant Assistance
- Value Engineering Services



The Baxter & Woodman project approach focuses on providing quality engineering services at cost effective rates, while meeting your project deadlines and budget requirements.



We've teamed with Dennis J. Leavy to provide surveying services.

Modeling

- **WATER MODELING** - A water model is an important tool to help manage and evaluate your water system infrastructure. Baxter & Woodman's project team includes personnel with advanced level experience in Bentley/Haested WaterGems® and Innowyze InfoWater software for water modeling. A water model is a computerized representation of all the components of your water system, including water mains, pumping stations, and storage reservoirs. Once the model is built and calibrated, it can be used to run simulations and evaluate existing and future conditions within your distribution system to determine if the infrastructure needs to be improved to serve the current or future population. "What If" scenarios can be easily evaluated such as when a pumping station is out of service or a pipe break occurs while looking at the overall operation of the system.
- **WASTEWATER MODELING** - A wastewater model will allow our team to test various simulations of existing and future system conditions typically with respect to future re-development/development growth. The model results will identify if there are under-performing system components such as high or low velocity force main conditions, areas of high pressure leading to "under performing" or "failing" lift station pumping or storage capacity, or force main or gravity main pinch points, and areas of concern for sanitary sewer overflows (SSO).

Baxter & Woodman's project team includes personnel with advanced level experience in Bentley/Haested SewerGems®, Innowyze InfoWORKS ICM Sewer Edition®, and XP SWMM® software for wastewater modeling. Initially the model will be created and reviewed using a combination of historical as-built drawings and GIS maps which identify the size, material, elevations, and locations, of all existing force mains, lift stations, pumping units, valves, ARVs, gravity pipes, and manholes. Once a base model is established, our team will run a calibration scenario to adjust the various model characteristics to meet in-field pressure and pump drawdown data.

- **STORMWATER MODELING** - Baxter & Woodman is on the forefront of technology when it comes to performing hydrologic and hydraulic modeling. Baxter & Woodman has extensive experience with a multitude of stormwater modeling programs but predominately utilize the ICPR4 software (both 1-D and 2-D versions) with the ability of integrating GIS data and Light Detection and Ranging (LiDAR) topographic information for projects within our state of Florida. Baxter & Woodman has developed several GIS algorithms designed to quickly update the ICPR model for cost-effective and time-efficient analyses. ICPR4 utilizes overlays of information such as land use and soils to create hydrologic datasets. The software is GIS oriented and communicates well with ArcGIS.
- **TRAFFIC ANALYSIS AND MODELING** - Baxter & Woodman utilizes software such as Synchro and HCS to perform traffic analysis and modeling. These tools can be used to model individual intersections, corridors or wider areas such as downtowns. Our team has extensive experience with modeling on the macro, meso, and micro scales. Staff will first prepare a model of the existing conditions and compare and adapt it to match field observations to ensure that the baseline model reflects real world conditions.

MODELING EXPERTISE

Baxter & Woodman is proficient in various modeling softwares including:

- WaterCAD/WaterGEMS
- SewerCAD/SewerGEMS
- InfoWorks ICM SE
- InfoWater
- ICPR4
- XPSWMM
- EPA SWMM
- HEC-HMS
- HEC-RAS
- StormCAD
- HY-8
- ICM
- Optomatics Optimizer
- TR-20
- HYDRAFLOW
- WAM
- CASCADE
- SSA CIVIL 3D
- FLOWMASTER

From this baseline, modifications can be made to reflect a variety of possible scenarios depending on the individual project. The results can then be presented in a variety of formats including simulation models and even 3D rendered presentation ready materials if needed.

- **COMPUTER-AIDED DESIGN** - Baxter & Woodman utilizes the latest in computer-aided design (CAD) technologies to execute designs and develop contract drawings. Baxter & Woodman's design engineers and CAD technicians are proficient in software programs such as Autodesk Civil 3D, Bentley Microstation, Bentley OpenRoads, and Autodesk Revit. These CAD programs require professionals with the knowledge of the intricacies of the software to extract their full potential. What these powerful tools mean for the City is that designs will be executed more efficiently by utilizing the powerful tools and thereby reducing the required manhours and project design budget. By utilizing computer generated surfaces, roadway corridor cross sections, pipeline network modeling, etc., the designs will be created in 3-dimensions. The creation of profiles and cross sections become an automated process.

Design

Our typical design approach is to divide the design project into two subtasks: Preliminary Design (preparation of 30% design documents and construction cost opinion), and Final Design (preparation of biddable contract documents – subject to a standard 60%, 90%, and 100% reviews). The review iterations can be reduced to fit the complexity of the project.

- **PRELIMINARY DESIGN** – Based on the survey, geotechnical data collected, utility locates, and preliminary design analysis (modeling), the project team will layout the proposed infrastructure improvements, summarized in a Preliminary Design Report, that includes a construction cost opinion. The project will be designed to maximize system performance, provide for ease of maintenance, minimize utility conflicts, and minimize construction costs. The project will also be designed in accordance with Town, County, State, and Federal design standards per the regulatory agency having jurisdiction. Agencies having jurisdiction are identified and preliminary permit meetings are conducted to confirm the extent of effort necessary to obtain permits during the Final Design task.

Modeling and other analyses are performed to determine the best and most cost-effective solution for a project. Baxter & Woodman understands the importance of finding the right solution. Our custom algorithms allow us to quickly and accurately model several scenarios until the best solution is found. Upon completion of the Preliminary Design Report, we will hold a review meeting with the Town of Highland Beach staff to review the preliminary design for approval before proceeding to the Final Design task.

- **FINAL DESIGN/CONTRACT DOCUMENT PREPARATION** – Preparation of contract documents is performed in stages based on the complexity of the project. Typical completion stages would be 60%, 90%, and 100%. Baxter & Woodman will prepare drawings, technical specifications, and construction cost opinions for each submittal stage to be reviewed by the Town staff. Within two weeks of submittal, a review workshop will be conducted to discuss Town staff comments. Comments are then incorporated into the following stage submittal. After the 60% review, test hole investigations will be conducted to physically

PROJECT SCHEDULE

Our proven project approach will allow us to develop a project schedule that will track the design, permitting, and construction of the Town's projects. The schedule will be reviewed and updated at each design submittal. It is important that each and every work authorization meet the established time schedule. The Project Manager will be responsible for schedule compliance.

Baxter & Woodman's principals review schedule compliance on a bi-monthly basis at project schedule control meetings and take appropriate action to prevent slippage when it first becomes apparent.

identify particular utilities to avoid potential conflicts with the proposed design. Permit applications will be submitted to Authorities Having Jurisdiction (AHJ) in parallel with the 90% stage submittal to Town staff. Comments from the AHJ and Town staff will then be incorporated into the 100% stage submittal for one final review by Town staff prior to completing the Bid Set contract documents. Internal QA/QC is performed prior to each submittal stage with our Construction Manager (who is a Certified General Contractor) performing a Constructability Review at the 90% stage.

Permitting

Florida is known throughout the nation as being a trend-setter in regulatory compliance. The regulatory structure of the permitting agencies are constantly changing with delegation of new State regulatory programs and with pending rule revisions that impact water resources, potable water and wastewater facilities, reuse programs, and storm-water systems, just to name a few .

Baxter & Woodman actively monitors Federal, State, and local regulatory requirements and rule revisions. We track and forecast critical regulations to ensure project design criteria does not become "outdated." Our regulatory services include preparation of permit applications and project completion certification documentation. Our familiarity with the rule makers and permitting staff at the various agencies simplifies the permitting process. Our goal is to help our clients meet regulatory compliance for all projects without "surprises" which may impact project objectives and schedules.

The complex interrelationship of the regulatory agencies can make permitting one of the most difficult project tasks to complete. Baxter & Woodman maintains a clear understanding of the relationships between State and local agencies to ensure an accurate and efficient permitting process for all projects. Baxter & Woodman has a strong professional relationship with all regulatory agencies in South Florida. This has been developed over many years of working with the various local, State and Federal regulatory agencies.

Based on Baxter & Woodman's familiarity with the Town and with the current regulations, we understand that some aspects of permitting will be more challenging than what other communities may face. SFWMD will be concerned about saltwater intrusion and may require that the Engineer, as opposed to the Contractor, design the dewatering plans and obtain the associated permits. We have done so on many occasions. Any changes to stormwater outfalls will also involve the USACOE and require underwater benthic surveys. We have obtained several permits in this regard and our team is prepared to meet these challenges.

During Preliminary Design, Baxter & Woodman will conduct pre-application meetings with the various permitting agencies to confirm permitting requirements prior to making the initial permit application submittal. During Final Design after review of the 60% submittal by Town staff, the Contract Documents are updated for the 90% submittal to the Town of Highland Beach and to the appropriate regulatory agencies for construction permits. Comments from Town staff and the regulatory agencies on the 90% submittal are incorporated into the final 100% Contract Documents.

Bidding

The bid review process is extremely important to select the contractor that is qualified to provide the construction services described in the bid documents. In all of our conventional design-bid-construct projects, Baxter & Woodman evaluates the bids submitted by the general contractors . The bids are typically evaluated for the following items:

- Bidder maintains a permanent place of business and is fully licensed.
- Bidder has adequate manpower and equipment to do the work properly and expeditiously.
- Bidder has suitable financial resources to meet the obligations of the work.

PROACTIVE AGENCY COORDINATION

It is very important that the regulatory agencies be involved in the project from the outset during a pre-application meeting.

This participation is vital to obtain information and direction, which may be critical to the success of the project. For this reason, we typically hold a pre-application conference with the regulatory agencies to discuss the project and troubleshoot any potential problems during the Preliminary Design task.

- Bidder will perform a specified percentage of the work using his own forces.
- Bidder's Project Manager is experienced in executing the required work.
- Subcontractors proposed for use are qualified to perform the work.
- Bidder meets insurance requirements.
- All bid forms are filled out correctly.
- The bid prices are mathematically correct if a unit price bid is used.
- All addendums are acknowledged.
- Bid Bond is submitted with bid.
- Baxter & Woodman checks the bidders' references. After Baxter & Woodman has evaluated the bids, we will typically recommend the lowest responsible and responsive bidder whose bid meets the requirements of the Contract Documents and provides the Town of Highland Beach the best value. In situations where the lowest bidder is not qualified, we then evaluate the second lowest bidder, and so forth, until a qualified bidder is identified.

The Bid Phase Services for this contract may include the following tasks:

- Review and provide edits to the Town of Highland Beach's "Front-End" documents.
- Coordinate with the Town's Procurement Services staff to distribute copies of the Contract Documents to the prospective bidders.
- Provide pre-bid services, such as assistance with advertisement, answering questions from potential bidders, and prepare responses and issue addenda to the plan-holders.
- Participate in Pre-Bid meetings with interested contractors and Town staff. Prepare responses as a result of the meeting, for issuance of addenda.
- Review bid packages received, document the due diligence process, and recommend award for the project.
- Prepare the required sets of conformed contract documents for execution by the selected contractor. The conformed sets will include addenda issued during the bid phase and the awarded contractor's schedule of bid items.

Construction Administration & Resident Project Representative

Close supervision and documentation is required to confirm that quality construction is provided. Baxter & Woodman provides full-service planning, resident inspection, management startup, operations, and maintenance of construction projects. Baxter & Woodman has conducted comprehensive construction management services on a number of projects in South Florida. Our experience includes construction of environmental and public works facilities, including wastewater/water treatment plants, pumping stations, underground utility pipeline infrastructure projects, drainage facilities, neighborhood infrastructure projects, parks, and streetscape/beautification projects. Construction administration and inspection services are provided by our in-house engineers, experienced inspectors (which include former utility inspectors and contractors), and FDOT D4 LAP projects construction management staff members.

Baxter & Woodman is available to provide construction administration throughout the construction contract period(s). We will work with Town staff to structure our construction management services (CMS) to fit your needs. In that way, we can work jointly with the Town to cover any facets of CMS without spending duplicate time (and cost). Baxter & Woodman can provide general construction administration duties such as:

- Administer the Town's contract with the contractors and ensure all contract conditions are met.
- Interpret and clarify plans and specifications throughout construction.
- Monitor and confirm the contractor obtains governmental and regulatory permits, inspections and approvals.
- Conduct site visits and direct construction meetings with the contractor.
- Field questions and phone calls from residents during construction.
- Transmit project closeout documentation to the Town.

Resident Project Representative (RPR)

Baxter & Woodman is prepared to provide complete construction inspection services to oversee construction activities in the field. The major field engineering responsibilities are summarized below:

- Serve as the Consultant's liaison with the contractor and Town staff.
- Conduct on-site observations to assist the Town in determining if the work is proceeding in accordance with the contract documents and that completed work conforms to the contract documents. Report in writing whenever we believe that the work is unsatisfactory, faulty, defective, or does not conform to the contract documents, or does not meet the requirements of inspections, tests or approval required to be made, or has been damaged prior to final payment.
- Coordinate, supervise, and review material sampling and testing, including concrete and soils testing, where appropriate.
- Coordinate necessary surveying consistent with requirements of the specifications.
- Accompany visiting inspectors representing public and regulatory agencies having jurisdiction over the project. Record in writing the outcome of these inspections and report same to the Town.
- Consider and evaluate the contractor's suggestions for modifications during construction and report them to the Town, in writing.
- Witness testing and/or procedures as required by the contract documents.
- Review as-built (Record Drawings) information from the contractor to confirm conformance to the contract documents.
- We will provide copies of the RPR's daily inspection reports and digital photographs. Daily inspection reports and photographs shall be sent to the Town via email on a weekly basis.
- RPR will work with the Contractor to develop and implement a Daily Quantity Sheet (based on the approved Schedule of Values) to be reviewed and accepted each day, agreeing to the quantities of the items installed, completed, and accepted. We will use this information to verify material quantities on monthly Applications for Payment.
- Attend Substantial Completion and Final Completion walk through and verify that all punch list items are completed by the contractor(s).

COMMUNICATION TOOLS DURING CONSTRUCTION

Working Together for Project Success

The key to our approach is working together with you and the contractor as a team. Construction Project Manager Richard Chipman, CGC is known and well respected throughout the construction community. His reputation and experience will help keep the project moving through project challenges that may develop during a project. The way to accomplish this is to meet often, communicate effectively, and listen to concerns and address them in a timely fashion.

Our team will provide the Town of Highland Beach with regular project status reports. These updates will help you and your staff keep current during the project and give you the opportunity to provide us with feedback.

Public Outreach

Baxter & Woodman is committed to implementing a comprehensive public involvement plan that prioritizes effective communication, community engagement, and the seamless execution of construction activities. Our approach emphasizes a diverse range of communication methods, carefully chosen to cater to the unique and varied needs of nearby stakeholders. Our communications tools include:

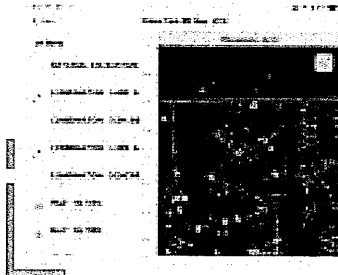
- Project Canvassing
- Social Media Updates
- Customized Project Websites
- Drone Footage and Visualization to Showcase Construction Progress



Websites are a great way to promote the benefits to the community

Construction Field Technology

Modernizing Construction Documentation to improve communication, data collection, record drawings, and project status reporting.



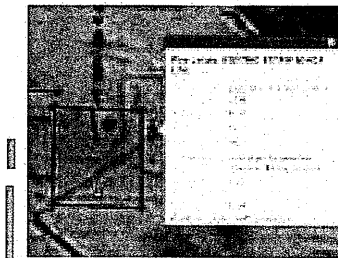
GIS-Based Systems

A GIS-based system that promotes communication between residents, contractors, and clients. This real-time, multi-user solution helps document interactions and track resolution progress. This process helps anticipate where additional notifications or community engagement is warranted. This workflow keeps all parties accountable.



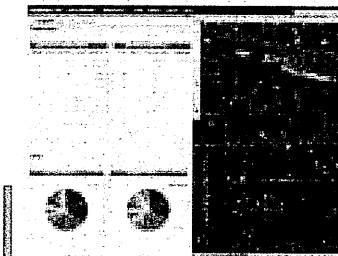
Spatial Technology Equipment

Our spatial technology equipment can capture real-time, multi-user spatial information including, photo support, and tabulation of quantities, and deficiency documentation. This equipment modernizes construction services, reducing the back and forth of quantity agreement and deficiency tracking, allowing more time to focus on what's important to the Client.



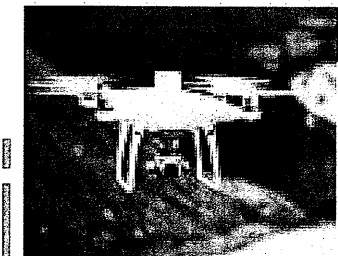
Specially Configured Field Applications

Utilizing specially configured field applications, our construction team can collect record drawings in the field to update CADD files and GIS databases. Our GIS-based system promotes recording of smart data, and when paired with our high accuracy GPS equipment ensures data is spatially accurate.



Smart Data Collection

Smart data collection means compatibility and seamless connectivity with other systems. Upon completion of a project we will deliver all collected data. Our data is built using industry standard GIS data models which are compatible with many Asset Management Systems, as well as compatibility with most modern GIS data schemas.



State-Of-The-Art Equipment

Utilizing state-of-the-art equipment, as-built assets can be accurately captured. This approach enables clients and contractors the ability to efficiently recover utility assets previously located in field, saving time, and reducing costly conflicts with future construction.

Quality Assurance/Quality Control

Our team recognizes the importance of a clear focus on providing a quality product. Our Quality Control Manager, Rebecca Travis, PE will monitor the implementation of the QC program on each task order and will ensure that all work is performed in conformance with the "QA/QC Plan." The committee will work with the project manager to select an appropriate senior reviewer for each delivery based on applicable experience and technical expertise .

Our Team's quality management program incorporates oversight of specific quality control functions to ensure that:

- Project staff including subcontractors are qualified to perform their duties and meet all regulatory and project specific training requirements. Items and services procured for the project meet necessary quality requirements.
- Quality related work is documented and the documents are managed and controlled.
- Computer hardware and software is controlled.
- Work is properly planned.
- Work procedures are established where necessary.
- Work is reviewed and quality processes are audited for effectiveness.
- Constructability is reviewed and addressed.
- Deficiencies are documented and effective corrective action is promptly completed.

Our Team's QA/QC program emphasizes to all project members that quality is not a "one time" kind of commitment, but rather is a continuous process of improvement. In addition, we utilize our construction managers to perform constructability reviews.

The quality of our designs stems from our commitment to being certified ISO 9001P:2015 for Quality Management System. Baxter & Woodman's design process has received this accreditation for demonstrating our ongoing dedication to quality by consistently satisfying our client's requirements and industry specifications.

Baxter & Woodman maintains the certification by:

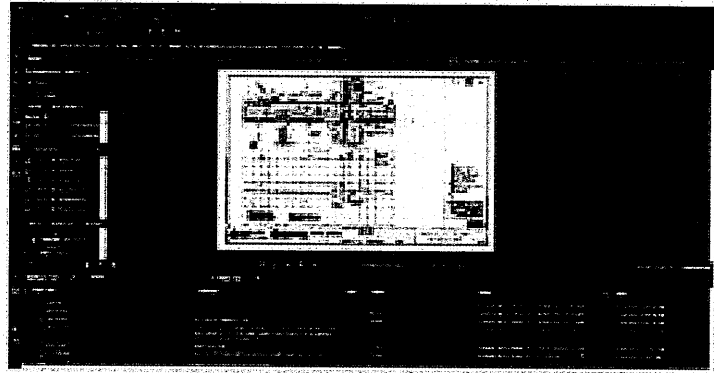
- Utilizing customized Quality Control/Quality Assurance checklists for each project
- Maintaining compliance with project deadlines
- Offering staff available to perform work
- Performing reviews of deliverables by senior staff

Baxter & Woodman utilizes Bluebeam Revu program to perform QA/QC of all deliverables. Bluebeam Revu is a powerful Portable Document File (PDF) program specifically developed for design professionals. Baxter & Woodman has developed a standard operating procedure (SOP) for reviewing documents using Bluebeam



Revu Studio Session that allows us to document comments from the design engineer, cad technician, and the senior reviewers simultaneously in real time.

The review process begins with the creation of a Bluebeam Studio Session. The design engineer will utilize tools within the program to draw or denote comments on the drawings that are recorded in a table with a "red" color status identifier. The cad technician can review the comments in



Bluebeam Revu Dashboard

real time and provide a response to the comment or change the status to "Corrected" which would change the color status identifier to "green."

Once all comments are updated to "Corrected" by the cad technician, a new set of drawing are printed for the senior reviewer to perform a backcheck. The status for all "Corrected" items will be updated to "Backchecked," which would change the color status identifier to "purple," by the senior reviewer to confirm the comments have been updated by the cad technician.

Once all "Corrected" statuses have been changed to "Backchecked," the senior reviewer will begin reviewing the new drawing. Comments by the senior reviewer will then be reviewed by the design engineer for further discussion or passed on to the cad technician to update. The senior reviewer will perform one final review of the updated drawings before submittal to the Town. All Bluebeam Studio Sessions are saved for record keeping and are available for the Town to review if desired.

Cost Estimates and Performance

Cost estimates will be prepared at each completion stage. The cost estimates will reflect changes in general scope, and additional design requirements that may be incorporated during the design review stages. This affords the Town the opportunity to make changes in project direction based on construction budget constraints.

Baxter & Woodman is committed to producing high quality, cost efficient products within required time frames. We are extremely familiar with the construction contractors in South Florida and are aware of bidding conditions that can affect the construction cost of a project. We monitor current inflation rates as tracked by the Bureau of Economic Analysis U.S. Department of Commerce when comparing past costs to current costs. The budget truly is the bottom line. The table below is a record of recent cost estimates compared to the awarded construction bid amount. This comparison demonstrates our competence and dedication to providing clients with accurate project estimating. This is the best physical evidence an engineering firm can present as demonstration of project cost control performance.

Client	Project	Engineer's Estimate	Base Bid
City of Boca Raton	Reclaimed Water Storage & Pumping Station	\$4,500,000	\$3,914,909
City of Boca Raton	On-Site Reclaimed Water Pumping Facility	\$811,000	\$730,000
City of Boca Raton	West Reclaimed Water Main Extension	\$1,768,437	\$1,577,425
City of Boynton Beach	Lakeside Gardens Utility Stormwater & Water Main Improvements	\$2,560,981	\$2,645,441
City of Delray Beach	Country Club Acres Infrastructure Improvements	\$1,515,811	\$1,377,027
City of Delray Beach	24" Reclaimed Water Main	\$321,522	\$271,364
City of Delray Beach	Sea Sage Drive/Melaleuca Road/Oleander Lane	\$984,063	\$1,126,755
City of Delray Beach	SW 12th/SW 11th Avenue Water Main	\$734,740	\$721,420
City of Delray Beach	Venetian Drive Infrastructure Improvements	\$1,495,164	\$1,458,795
City of Delray Beach	Area 1 Reclaimed Water System	\$1,484,995	\$1,312,100
City of Delray Beach	Area 2 & 3 Reclaimed Water System	\$1,500,000	\$1,731,265
City of Delray Beach	Area 11 Reclaimed Booster Pump Station	\$989,590	\$691,084
City of Tamarac	Tamarac Lakes Water Main Improvements	\$837,441	\$766,175
City of Tamarac	Southgate Boulevard Streetscape Improvements	\$1,499,717	\$1,239,469
City of Tamarac	McNab Road Water Main Improvements	\$477,250	\$486,832
Florida Keys Aqueduct Authority	Key Haven To Key West Force Main	\$3,490,000	\$3,120,771
Florida Keys Aqueduct Authority	Key Haven WWTP Decommissioning	\$661,948	\$344,693
Florida Keys Aqueduct Authority	Duck Key HDD Design & Permitting (Bimini Drive)	\$743,033	\$527,376
Florida Keys Aqueduct Authority	Duck Key HDD Design & Permitting (Harbor & Seaview Dr)	\$1,313,306	\$1,259,730
Florida Keys Aqueduct Authority	Wastewater Force Main Key Haven to Key West	\$3,490,000	\$3,120,770
Loxahatchee River District	South Seabrook Road Sewer System	\$1,689,931	\$1,494,589
Loxahatchee River District	Tidewater Drive Sewer System	\$290,081	\$274,156
Loxahatchee River District	Jupiter Highlands Low Pressure System	\$315,728	\$245,018
Monroe County	Koehn & Big Pine Shores	\$1,901,979	\$1,470,742
Palm Beach County	30" Reclaimed Water Main	\$368,520	\$299,705
Palm Beach County	FPL On-Site Reclaimed Water Facilities	\$3,600,000	\$2,722,000
Town of Gulf Stream	24" Stormwater Outfall	\$44,746	\$39,655
Town of Highland Beach	A.I.A. Water Main Replacement	\$3,200,000	\$2,714,707
Town of Lantana	Raw Water Supply Well No. 11	\$755,000	\$631,500
Town of Lantana	Raw Water Supply Well No. 12	\$400,000	\$341,400
Average (under Engineer's Estimate)			-11.63%

5. Resources, Availability, and Commitment

Project Team Availability

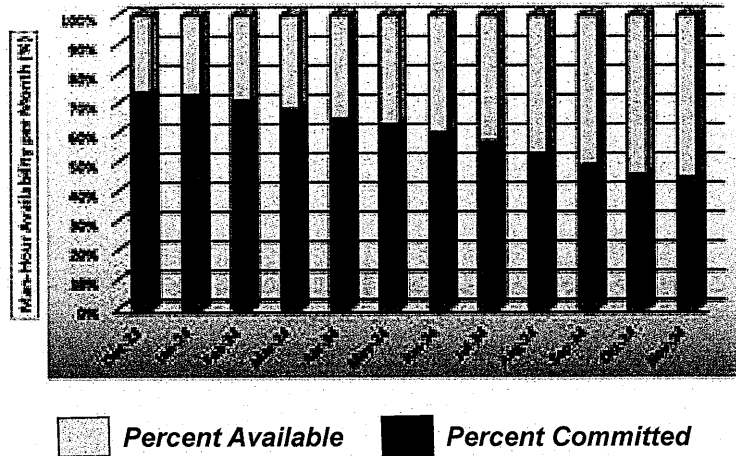
Baxter & Woodman is committed to serving the firm's existing clients and we carefully monitor the current and projected workload for each of our employees. We understand the importance of being responsive to our clients' needs, and we always consider the impact an awarded project will have on the workload of our staff.

Workload responsibilities of all proposed team members have been reviewed, and the team presented in this statement can fully accept the responsibility of your projects. We are confident that - with our resources, experience, and manpower - we will provide you with successful, efficient, and cost-effective engineering services that are completed on time and within budget.

We are happy to provide additional workload information on specific team members at your request.

Ample Support Staff

Our Project Managers are supported by 37 local professionals based out of our West Palm Beach and Orlando offices. Additional support is available from our national offices located in Illinois, Wisconsin, and Texas. Our combined workforce totals 400+ talented individuals made up of sanitary, civil, transportation, mechanical, structural, electrical, computer, and environmental engineers. The engineering staff is supported by trained technicians, licensed water and wastewater operators, licensed electricians, registered surveyors, GIS/GPS analysts, CAD operators, construction inspectors, and administrative assistants.



Number of Personnel Assigned to Each Project

Project teams are selected and assigned based on the level of expertise and specific scope of services needed for each of your projects. The structure of our organization is designed to involve you throughout all phases of your projects, promote open and continual communication between Town staff and the project team, and provide an experienced single point contact who has the authority to resolve issues in an expeditious manner.

Current Workload

The table below is a record of projects currently under contact. Baxter & Woodman has the ability to add the Town to our current workload while maintaining a high level of responsiveness and availability.

Primary Client	Project Name	Estimated Completion Date	Contract Amount
City of West Palm Beach	Hydraulic Modeling Support	6/1/2026	\$175,200.00
Town of Lantana	EPA Lead and Copper Rule Assistanc	10/16/2024	\$59,976.00
Town of Highland Beach	LS #3 Rehab - CSA	10/3/2024	\$89,935.22
City of Orlando	Lake Orlando Mgmt Plan Eval	10/1/2024	\$295,275.66
Brevard County	North Indian River Dr Shoreline Su	9/8/2024	\$281,598.00
City of West Palm Beach	LS #21 Preliminary Design Report	8/30/2024	\$110,125.20
City of Wilton Manors	Hagen Park Pickelball Courts	7/25/2024	\$53,096.00
Town of Lantana	Atlantic Drive Drainage Design	7/6/2024	\$169,440.00
City of Wilton Manors	2023 NPDES Program Management	6/30/2024	\$17,936.00
Town of Lantana	Ocean Ave Asset Assessment	6/28/2024	\$109,592.00
Palm Beach County Engineering and Public Works	Sims-Lakes of Delray to Atlantic	5/30/2024	\$452,780.00
City of West Palm Beach	WEPBC Lift Station 127	4/30/2024	\$180,188.80
City of Winter Park	Winter Park Eastern Basin Study	4/30/2024	\$194,124.16
Arlington Properties	Tyson Ranch Apartments Boggy Crk	4/3/2024	\$152,000.00
City of West Palm Beach	Lead Service Line Inventory Assis	3/30/2024	\$106,865.00
City of Wilton Manors	29th and 30th Water Main Improv	2/16/2024	\$148,370.00
City of West Palm Beach	Nora Streetscape and Utility Insp	1/31/2024	\$121,160.00
Town of Gulf Stream	Core Area Improvement	1/5/2024	\$846,440.00
Lakeland Linder International Airport	Lakeland Linder, Bajsa Hangar	1/31/2024	\$10,400.00
Lakeland Linder International Airport	Amazon Phase 1.25	1/31/2024	\$45,000.00
Palm Beach County Engineering and Public Works	Haverhill-Hypoluxo to Lantana Road	1/31/2024	\$609,807.90
Sentinel Capital Baywoods, LLC	Baywoods Development	1/31/2024	\$210,800.00
Town of Lantana	Water, WW & Strmwtr Mastr Plan/CIP	1/31/2024	\$212,959.74
Town of Lauderdale-By-The-Sea	Codrington Drive CMS	1/31/2024	\$45,303.08
Town of Lantana	Broadway & WTP AC Water Main Replc	1/31/2024	\$104,457.18

Technology

Engineering Software

The following are engineering software packages that are used as standard design tools for Baxter & Woodman:

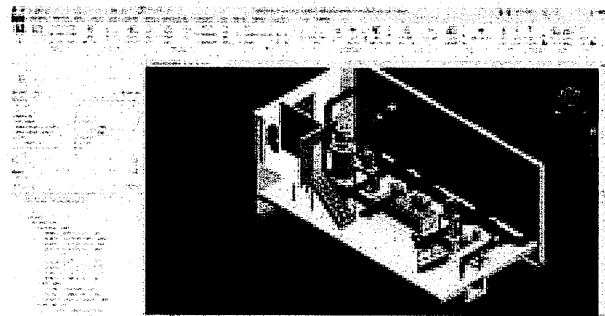
- AutoCAD 2022
- AutoCAD Civil 3D 2022
- AutoDeskCivil3D
- AutoDeskREVIT
- AutoCAD Electrical 2022
- AutoDesk Design Review 2022
- AutoCAD Infracore ICM
- InfraWorks 2022
- Revit 2022
- Bentley MicroStation PowerGeoPak
- Bentley OpenRoads
- Bentley PondPack
- Bentley FlowMaster
- Bentley WaterCAD and WaterGEMS
- Bentley ProjectWise
- Bentley Storm CAD
- Bluebeam Revu 20
- ESRI ArcGIS Pro 2.7
- ESRI ArcGIS for Desktop
- McTrans HCS 2010
- Streamline Technologies ICPR4 1-D and 2-D
- Innovyze xpswmm
- InfoWater
- FDOT and WisDot installer for Microstation
- HEC-1, HEC-2, HEC-HMS, HEC-RAS
- Enercalc

3D Project Visuals

Baxter & Woodman utilizes a variety of software (REVIT, AutoCAD MEP 3D, SketchUp, etc) to produce 3D project renderings, which results in enhanced input during design. This allows the City, your staff, and the public to see the final product before it is constructed.

During progress meetings, these representations can be used to visualize the project layout and discuss your comments. Accurate drawings can also save you money by allowing for easy identification of conflicts and elimination of potential change orders. These can also be used at public information meetings to help gain the community's support for projects.

Baxter & Woodman is also highly experienced in the use of Autodesk InfraWorks software to build 3D models from AutoCAD files for a variety of uses. Please see below for a detailed explanation.



Revit 3D model



Rendering of proposed improvements

Translating Software Data into 3D Models

The visualization of infrastructure improvements has never been more important. The use of compelling visuals clearly conveys to key stakeholders the benefits of the project. One software that Baxter & Woodman engineers have been using more frequently is InfraWorks.

CONCEPTUAL VIEW



ENGINEERING VIEW



What is InfraWorks?

InfraWorks is a product distributed by Autodesk, the makers of AutoCAD, that allows users to view AutoCAD Civil 3D information as a 3D model with the ability to move within the model to visualize the project. The user has the ability to visualize the project in "Conceptual" and "Engineering" view as shown below. The Engineering view turns the landscape transparent so that the utilities can be seen from aboveground. The utilities are also visible by holding down the mouse button and dragging the screen until the view appears from a below-ground perspective.

How Does InfraWorks Work?

An InfraWorks project can be created from AutoCAD Civil 3D files which store AutoCAD lines, points and polygons in three dimensions. Combining this with a Civil 3D surface and high-resolution aerial imagery provides the base work for the InfraWorks model. The program can identify buildings and auto-generate 3D renderings. The user can then adjust the height and appearance of the buildings to match existing conditions or new buildings can be added by manually drawing the building or by importing a 3D model of a building created using other software such as Revit. Vegetation can be added to the model by selecting from a database of trees and other types of vegetation, then customized to match existing vegetation or to show where landscaping is proposed.

How is InfraWorks Used?

InfraWorks is a useful tool for engineers to verify and resolve underground conflicts, especially in tight, congested areas. It is especially useful for public outreach meetings and can be used to promote positive public support regarding areas of concern. Creating exhibits using InfraWorks provides an interactive experience between engineers and municipalities as well as project stakeholders. Like AutoCAD, layers can be turned on and off to illustrate where new features are planned, such as swales and landscaping, and where underground infrastructure will be placed. Likewise, it can be used at municipal commission meetings to demonstrate options for improvements and to take the commissioners on a tour of their underground infrastructure.

Financial Stability of the Firm

Baxter & Woodman, Inc. has been providing consulting engineering for 78 years. During this time, the firm has continued to grow in terms of staffing, clients served, and billings, which equals financial stability. As a privately held corporation, we do not release our financial statements. However, we have included a letter of reference from our bank - St. Charles Bank.



April 3, 2023

To: Whom It May Concern

Re: Baxter & Woodman, Inc.

I am pleased to inform you that Baxter & Woodman, Inc. has been a valued customer of St. Charles Bank & Trust Company since 2010. They maintain balances in their deposit accounts in the mid-seven figures, and have handled all loan accounts as agreed. They are currently in compliance with all covenants set forth by their loan agreement.

If you require additional information, please contact me.

Sincerely,



Richard A. Davis
Chairman & CEO
1001 S. Randall Road
Elgin, IL 60123

Phone: 630-563-7916
Fax: 847-429-6773
RDavis2@bankstcharles.com

411 W. Main Street – St. Charles, Illinois 60174 - 630-377-9500



Time and Budget Controls

Time Control

We monitor our projects' progress on a bi-weekly basis to verify our timing projections are accurate and that we are performing per your schedule. This schedule monitoring occurs on projects throughout study, design, and construction. We believe that frequent and effective communication between you and our staff is the critical element in successful schedule management. We accomplish this through:



The efficient use of specialized project management software to develop our project plans. This allows us to track project status, schedules, and costs, and notifies the Project Managers of schedule/cost variations in time to take corrective action.



Project status reports that will keep you apprised of our work.



Regular status meetings with our Project Manager and your staff in order to discuss existing and future work, and how we can meet your schedule goals.

Budget Control

One of the biggest challenges in any project is to maintain control of the budget. It is especially critical during the construction phase wherein increases in the budget can occur due to construction contract Change Orders. Baxter & Woodman is proud of its ability to control costs during each project phase. We use our Construction division Project Managers to prepare cost estimates during planning, preliminary, and final design stages of a project. Back-checking cost estimates at each stage allows us to verify there has not been "budget creep" resulting from project enhancements. This extra attention to budget control confirms our engineers' estimates of final construction cost will be accurate. Construction Change Orders are minimized due to the accuracy and thoroughness of our design drawings and specifications. We routinely receive compliments from Contractors and material suppliers regarding the thoroughness of our construction contract plans. Evidence of this is further indicated by the tight grouping of construction bids our clients receive on projects. The thoroughness and accuracy of these construction documents result in savings to our clients for two reasons:

Lower Construction Bids

The construction bids are lower because the Contractors do not build in risk factors due to unknown conditions or requirements.

Minimal Change Orders

Change Orders are minimized because the documents show the requirements and the Contractors cannot claim conflicts or the need for additional work.

We control our own engineering fee budgets in a similar manner. The personnel projections and cost estimates are carefully prepared during the Proposal stage, based upon our understanding of the project scope and our client's expectations. These understandings are confirmed during the negotiation when engineering fees are confirmed and agreed upon. We monitor our costs bi-weekly to verify our projections are accurate and that we are not incurring costs higher than expected. Baxter & Woodman maintains a strong client-focused philosophy. We try to avoid requests for additional compensation and will do so only if there is a clear increase in the scope of the engineering services. Typically, our actual fee is less than the Not-to-Exceed fee for the project, and savings are passed on to the Town.

6. References

Town of Gulf Stream Core Area Water, Storm, and Roadway Improvements

100 Sea Road
Gulf Stream, FL 33483
Greg Dunham
Town Manager
E: gdunham@gulf-stream.org
P: 561-455-3188

Town of Lake Park Lake Shore Drive Road and Drainage Improvements

535 Park Avenue
Lake Park, FL 33403
John Wille
Capital Projects Manager
E: jwille@lakeparkflorida.gov
P: 561-881-3311

Lauderdale-By-The-Sea Pavement Assessment

4501 North Ocean Drive
Lauderdale-By-The-Sea, FL 33308
Ken Rubach
Deputy Town Manager/Public Works Director
E: kenr@lbts-fl.gov
P: 954-640-4233

City of West Palm Beach 26, 45, 51 Lift Stations Rehabilitation

401 Clematis St, 4th Floor
West Palm Beach, FL 33401
Laura Le, PE
Public Utilities Administration
E: LLe@wpb.org
P: 561-494-1093

Palm Beach County Engineering and Public Works Sims Road Improvements (from Lakes of Delray Boulevard to Atlantic Avenue)

2300 N. Jog Road
West Palm Beach, Florida 33411-2745
Hui Shi, P.E.
Engineering and Public Works
E: hshi@pbcgov.org
P: 561-684-4073

Town of Lantana Sea Pines Stormwater Pump Station

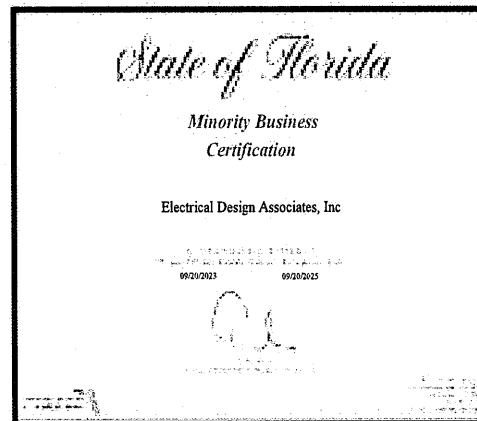
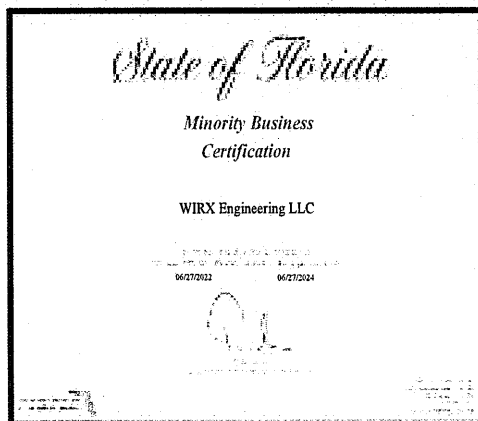
510 West Pine Street
Lantana , FL 33462
Eddie Crockett
Public Services Director
E: ecrockett@lantana.org
P: 561-540-5753

7. Certified Minority Business Enterprise

Baxter & Woodman, Inc., is not an SBE/MBE/DBE business, however, for this submittal we are using the following SBE/MBE/DBE firms:

- **Dennis J. Leavy & Associates** for Survey - SBE Firm
- **WIRX Engineering, LLC** for Geotechnical & Materials Testing - S/MBE Firm
- **Electrical Design Associates** for Electrical Services - S/MBE Firm

Address(es): 460 Business Park Way Suite B, Royal Palm Beach 33411 460 Business Park Way Suite B, Royal Palm Beach 33411 460 Business Park Way Suite B, Royal Palm Beach 33411		Contact(s): DAVID BOWER 561-753-0650
Email(s): SURVEY@DJLASURVEY.NET		WebSite:
Commodity / Services		
92586	Surveyor Services, Land	
96164	Satellite Global Information Positioning System Services	
96252	Mapping & Geographical Information Systems (GIS) Services	
EBO Certification		
Type: SBE	Certified: 2/25/2022	Expire: 2/24/2025
Business Owner(s): David Bower, Dennis Leavy, Tara Leavy		
Race: White	Gender: Male	B Classes: Prof. Services (CCNA)
EBO Certified Commodity / Services		
92586	Surveyor Services, Land	
96252	Mapping & Geographical Information Systems (GIS) Services	
<p>Note: The Office of Equal Business Opportunity (OEO) requires current licensure at the time of certification, but does not guarantee the continued existence of any license held by a certified small business. The users of this directory should investigate the continuance of such credentials. OEO does not accept liability for any loss or damage caused by errors, changes or omissions.</p>		



Submittal Forms

FIRM ACKNOWLEDGEMENT

Submit RFQ's to: Town Clerk's Office
Town of Highland Beach
3614 South Ocean Blvd.
Highland Beach, FL 33487
Telephone: 561-278-4548

RFQ Title: "CONTINUING PROFESSIONAL CONSULTING SERVICES (CCNA)"
RFQ Number: 24-001

RFQ Due: January 10, 2024, NO LATER THAN 2:00 P.M. (LOCAL TIME)

Proposals will be publicly opened and recorded for acknowledgement of receipt, unless specified otherwise, on the date and time indicated above and may not be withdrawn within ninety (90) days after such date and time.

All Contracts entered as a result of this RFQ shall conform to applicable sections of the Town Charter and Town Code of Ordinances.

Name of Firm: Baxter & Woodman, Inc.

Federal I.D. Number: 36-2845242

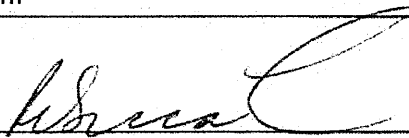
A Corporation of the State of Florida

Telephone No.: 561.425.7715

Mailing Address: 1601 Forum Place, Suite 400

City / State / Zip: West Palm Beach, FL 33401

Email Address: rtravis@baxterwoodman.com



Authorized Signature

SERVICES TO BE CONSIDERED - PLEASE CHECK OFF EACH TO BE PROVIDED

Civil Engineering

Water/Wastewater/Stormwater

Architecture

Landscape Architecture

Geotechnical

Transportation

Mechanical/Electrical/Plumbing

Other Services (Please list below)

GIS Asset Management

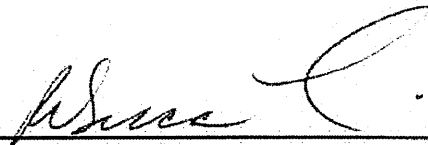
Vulnerability/Resiliency/Sea Level Rise

CONFIRMATION OF DRUG-FREE WORKPLACE

Preference shall be given to businesses with drug-free workplace programs. In order to be considered having a drug-free workplace program, the Firm shall:

- 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 employees 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, and 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 bid 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 bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or 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.



Authorized Signature

PALM BEACH COUNTY INSPECTOR GENERAL

ACKNOWLEDGMENT

The Firm is aware that the Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of this contract, and in furtherance thereof may demand and obtain records and testimony from the Firm and its subcontractors and lower tier subcontractors.

The Firm understands and agrees that in addition to all other remedies and consequences provided by law, the failure of the Firm or its subcontractors or lower tier subcontractors to fully cooperate with the Inspector General when requested may be deemed by the Town to be a material breach of this contract justifying its termination.

Baxter & Woodman, Inc.

FIRM NAME

By: 

Rebecca Travis, PE

Title: Executive Vice President/Florida Division Manager

Date: January 4, 2024

**CERTIFICATION PURSUANT TO FLORIDA
SECTION 287.135, FLORIDA STATUTES**

Rebecca Travis, PE
Executive Vice President/
I, Florida Division Manager, on behalf of Baxter & Woodman, Inc. certify
Print Name and Title Company Name

That Baxter & Woodman, Inc. does not:
Company Name

1. Participate in a boycott of Israel; and
2. Is not on the Scrutinized Companies that Boycott Israel List; and
3. Is not on the Scrutinized Companies with Activities in Sudan List; and
4. Is not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; and
5. Has not engaged in business operations in Syria.

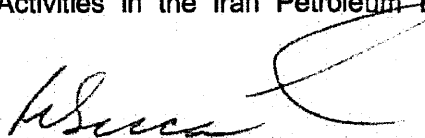
Submitting a false certification shall be deemed a material breach of contract. The Town shall provide notice, in writing, to the Contractor of the Town's determination concerning the false certification. The Contractor shall have ninety (90) days following receipt of the notice to respond in writing and demonstrate that the determination of false certification was made in error. If the Contractor does not demonstrate that the Town's determination of false certification was made in error then the Town shall have the right to terminate the contract and seek civil remedies pursuant to Florida Statute § 287.135.

Section 287.135, Florida Statutes, prohibits the Town from: 1) Contracting with companies for goods or services in any amount if at the time of bidding on, submitting a proposal for, or entering into or renewing a contract if the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, F.S. or is engaged in a boycott of Israel; and

2) Contracting with companies, for goods or services over \$1,000,000.00 that are on either the Scrutinized Companies with activities in the Iran Petroleum Energy Sector list, created pursuant to s. 215.473, or are engaged in business operations in Syria.

As the person authorized to sign on behalf of the Contractor, I hereby certify that the company identified above in the section entitled "Contractor Name" does not participate in any boycott of Israel, is not listed on the Scrutinized Companies that Boycott Israel List, is not listed on either the Scrutinized Companies with activities in the Iran Petroleum Energy Sector List and is not engaged in business operations in Syria. I understand that pursuant to section 287.135, Florida Statutes, the submission of a false certification may subject the company to civil penalties, attorney's fees, and/or costs. I further understand that any contract with the Town for goods or services may be terminated at the option of the Town if the company is found to have submitted a false certification or has been placed on the Scrutinized Companies with Activities in Sudan list or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List.

Baxter & Woodman, Inc.
COMPANY NAME


SIGNATURE

Rebecca Travis, PE
PRINT NAME

Executive Vice President/Florida Division Manager
TITLE

SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(A), FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

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 the Town of Highland Beach (the "Town") by:

Rebecca Travis, PE, Executive Vice President/Florida Division Manager
(Print individual's name and title)

For: Baxter & Woodman, Inc.
(Print name of entity submitting sworn statement)

Whose business address is:

1601 Forum Place, Suite 400, West Palm Beach, FL 33401

And (if applicable) its Federal Employer Identification Number (FEIN) is: 36-2845242

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: _____)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), FLORIDA STATUTES, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), FLORIDA STATUTES, means a finding of guilt, 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. A predecessor or successor of a person convicted of a public entity crime; or

b. an entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one (1) 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 (1) person controls another person.

A person who knowingly enters a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding thirty-six (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 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).

X Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

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

_____ The entity submitting this sworn statement, or one (1) 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 Bidder list. (Attach a copy of the final order)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICE FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 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.

Date: January 4, 2024

[Signature]
Signature

STATE OF FLORIDA

COUNTY OF Florida

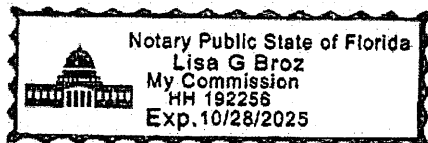
The foregoing instrument was acknowledged before me this 4th day of January, 2024, by,

Rebecca Travis, PE,
Executive Vice President/
as Florida Division Manager (title) of Baxter & Woodman, Inc. (name of company), on behalf of Baxter & Woodman, Inc. (type of entity).

X who is personally known to me,
_____ who produced _____ as identification, who did take an oath, and who acknowledged before me that he executed the same freely and voluntarily for the purposes therein expressed.

[Signature]
Signature

Lisa G. Broz
Print Name



NOTARY PUBLIC – STATE OF FL
My Commission Expires: 10/28/2025
Commission No.: HH 192256

ADDENDA ACKNOWLEDGEMENT

TOWN OF HIGHLAND BEACH, FLORIDA

RFQ TITLE: "CONTINUING PROFESSIONAL CONSULTING SERVICES (CCNA)"

RFQ NO.: 24-001

DATE SUBMITTED: January 9, 2024

We propose and agree, if this submittal is accepted, to contract with the Town of Highland Beach, in the Contract Form, to furnish all material, means of transportation, coordination, labor and services necessary to complete/provide the work specified by the Contract documents.

Having studied the documents prepared by: The Town of Highland Beach

We propose to perform the work of this Project according to the Contract Documents and the following addenda which we have received:

ADDENDUM	DATE	ADDENDUM	DATE
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

 X **NO ADDENDUM WAS RECEIVED IN CONNECTION WITH THIS RFQ**

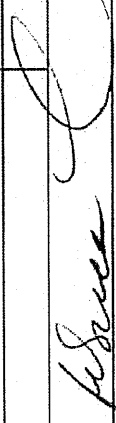
**RFQ No.: 24-001
CONTINUING PROFESSIONAL CONSULTING SERVICES (CCNA)**

SCHEDULE OF SUB-CONSULTANTS

The Undersigned Respondent proposes the following major subcontractors for the major areas of work for the Project. The Respondent is further notified that all sub-consultants shall be properly licensed, bondable and shall be required to furnish the Town with a Certificate of Insurance in accordance with the contract general conditions. This page may be reproduced for listing additional sub-consultants, if required. If not applicable or if no-sub-consultants will be used in the performance of this work, please sign and date the form and write "Not-Applicable" or "NONE" across the form.

<u>Name of Sub-Consultant</u>	<u>Address of Sub-Consultant</u>	<u>License No.:</u>	<u>Contract Amount</u>	<u>Percentage (%) of Contract</u>
Cyriacks Environmental Consulting Services, Inc. (CECOS)	3001 SW 15th Street, Suite B Deerfield Beach, FL 33442	90-0106680		TBD
Dennis J. Leavy & Associates, Inc.	460 Business Park Way, B, Royal Palm Beach, FL 33411	65-0529801		TBD
Electrical Design Associates, Inc.	7284 W Palmetto Park Rd Suite 302-S Boca Raton FL 33433	65-0868970		TBD
WRX Engineering LLC	515 E Las Olas Boulevard, Ste 120 Fort Lauderdale, FL 33301	82-3346253		TBD

Date: January 4, 2024

Signature 
 Title/Company Executive Vice President/Florida Division Manager
 Baxter & Woodman, Inc.

Owner reserves the right to reject any sub-consultant who has previously failed in the proper performance of an award, or failed to deliver on time contracts in a similar nature, or who is not responsible (financial capability, lack of resources, etc.) to perform under this award. Owner reserves the right to inspect all facilities of any sub-consultant in order to make a determination as to the foregoing.

Certificate of Insurance



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/18/2023

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

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

PRODUCER Holmes Murphy & Associates 2727 Grand Prairie Pkwy Waukee IA 50263	CONTACT NAME: Beau Murray	
	PHONE (A/C, No, Ext): 608-242-2558	FAX (A/C, No):
E-MAIL ADDRESS: BMurray@holmesmurphy.com		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: Valley Forge Insurance Company		20508
INSURER B: The Continental Insurance Company		35289
INSURER C: Continental Casualty Company		20443
INSURER D:		
INSURER E:		
INSURER F:		

INSURED
 Baxter & Woodman, Inc
 8678 Ridgefield Road
 Crystal Lake, IL 60012

COVERAGES **CERTIFICATE NUMBER:** 1675505321 **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 SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:		7017821337	1/1/2024	1/1/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY		7017833701	1/1/2024	1/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000		P7017835416	1/1/2024	1/1/2025	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A	717818681	1/1/2024	1/1/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Professional Liability Claims made form		AEH591900841	1/1/2024	1/1/2025	Per claim \$5,000,000 Aggregate \$10,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Re: All projects of the named insured subject to policy terms & conditions.

CERTIFICATE HOLDER Baxter & Woodman, Inc. 8678 Ridgefield Rd. Crystal Lake IL 60012	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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ACORD 25 (2016/03)

The ACORD name and logo are registered marks of ACORD

Licenses, Registrations, & Certifications - Baxter & Woodman, Inc.

Firm Licenses

State of Florida Department of State

I certify from the records of this office that BAXTER & WOODMAN, INC. is an Illinois corporation authorized to transact business in the State of Florida, qualified on May 2, 2016.

The document number of this corporation is F16000002059.

I further certify that said corporation has paid all fees due this office through December 31, 2023, that its most recent annual report/uniform business report was filed on March 28, 2023, and that its status is active.

I further certify that said corporation has not filed a Certificate of Withdrawal.

Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Thirtieth day of May, 2023



[Signature]
Secretary of State

Tracking Number: 3111769816CU

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

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

THE OFFICIAL SITE OF THE FLORIDA DEPARTMENT OF BUSINESS & PROFESSIONAL REGULATION

dbpr

HOME CONTACT US MY ACCOUNT

11/23/2024 4:10:02

ONLINE SERVICES LICENSE DETAILS

Agency & Licensee License Information

Agency Name: BAXTER & WOODMAN, INC. (Illinois Firm)

Agency Address: 8525 ROOSEVELT BOULEVARD CRYSTAL LAKE, ILLINOIS 60012

Agency County: DUW OF STATE

Agency Phone: 815-439-1100

Agency Fax: 815-439-1100

Agency Website: www.baxterandwoodman.com

Agency Status: Active

Agency License Number: 00110016

Agency License Date: 05/02/2016

Agency License Expiration: 05/02/2024

Agency License Type: Engineering Business Registry

Agency License Class: 3125

Agency License Status: Current

Agency License Description: 00110016

Agency License Special Qualifications: None

Agency License Qualification Effective: None

Agency Name: BAXTER & WOODMAN, INC.

FDOT
Florida Department of Transportation

605 Suwannee Street Tallahassee, FL 32399-0450

RON DESANTIS GOVERNOR JARED W. FERDIE, P.E. SECRETARY

June 23, 2023

Louis Haussmann, Executive Vice President/COO
BAXTER & WOODMAN, INC.
477 South Rosemary Avenue, Suite 330
West Palm Beach, Florida 33401

Dear Mr. Haussmann:

The Florida Department of Transportation has reviewed your application for prequalification package and determined that the data submitted is adequate to technically prequalify your firm for the following types of work:

- Group 3 - Highway Design - Roadway
 - 3.1 - Minor Highway Design
 - 3.2 - Major Highway Design
- Group 4 - Highway Design - Bridges
 - 4.1.1 - Miscellaneous Structures
 - 4.1.2 - Minor Bridge Design
- Group 5 - Bridge Inspection
 - 5.1 - Conventional Bridge Inspection
- Group 6 - Traffic Engineering and Operations Studies
 - 6.1 - Traffic Engineering Studies
 - 6.2 - Traffic Signal Timing
 - 6.3.1 - Intelligent Transportation Systems Analysis and Design
- Group 7 - Traffic Operations Design
 - 7.1 - Signing, Pavement Marking and Channelization
 - 7.3 - Signalization
- Group 10 - Construction Engineering Inspection
 - 10.1 - Roadway Construction Engineering Inspection
 - 10.4 - Minor Bridge & Miscellaneous Structures CEI
- Group 13 - Planning
 - 13.5 - Subarea/Corridor Planning
 - 13.6 - Land Planning/Engineering

Your firm is now technically prequalified with the Department for Professional Services in the above referenced work types. The overhead audit has been accepted, and your firm may pursue projects in the referenced work types with fees of any dollar amount. This status shall be valid until June 30, 2024, for contracting purposes.

Approved Rates				
Home/Branch Overhead	Facilities Capital Cost of Money	Premium Overtime	Reimburse Actual Expenses	Home Direct Expense
165.67%	0.750%	Reimbursed	No	4.63%

Per Title 23, U.S. Code 112, there are restrictions on sharing indirect cost rates. Refer to Code for additional information.

Should you have any questions, please feel free to contact me by email at carliayn.kell@dot.state.fl.us or by phone at 850-414-4597.

Sincerely,
Carliayn Kell
Carliayn Kell
Professional Services
Qualification Administrator

Subconsultants Licenses, Registrations, & Certifications

Dennis J. Leavy & Associates Firm Licenses

2023 FLORIDA PROFIT CORPORATION ANNUAL REPORT
 DOCUMENT# P94000043073
 Entity Name: DENNIS J. LEAVY & ASSOCIATES, INC.
 Current Principal Place of Business:
 460 BUSINESS PARK WAY
 B
 ROYAL PALM BEACH FL 33411
 Current Mailing Address:
 460 BUSINESS PARK WAY
 B
 ROYAL PALM BEACH FL 33411 US
 FEI Number: 65-0529801
 Certificate of Status Desired: Yes
 Name and Address of Current Registered Agent:
 LEAVY, DENNIS J
 460 BUSINESS PARK WAY
 B
 ROYAL PALM BEACH FL 33411 US
 The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.
 SIGNATURE: _____
 Electronic Signature of Registered Agent Date
Officer/Director Detail :

Title	PD	Title	DST
Name	LEAVY, DENNIS J	Name	LEAVY, TARA L
Address	460 BUSINESS PARK WAY, SUITE B	Address	460 BUSINESS PARK WAY, SUITE B
City-State-Zip:	ROYAL PALM BEACH FL 33411	City-State-Zip:	ROYAL PALM BEACH FL 33411

Title	V
Name	BOWER, DAVID A
Address	460 BUSINESS PARK WAY, SUITE B
City-State-Zip:	ROYAL PALM BEACH FL 33411

 I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath, that I am an officer or director of the corporation or the receiver or trustee empowered to execute this report as required by Chapter 607, Florida Statutes, and that my name appears above, or on an attachment with all other like empowerments.
 SIGNATURE: DAVID A. BOWER VICE PRESIDENT 02/16/2023
 Electronic Signature of Signing Officer/Director Detail Date

Florida Department of Agriculture and Consumer Services
 Division of Consumer Services
 Board of Professional Surveyors and Mappers
 2005 Apalachee Pkwy, Tallahassee, Florida 32399-6500 License No.: LB6599
 Expiration Date: February 28, 2025

Professional Surveyor and Mapper Business License
 Under the provisions of Chapter 472, Florida Statutes

DENNIS J LEAVY & ASSOCIATES INC
 460 BUSINESS PARK WAY STE B
 ROYAL PALM BEACH FL 33411-1710

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.

Dennis J. Leavy & Associates Personnel Licenses

Florida Department of Agriculture and Consumer Services
 Division of Consumer Services
 Board of Professional Surveyors and Mappers
 2005 Apalachee Pkwy Tallahassee, Florida 32399-6500 License No.: LS5888
 Expiration Date February 28, 2025

Professional Surveyor and Mapper License
 Under the provisions of Chapter 472, Florida Statutes

DAVID A BOWER
 460 BUSINESS PARK WAY STE B
 ROYAL PALM BEACH, FL 33411-1710

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.

WIRX Engineering, LLC Firm Licenses


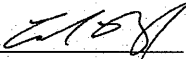
**State of Florida
Department of State**

I certify from the records of this office that WIRX ENGINEERING LLC is a limited liability company organized under the laws of the State of Florida, filed on November 7, 2017, effective January 1, 2018.

The document number of this limited liability company is L17000229939.

I further certify that said limited liability company has paid all fees due this office through December 31, 2023, that its most recent annual report was filed on January 18, 2023, and that its status is active.

Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Twenty-second day of May, 2023


Secretary of State

Tracking Number: 8286042356CU

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

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

THE OFFICIAL SITE OF THE FLORIDA DEPARTMENT OF BUSINESS & PROFESSIONAL REGULATION



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View Application Status
Find Exam Information
Unlicensed Activity Search
ABAT Delinquent Invoice & Activity List Search

LICENSEE DETAILS

Licensee Information
Name: WIRX ENGINEERING, LLC (Primary Name)
Main Address: 515 E LAS OLAS BOULEVARD SUITE 120 FORT LAUDERDALE Florida 33301
County: BROWARD

License Information
License Type: Engineering Business Registry
Rank: Registry
License Number: 34112
Status: Current
Licensure Date: 04/30/2020
Expires:

FDOT
Florida Department of Transportation

RON DE SANTIS GOVERNOR JARED W. FERDIE, P.E. SECRETARY

July 6, 2023

Gregory Stelmack, Managing Partner
WIRX ENGINEERING LLC
515 East Las Olas Boulevard, Suite 120
Fort Lauderdale, Florida 33301

Dear Mr. Stelmack:


The Florida Department of Transportation has reviewed your application for prequalification package and determined that the data submitted is adequate to technically prequalify your firm for the following types of work:

Group 9 - Soil Exploration, Material Testing and Foundations

9.1 - Soil Exploration
9.2 - Geotechnical Classification Laboratory Testing
9.4.1 - Standard Foundation Studies

Your firm is now technically prequalified with the Department for Professional Services in the above referenced work types. Your firm may pursue projects in the referenced work types with fees estimated at less than \$500,000.00. This status shall be valid until July 6, 2024, for contracting purposes.
*Limit for FDOT projects only

Should you have any questions, please feel free to contact me by email at carliayn.kell@dot.state.fl.us or by phone at 850-414-4587.

Sincerely,

Carliayn Kell
Professional Services
Qualification Administrator

ANNE M. GANNON P.O. Box 3353, West Palm Beach, FL 33402-3353 "LOCATED AT"
CONSTITUTIONAL TAX COLLECTOR www.pbtax.com Tel: (561) 355-2284 422 MEADOWLARK DR
Serving Palm Beach County JUPITER FL 33458

TYPE OF BUSINESS	OWNER	CERTIFICATION #	RECEIPT #DATE PAID	AMT PAID	BILL #
ENGINEER BUSINESS	WIRX ENGINEERING LLC	34112	823.686372 8/9/2023	33.00	B40187845

This document is valid only when received by the Tax Collector's Office.

**STATE OF FLORIDA
PALM BEACH COUNTY
2023 / 2024 LOCAL BUSINESS TAX RECEIPT
LBTR Number: 2023154138
EXPIRES: 9/30/2024**

WIRX ENGINEERING LLC
WIRX ENGINEERING LLC
515 E LAS OLAS BLVD SUITE 120
FORT LAUDERDALE FL 33301

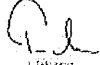
This receipt grants the privilege of engaging in or managing any business profession or occupation within its jurisdiction and MUST be conspicuously displayed at the place of business and in such a manner as to be open to the view of the public.

State of Florida

Minority Business
Certification

WIRX Engineering LLC

Identified under the provisions of
24C and 25C, 18F, Florida Statutes, by original filing:
06/27/2022 06/27/2024




MODIFICATION
Palm Beach County
Office of Equal Business Opportunity

Certifies That
WIRX Engineering, LLC,
Vendor # WIR000027120

is a Small Minority Business (October 25, 2022) as provided for under 24C.21 - 24C.30 of the Palm Beach County Code for a three year period from May 8, 2023 to April 16, 2026.

The following services and/or products are covered under this certification:

Civil Engineering; Civil Engineering Services; General; Dam Engineering; Damages Engineering; Engineering Consulting; Field Engineering; Foundation Engineering; Geotechnical Engineering; Geotechnical; Geotechnical Drilling and Borings Services; Geotechnical Engineering; Geotechnical Foundation DBE Services; Inspection Services; Construction Type; Irrigation; Drainage; Flood Control Engineering; Urban Engineering and Urban Analysis Services; Professional



**Florida Unified Certification
Program
Disadvantaged Business Enterprise (DBE)
Certificate of Eligibility**

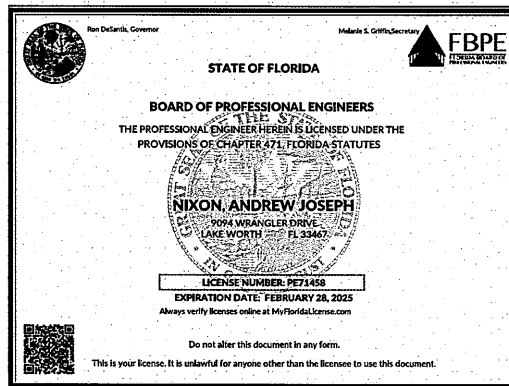
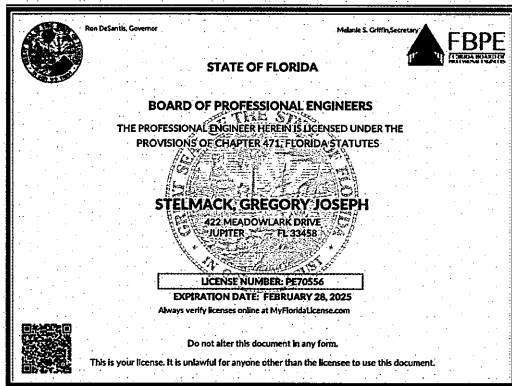
WIRX ENGINEERING LLC

MEETS THE REQUIREMENTS OF 49 CFR PART 26
APPROVED NAICS CODES:
23799, 541330

Laura Pacheco
DBE & Small Business Development Manager
Florida Department of Transportation



WIRX Engineering, LLC Personnel Licenses



CECOS Firm Licenses

2023 FLORIDA PROFIT CORPORATION ANNUAL REPORT
 DOCUMENT# P03000078714
 Entity Name: CYRIACKS ENVIRONMENTAL CONSULTING SERVICES INC.
Current Principal Place of Business:
 3001 SW 15TH STREET
 SUITE B
 DEERFIELD BEACH, FL 33442
Current Mailing Address:
 3001 SW 15TH STREET
 SUITE B
 DEERFIELD BEACH, FL 33442
 FEI Number: 90-0106680
Name and Address of Current Registered Agent:
 CYRIACKS, WENDY
 3001 SW 15TH STREET, SUITE B
 DEERFIELD BEACH, FL 33442 US
 Certificate of Status Desired: Yes

The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.

SIGNATURE: _____ Date _____
 Electronic Signature of Registered Agent

Officer/Director Detail :

Title	Name	Address	City-State-Zip:
PTD	CYRIACKS, WENDY M	3001 SW 15 ST STE B	DEERFIELD BEACH FL 33442
VP	GUZMAN, GUILLERMO	3001 S.W. 15 STREET SUITE B	DEERFIELD BEACH FL 33442

I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath, that I am an officer or director of the corporation or the receiver or trustee empowered to execute this report as required by Chapter 607, Florida Statutes, and that my name appears above, or on an attachment with all other the empowered.

SIGNATURE: GUILLERMO GUZMAN VP 01/05/2023
 Electronic Signature of Signing Officer/Director Detail Date

Electrical Design Associates Firm Licenses

THE OFFICIAL SITE OF THE FLORIDA DEPARTMENT OF BUSINESS & PROFESSIONAL REGULATION

dbpr Department of Business & Professional Regulation

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11:43:27 AM 7/26/2023

ONLINE SERVICES

- Apply for a License
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- View Food & Lodging Inspections
- File a Complaint
- Continuing Education Course Search
- View Application Status

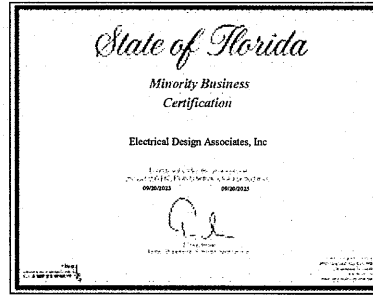
LICENSEE SEARCH OPTIONS

Data Contained in Search Results is Current As Of 07/26/2023 11:42 AM.

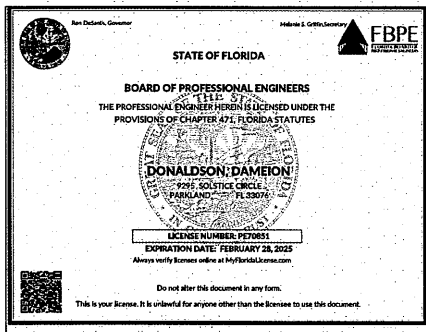
Search Results - 1 Records

Please see our glossary of terms for an explanation of the license status shown in these search results. For additional information, including any complaints or discipline, click on the name.

License Type	Name	Name Type	License Number/ Rank	Status/Expires
Engineering Business Registry	ELECTRICAL DESIGN ASSOCIATES, INC	Primary	8079 Registry	Current



Electrical Design Associates Personnel Licenses



Hazen



Qualifications for
**CONTINUING PROFESSIONAL CONSULTING
SERVICES (CCNA)**

RFQ No.: 24-001 | January 10, 2024



Table of Contents

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Florida Professional License, including evidence of possession of required licenses or business permits

Proof of Professional Liability Insurance at the levels in this RFQ

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1 Letter of Interest

January 10, 2024

Mr. Skender Coma
Management Analyst
Town of Highland Beach
3614 South Ocean Blvd.
Highland Beach, FL 33487

Re: RFQ No.: 24-001 Continuing Professional Engineering Consulting Services (CCNA)

Dear Mr. Coma:

The Town of Highland Beach has a long history of cost-effectively developing its utility infrastructure, continuously seeking strategies that are environmentally sound, and being fiscally responsible to its utility customers. Hazen and Sawyer (Hazen) is excited about the prospect of providing continuing professional consulting services to support the Town in executing the projects in its Strategic Priorities Plan.

Members of the Hazen and Sawyer (Hazen) team are experienced with the Town's water treatment plant, elevated storage tank, water distribution system, and sewer collection system. Our proposed Project Manager and Construction Management Services Lead, **Tyler Davis, PE, and Aaron Cutler, CGC, PMP have been working with the Town's utilities and staff for approximately 14 years** under previous employment. As highlighted in the following Scope of Work, we further commit that Mr. Davis and Mr. Cutler will be supported by a full multi-disciplinary team.

As a firm, Hazen is focused on the water/wastewater/stormwater sector of engineering, and as a result, we have attracted excellent and long-tenured staff (specializing in those areas), had the opportunity to work on some of the most interesting and important water-related projects in the industry, and provided longstanding service to the communities in which we live and work. This is certainly the case in South Florida, where we have continuously provided planning, design, permitting, and construction management services related to stormwater, reuse, water, wastewater, and conveyance for over half a century.

Our local, responsive team with relevant experience and a deep bench of available resources properly manages risk and cost on projects and appropriately balances schedules with stakeholder interests and environmental benefits. Further, we understand the Town's desire to obtain grants and funding for infrastructure investment.

We are excited about the opportunity to serve the Town and appreciate your consideration of our proposal. Kurt Pfeffer, PE, has the authority to contractually bind the firm to the submitted proposal (see attachment for confirmation).

Respectfully,

Hazen and Sawyer



Kurt Pfeffer, PE*
Associate Vice President
kpfeffer@hazenandsawyer.com
(561) 997-8070 (Office)



Tyler Davis, PE*
Senior Associate
tylerdavis@hazenandsawyer.com
(561) 715-5880 (Mobile)

*Office Location: 2101 NW Corporate Blvd., Suite 301, Boca Raton, FL 33431

hazenandsawyer.com

CORPORATE RESOLUTION

I HEREBY CERTIFY that at a meeting of the Board of Directors of **HAZEN AND SAWYER**, a corporation under the laws of the State of New York, held on April 24th, 2021, the following resolution was duly passed and adopted:

"RESOLVED, the below listed Officers of **HAZEN AND SAWYER**, be and are hereby authorized to execute any and all contracts on behalf of the Corporation, and that their execution thereof shall be an official act and deed of this Corporation."

Robert B. Taylor

David Allen Baar

Damann L. Anderson

Patricia A. Carney

Fernando B. Chiriboga

J. Philip Cooke

Patrick A. Davis

Andre A. Dieffenthaler

Shajan Joykutty

Christopher L. Kish

John C. Koroshec

Holly Patricia Kremers

Jennifer N. McMahon

Albert Muniz

Ervin Blaine Myers Jr.

Jayson J. Page

Kurt A. Pfeffer

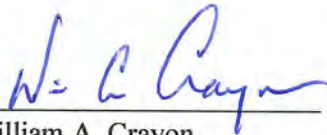
Guillermo A. Regalado

John P. Schroeder

Janeen M. Wietgreffe

I further certify that said Resolution is now in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Corporation this 15th day of March 2022.



William A. Crayon

Chief Financial Officer and Treasurer





2

Personnel Qualifications

2 Personnel Qualifications

The Hazen and Sawyer (Hazen) Team is committed to engaging as a partner in the Town of Highland Beach’s success. Our mission is to provide reliable and efficient professional services to Town staff and residents by utilizing cost-effective measures and innovative industry initiatives to ensure Highland Beach remains in compliance with all regulatory requirements.

Firm Profile

Hazen and Sawyer’s roots go back over 100 years to the accomplishments of Allen Hazen, one of the pioneers of modern water supply engineering and co-developer of the Hazen-Williams formula for fluid flow in pipes in 1903. Hazen was established by Hazen’s son Richard and Alfred W. Sawyer in 1951. Together they created a company culture focused on the profession—not just the business—of engineering. Their legacy is a firm with a reputation for high-quality work and customer service.

Hazen has provided complete in-house engineering services in Florida since 1968. Moreover, we have maintained a regional headquarters/design center in Hollywood, Florida, since 1968 to serve utilities.

Our staff members have extensive expertise in water and wastewater treatment facilities and infrastructure, wastewater treatment and disposal, wastewater collection and transmission, water supply, water treatment technology optimization, water distribution, hydrogeologic services, deep injection and raw water supply wells, reclaimed water, regulatory compliance, hydraulic modeling, finance, effective utility management, asset management, construction management, stormwater management, grant funding, public outreach and communications, cybersecurity assessment, value engineering, and related practices and disciplines.

Our Florida staff has designed and/or overseen construction of more than \$8 billion in water-related projects in Florida over the past 10 years. These Florida projects include, but are not limited to, evaluation, planning, design, permitting, modeling, construction management and administration, engineering services during construction, startup and operational assistance, general civil, GIS, and support services.



Key staff on your organizational chart, **Tyler Davis, PE and Aaron Cutler, CGC, PMP**, have provided engineering and construction management and inspection services for the Town of Highland Beach’s **Water Main, Storage Tank, and Water Treatment Plant projects over the last 15 years** under previous employment.

Subconsultant Team Member

The Hazen Team includes South Florida Engineering Services (SFES). **SFES’ President, Aaron Cutler, CGC, PMP, and Tyler Davis, PE, bring personal experience working together on past Town of Highland Beach projects.**



South Florida Engineering Services, Inc.

South Florida Engineering Services (SFES) was established specifically to service municipal clients like the Town of Highland Beach with construction of their public infrastructure projects. **SFES is managed by their founder and President Aaron**

Cutler, CGC, PMP. Aaron Cutler has a strong reputation for getting difficult projects completed and is your proposed lead Construction Manager for all Town of Highland Beach projects. Mr. Cutler has over 15 years’ experience completing successful projects for the Town of Highland Beach. Mr. Cutler will support Hazen engineers with his team of dedicated staff for field inspections, construction administration, public outreach, and design constructability reviews.

SFES takes great pride in responsiveness and dedication to being on-site at a moment’s notice. They implement a “Boots on the Ground” approach to Construction Management to resolve conflicts and avoid costly construction delays or work scope changes. This level of service will be displayed on all Town of Highland Beach projects.

As Construction Manager for numerous similar Town of Highland Beach water and sewer infrastructure Projects, Mr. Cutler has a strong understanding of the intricacies required for the seamless completion of difficult neighborhood construction projects.

There are many unique aspects of Town of Highland Beach construction projects that require efficient coordination

efforts with Town Staff, Operations, Palm Beach County, FDOT, the Design Engineering Team, the Town’s Residents, and the Contractors for all planned work phases to be completed successful.

SFES have specific knowledge of the process to begin Public Outreach, Pre-Construction, and Construction and Closeout within FDOT and Town of Highland Beach Right of Ways. It will be important that you have a Construction Manager that knows how to organize the pre-construction tasks, initial submittal review priorities, construction sequencing, permit coordination, schedule monitoring, and lead the communication effort between all parties. These processes will be coordinated closely with Town of Highland Beach staff, Hazen and SFES.

The Hazen Team is committed to being a fully engaged partner in the Town of Highland Beach’s success.

Significant Local Leadership and Technical Expertise. Hazen is totally focused on water, wastewater, and reclaimed water engineering. Therefore, our local team members are engaged in providing these services every day. Most of our key team members work and live in the region and are focused on solving local water resource issues. We have the local and national expertise to cost-effectively solve the issues and challenges that the Town faces, as we have demonstrated on similar past successful projects.

Our key attributes will help deliver timely and cost-effective projects.

On the following pages, as well as throughout our proposal, we have detailed our ability to satisfy the areas of service identified in the RFQ. Our staff's qualifications and similar experience are presented in two-page resumes included at the end of this section.



Tyler Davis, PE and Aaron Cutler, CGC, PMP have worked with Highland Beach for 15 years. They have an excellent working relationship with the Town's staff and both have completed successful projects for the Town, which will result in no learning curve.



Our local expertise will be invaluable to ensuring cost-effective and rapid project delivery. We are local and can respond quickly to the Town's needs. As such, we are knowledgeable about local conditions including local permitting agencies and the current construction environment.



Hazen maintains local and national teams that are 100% devoted to funding, providing the Town with a well-qualified and knowledgeable pool of funding and grant management experts to call upon to initiate and manage your grant and funding applications and documentation.



Hazen has a significant amount of experience with the scope areas identified in the Town's RFQ and has experience supporting similar-sized coastal utilities in South Florida.



Commitment to quality is paramount. At Hazen, every project is required to have a QC Plan with execution and adherence strictly enforced. This directly benefits the Town with high-quality designs and lower bids.



1021-646



We are local

and can respond quickly to your needs.

We know and work with local permitting agencies and contractors, ensuring expedited permitting and understanding of the current construction climate.

Our cohesive local team is readily available on short notice to meet the full range of project needs required for this contract.



This section identifies key personnel, assigned support personnel and their qualifications. **Resumes** for all team members are included at the end of this section. Our **organization chart** is inserted on page 2-9.

Hazen Team Leaders

Our experienced project management team and discipline leads have a history of working together on recent projects (with the Town and/or with other clients) that are extremely similar to the services proposed under this contract.

We propose a team **specifically suited to meet your needs.** Our team’s prior collaborations will ensure our team ramps up quickly and performs work efficiently for the Town.

Our proposed Project Manager Tyler Davis, PE has a **history of working with the Town on multiple projects, ensuring continuation of seamless and efficient projects.**

The Project Management Team



Tyler Davis, PE
Project Manager; Water Treatment Plants; Wastewater Collection Systems

- ✓ Has served as Project Manager on multiple general services contracts, including providing services to the Town since 2009, which provides him with intimate knowledge of the Town’s existing infrastructure and future needs.
- ✓ Mr. Davis provided the **Town of Highland Beach** with Water Main Extension Construction Inspections

Services for approximately 15,000 LF of 10-inch water main, 50 fire hydrants, and 90 service connections with backflow preventers under previous employment.

- ✓ Mr. Davis has over 30 years of engineering experience and has worked in the water/wastewater field for over 22 years.



Kurt Pfeffer, PE
Project Director

- ✓ Mr. Pfeffer has worked in Hazen’s Boca Raton office since 1995 and has managed or directed continuing engineering contracts and major water and wastewater planning and infrastructure projects for several utilities in Palm Beach County and throughout Florida.
- ✓ Projects have included master plans, evaluations of processing and

disposal alternatives, conceptual and detailed designs, construction management, testing, startup and training.

- ✓ Expertise in project planning and execution, including CPM scheduling from conceptual design through construction and startup.

Key Leaders for Services Identified in the RFQ

Qualifications of Key Leaders for those services areas identified in the RFQ are identified here.



Aaron Cutler, CGC
Lead: Construction
Engineering & Inspection

- ✓ Mr. Cutler has over 15 years' of personal experience completing successful projects for the Town of Highland Beach.
- ✓ His 20 years of experience in all phases of municipal construction including, infrastructure improvements, directional drill

subaqueous crossings, utility pipeline projects, stormwater drainage systems, NPDES compliance, roadway construction, pump stations, elevated water storage tanks, and vertical construction facilities will benefit this contract.



Sean Fitzgerald, PE, DBIA
Lead: Sewer Rehabilitation;
Lead: Wastewater Collection

- ✓ Mr. FitzGerald serves as Hazen's conveyance practice leader.
- ✓ He is a long-standing member of the WEF Collection System Committee, he co-authored two of the leading Manuals of Practice, including FD-6 Existing Sewer Evaluation and Rehabilitation and FD-17 Prevention and Control of Sewer System Overflows.
- ✓ Served as Project Manager for the development and implementation of

the full mapping of the City of Fort Lauderdale's collection and transmission system. The initial plan includes the development and use of machine learning automated imagery analysis to locate manholes, reducing the survey costs dramatically. Managed the development of the full sewer geodatabase schema and population of the data from field surveys and as-built data.



Monica Pazahanick, PE
Lead: Water Treatment Plants

- ✓ Monica Pazahanick, PE, has 16 years of experience in the field of water and wastewater treatment. Her experience includes planning, design, permitting, and construction management of water treatment plants using conventional lime softening treatment ion exchange and advanced membrane technology.

- ✓ Additionally, she has successfully permitted and worked closely with permitting agencies for water-related projects, including Floridan aquifer RO systems.



Lucia Medina, PE
Lead: Stormwater

- ✓ Ms. Medina's experience includes stormwater management, process and civil design, data sourcing, database management, hydrologic and hydraulic modeling, project coordination, and permitting assistance.
- ✓ Project Manager for the Stormwater Master Plan Modeling and Design Implementation Continuing Services Contract for the Village of North Palm Beach.

- ✓ Her stormwater work includes the City of Margate Stormwater Master Plan, and the City of Oakland Park, Stormwater Master Plan Update and Flood Vulnerability Assessment.
- ✓ Ms. Medina's work for the City of Fort Lauderdale Stormwater Master Plan Modeling and Design Implementation Services includes serving as Project Supervisor for the modeling task.



Christopher Kish, PE, ENV SP
Lead: Pump Stations and Lift Stations

- ✓ Mr. Kish has designed pump stations with capacities ranging from 0.5 to over 30 mgd.
- ✓ Involved in the evaluation of over 80 pump stations and the subsequent design of over 50 pump stations.
- ✓ He has extensive experience as a Construction Manager on pump station projects coordinating between clients, contractor and permitting agencies.
- ✓ Project Engineer for SFWMD's G420 and G422 Pump Stations Project; conducted site visits to determine the overall condition of each facility and assess equipment/structural conditions.
- ✓ Project Manager for the City of North Miami's Pump Station Improvement Program which includes upgrades to 10 of the City's 33 pump stations.

Key Leaders for Additional Services

Hazen can offer additional services not explicitly mentioned in the RFQ that could benefit the Town, such as Infiltration/Inflow (I/I) and SSES, Lead and Copper Corrosion Control, Water Supply, Water Distribution Modeling, and Climate Change/Resilience. The qualifications for our key leaders for these categories are summarized below.



Ethan Heijn
Lead: Infiltration/Inflow (I/I) and SSES

- ✓ Mr. Heijn brings extensive experience in environmental engineering, focusing on evaluation and rehabilitation of infiltration and inflow in sanitary sewers, including sanitary sewer evaluation surveys, infiltration/inflow analysis, sewer peak flow hydraulic modeling, gravity and pressure pipe assessment, flow monitoring and sampling studies, and sewer rehabilitation programs.
- ✓ He has performed similar work for the Cities of Homestead, North Miami Beach, Coral Gables, Sunrise, Hallandale Beach, and Boynton Beach during his 30-year career.



Becki Rosenfeldt, PE
Lead: Lead and Copper Corrosion Control

- ✓ A nationally recognized expert, Becki Rosenfeldt, PE, has extensive experience guiding Hazen's clients through the Lead and Copper Rule compliance process.
- ✓ Ms. Rosenfeldt serves as Hazen's technical expert in corrosion control treatment and Lead and Copper Rule compliance.
- ✓ She serves as a program manager, QA/QC advisor, and technical expert for the development of service line material inventories, including the development of alternative material verification methods such as statistical interpolation and machine learning models.
- ✓ She has extensive experience working with utilities to optimize corrosion control through treatment process evaluation, scale analysis, pilot testing, and compliance program development. Ms. Rosenfeldt assists utilities nationwide with developing comprehensive LCRR compliance programs, including service line inventories, replacement and sampling plans, and customer communication.



Gerrit Bulman, PG
Lead: Water Supply;
Lead: Deep Injection Wells

- ✓ Mr. Bulman has managed permitting, bidding, construction, and testing of industrial and municipal deep injection wells, ASR wells, reverse osmosis supply wells, shallow and deep monitoring wells, and stormwater drainage wells, as well as wellfield rehabilitation projects, throughout Florida.
- ✓ 19 years of local hydrogeological permitting experience, including injection well regulatory negotiations with FDEP Underground Injection Control (UIC).
- ✓ His in-depth knowledge extends to compliance requirements set by FDEP, water management districts, and various state/local agencies.



Nandita Ahuja, PE, P.Eng.
Lead: Water Distribution;
Lead: GIS/Data Management

- ✓ Ms. Ahuja has over nine years of experience in environmental engineering in the areas of hydraulic modeling, process modeling (BioWin and CFD).
- ✓ Expertise in CFD Modeling, BioWin Modeling, Water Distribution Hydraulic Modeling, GIS/Data Management
- ✓ Served as the hydraulic modeler for a GIS-based Water Distribution System Hydraulic Model in InfoWater for the City of Miami-Beach.
- ✓ She also has experience in developing specialized data dashboards.



Janeen Wietgreffe, PE, PMP
Lead: Climate Change/Resilience;
Water Treatment Plants

- ✓ Ms. Wietgreffe has led detailed risk/resilience assessments and flooding vulnerability analyses as well as multiple water resource projects including water treatment planning/evaluation/design/oversight.
- ✓ Resiliency experience includes the Broward County-wide Risk Assessment and Resilience Plan, and the Oakland Park Stormwater Master Plan Update and Flood Vulnerability Assessment.
- ✓ Managed design of four membrane plants: City of Hallandale Beach 6-mgd Membrane Plant, Town of Jupiter 14.5-mgd Nanofiltration Facility, City of Plantation East WTP 6-mgd Expansion, and City of Fort Lauderdale Peele-Dixie 12-mgd Membrane Plant.



PROJECT DIRECTOR

Kurt Pfeffer, PE

PROJECT MANAGER

Tyler Davis, PE

TECHNICAL ADVISORS

Paul Biscardi, PhD, PE
George Brown, PE
Robert Taylor, Jr., PE

<p>Construction Engineering & Inspection Aaron Cutler, CGC, PMP¹ Vaughn Hendrix¹ Jay Morales¹</p> <p>Water Treatment Plants Tyler Davis, PE Monica Pazahanick, PE Jennifer McMahon, PE Janeen Wietgreffe, PE, PMP</p> <p>Lead and Copper Corrosion Control Becki Rosenfeldt, PE</p> <p>Water Supply Gerrit Bulman, PG Angela Giuliano, PG Rama Rani, PG, GISP, CC-P</p> <p>Water Distribution Nandita Ahuja, PE, P.Eng. Briana Parbus, PE Taylor Bomarito, PE</p>	<p>Wastewater Collection Sean Fitzgerald, PE Tyler Davis, PE</p> <p>Pump Stations Christopher Kish, PE, ENV SP George Brown, PE</p> <p>Lift Stations Christopher Kish, PE, ENV SP Michael Wengrenovich, PE</p> <p>Infiltration/Inflow (I/I) and SSES Ethan Heijn, PE Alexandra Kelly, PE, ENV SP</p> <p>Deep Injection Wells Gerrit Bulman, PG Angela Giuliano, PG</p> <p>Stormwater Lucia Medina, PE Guillermo Regalado, PE</p> <p>Climate Change/Resilience Janeen Wietgreffe, PE, PMP Rachel Loffing, EI</p>	<p>Grant Management Sharon Simington Timothy Devine, PE, MBA</p> <p>Structural Jean Paul Silva, PE</p> <p>Instrumentation and Controls Evan Curtis, PE Alfredo Jimenez</p> <p>Electrical John Burke, PE Jose Cano, PE</p> <p>Sewer Rehabilitation Sean Fitzgerald, PE Ryan Nagel, PE, PMP, ENV SP</p> <p>Permitting Marta Alonso, PE, ENV SP</p> <p>GIS/Data Management Nandita Ahuja, PE, P.Eng.</p>
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SUBCONSULTANT

1. South Florida Engineering Services, Inc.

Resumes

Resumes for all staff identified on the organizational chart are included on the following pages.

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Tyler Davis, PE

**Project Manager; Water Treatment Plants;
Wastewater Collection**

With 35 years in engineering, Mr. Davis has specialized in water/wastewater for over 22 years. He played crucial roles in projects for the Town of Highland Beach, handling design, permitting, and construction of pipelines, pumping systems, and water/wastewater treatment. His diverse roles include mechanical process design, value engineering, and project/construction management.

Education

BS, Chemical Engineering,
Georgia Institute of Technology,
1990 with Highest Honor

Certification/License

Professional Engineer: FL

Areas of Expertise

- Pipeline Design
- Construction Management
- Hydraulics
- Pumping Systems
- Project Management
- Chemical Dosing systems, Water Treatment
- Process Development & Optimization
- Process Control & Instrumentation
- Client Service Management
- 3D Modeling
- Infrastructure Assessment
- Odor Control
- Permitting Services
- Cost Analysis

Experience

- 35 total years
- <1 year with Hazen

Professional Activities

- ASCE Project of the Year
- Palm Beach County AIX System
- Florida Section AWWA
- Volunteer of the Year
- FICE Engineering Excellence Award:
- Duck Key Utility Improvements

He has worked with municipal clients on water, wastewater, reclaimed water, pump stations, treatment plants, supply wells, and injection well projects. He has prepared grant applications, hydraulic models, cost estimates, engineering reports, design drawings, technical specifications, and permit applications. He has performed value engineering reviews, vulnerability assessments, sanitary sewer condition assessments, water account audits, consumer confidence reports, shop drawing reviews, and critical construction inspections. Related responsibilities have included pipeline designer, project manager, and construction inspector. **He has served as Client Service Manager for the Town of Highland Beach, the City of Boca Raton, and the City of Lake Worth Beach.***

Mr. Davis designed and permitted Highland Beach Water Main Extension and Elevated Storage Tank Stand Pipe Replacement. In addition, Mr. Davis worked with Mr. Cutler to provide assistance with construction inspection services. Mr. Davis has also designed more than 50 lift stations ranging in size from 2 HP to 200 HP (2 – 4 pumps/station). He has designed more than 50 directional drills for water, wastewater, and reclaimed water (2 inch – 36 inch diameter). He has performed improvements for several membrane plants, and is currently a lead process engineer for a new 4.5-mgd greenfield membrane plant.

Town of Highland Beach Water Main Replacement | [Highland Beach, FL](#) Project Engineer and Construction Inspector. Mr. Davis was responsible for the design, permitting, and construction of the Town of Highland Beach Highland Beach Water Main Replacement. This project included approximately 15,000 LF of 10-inch water main along the east side of Ocean Boulevard, 50 fire hydrants, and 90 service connections with

backflow preventers. Keen observation during construction identified pipe that had been sabotaged with a tiny drill bit, avoiding significant reconstruction.*

Town of Palm Beach Engineering Services for PS A-39 to PS A-9 Force Main Replacement | Palm Beach, FL

Design Engineer and Project Engineer. Mr. Davis was responsible for mechanical design, permitting, and periodic construction services for the replacement of an existing sanitary sewer force main with a new 20-inch force main. The project included approximately four (4) miles of new force main along A-1-A in the Town of Palm Beach. Key components include existing utility coordination, pipe layout, public meetings, and construction management.*

Palm Beach County Water Utilities Department, Water Treatment Plant 8 Anion Exchange System, Design and Services during Construction | Palm Beach County, FL

Mr. Davis designed a new 20 million gallons per day (mgd) fixed bed anion exchange system at WTP 8. The new system replaced an antiquated 10 mgd ozone system. Mr. Davis was responsible for the design of the large-diameter piping from two separate Clearwell transfer pump stations to three ground storage tanks. He performed hydraulic modeling of the transfer pumping system from the Clearwell through the anion exchange vessels and to the ground storage tanks. He also assisted in the selection of new larger transfer pumps and provided the layout of the above-ground piping for the new anion exchange system. Tyler currently is providing site inspections and service during construction.*

City of Boca Raton, Boca Raton Hills Water Main and Gravity Sewer Main Construction Inspection | Boca Raton, FL

Project Engineer and Construction Inspector. Mr. Davis was responsible for the design, permitting, and

construction of 3,100 LF of water main, and 12,561 LF of gravity sewer.*

City of Boca Raton Reclaimed Water Main Extension | Boca Raton, FL

Project Engineer and Construction Inspector. Mr. Davis was responsible for the design, permitting, and construction of 2,100 LF of 20-inch directional drill with an overall project length of 12,800 of 20-inch reclaimed water main along Yamato Road.*

Florida Keys Aqueduct Authority Duck Key Utility Improvements, | Florida Keys, FL

Project Engineer and Construction Inspector. Mr. Davis was responsible for hydraulic modeling, design, permitting, and construction of 28,960 LF of water main, 28,960 LF of reclaimed water main system, 25,765 LF of gravity sewer, 17,923 LF of force main, and nine sewer lift stations. **In 2014, this project received a FICE Grand Award for Engineering Excellence.***

Cudjoe Regional Wastewater Inner Islands Collection and Transmission System | Cudjoe Key, FL

Project Engineer. Mr. Davis developed a Hybrid Sewer System combining the advantages of gravity sewer and low-pressure sewer for Lower Keys, designed and permitted 74,000 LF of gravity sewer, 142,000 LF of force main, 28 area lift stations, and 600 low-pressure sewer pump stations.*

Palm Beach County Water Utilities Department La Mancha Water Main/Force Main | Palm Beach County, FL

Project Engineer. Mr. Davis was responsible for the design and permitting of 3 miles of 36-inch water and 3 miles of 30-inch wastewater force main including four directional drills under canals.*

** Under previous employment*



Kurt Pfeffer, PE

Project Director

With 37 years of experience, Mr. Pfeffer has managed various Florida water and wastewater projects, handling design through construction, testing, and startup. Over his career, he has served as Project Director/Manager on numerous Florida water and wastewater projects, including membrane and conventional water treatment plant expansions, wastewater treatment plant upgrades, water and wastewater master planning, and operations assistance.

Education

BS, Civil Engineering, Louisiana State University, 1985

Certification/License

Professional Engineer: FL

Areas of Expertise

- Project Management
- Process and Mechanical Design
- Master Planning
- Project Scheduling
- Construction Management

Experience

- 37 total years
- 28 years with Hazen

Professional Activities

Water Environmental Federation
Florida Engineering Society

City of Sunrise Water and Wastewater

Continuing Professional Consulting Services | [Sunrise, FL](#)

Mr. Pfeffer served as Project Manager for continuing water and wastewater engineering services from 2012 through 2020. In addition to wastewater infrastructure upgrades, he managed the development of a comprehensive Water and Wastewater Master Plan Update to address the City's (1) raw water supply wellfields and transmission systems, (2) water treatment plants (3), finished water ground storage tanks and high service pump stations (4), water distribution system, wastewater collection system, wastewater treatment plants (3), reclaimed water and biosolids systems. Master planning tasks include areas of service analysis; levels of service benchmarking; demand projections; condition and risk assessment modeling for linear and vertical assets; hydraulic modeling of water and wastewater transmission systems; regulatory and capacity evaluations for raw water supply, water treatment and wastewater treatment facilities; and development of a 20-year prioritized capital improvements plan model.

Palm Beach County Water Utilities Department

Wastewater Master Plans | [Palm Beach County, FL](#)

Mr. Pfeffer served as Process and QA/QC Engineer for the development of the 35-mgd Southern Region Water Reclamation Facility Master Plan and the Western Region Wastewater Master Plan. Both master plans included population projections, wastewater flow and load estimates, collection/transmission system modeling, regulatory drivers, evaluations of capacity and optimization of treatment plants, life-cycle cost analyses, capital improvement plans and implementation schedules.

**Collier County Public Utilities Department
Consulting Engineering Services | Naples, FL**

Mr. Pfeffer served as Project Manager of continuing consulting engineering services from 1995 through 2007. Assignments included water treatment and water reclamation facility expansions. The South County Regional Water Treatment Plant Expansion from 20 mgd to 32 mgd included six additional 2-mgd reverse osmosis treatment units (with energy recovery turbo pumps for inter-stage booster pumping); expansion of pretreatment and post-treatment systems (chemical feed, degasifiers and odor control), a new 32-mgd high service pumping station, and upgrades to the plant's existing lime softening treatment process. The project also included design and implementation of a portable, trailer-mounted, fully automated membrane pilot unit for testing of membrane elements (both for this project and long-term membrane replacement evaluations); and a blending evaluation (desktop study and jar testing) to optimize finished water quality. Mr. Pfeffer also managed design, permitting, construction management, and startup of three water reclamation facility upgrades/expansions with a total construction cost of \$60 million.

**East Central Regional Water Reclamation
Facility (ECRWF) General Engineering
Services | West Palm Beach, FL**

Mr. Pfeffer has served as Project Manager for the technical evaluation, design, and construction phases

of several projects since 2012, including greenfield biosolids management facilities, sequenced fine-bubble diffused aeration upgrades, 5KV power distribution upgrades, SCADA automation improvements, operational assistance programs, short-term and long-term master planning, and development of a funding strategy/implementation plan for the next 10-year CIP plan.

**City of Tallahassee Thomas P. Smith
Water Reclamation Facility Improvements
Project, Tallahassee, FL**

Mr. Pfeffer served as Project Manager for the design, permitting and construction management of the City of \$180 million Tallahassee Thomas P. Smith Water Reclamation Facility Improvements project. Major process facilities include a new headworks, primary clarifiers, a primary effluent pump station, activated sludge upgrades to 5-stage Bardenpho configuration for AWT nutrient removal, deep-bed denitrification filters, sodium hypochlorite disinfection, primary sludge thickening/fermentation, WAS thickening, anaerobic digestion, centrifuge dewatering, and thermal sludge drying. Mr. Pfeffer developed the master CPM schedule used by the City and CMAR contractor to sequence phased construction in five inter-related bid packages. Construction of the last phase of BNR basin upgrades was completed on schedule in January 2015.



Paul Biscardi, PhD, PE

Technical Advisor

Dr. Biscardi specializes in drinking water quality and advanced treatment, serving as the practice leader for the Southeast Region. He oversees high-level planning, detailed design, operational support, and has led pilot-scale tests for plant design optimization, emphasizing expertise in membrane processes.

Education

PhD, Environmental Engineering,
University of Central Florida, 2016

MS, Environmental Engineering,
University of Central Florida, 2013

BS, Environmental Engineering,
University of Central Florida, 2011

Certification/License

Professional Engineer: FL

Areas of Expertise

- Membrane Processes
- Potable Reuse
- Water Quality and Treatment
- Disinfection By-Products (DBPs)
- Water Treatment Process Design
- Pilot Study Design, Operation, and Analysis

Experience

- 12 total years
- 7 years with Hazen

Professional Activities

American Water Works
Association (AWWA)

American Membrane Technology
Association (AMTA)

- Board of Directors:
2021 – Present

Southeast Desalting Association
(SEDA)

- Board of Directors:
2020 - Present

City of Sarasota Verna Wellfield Sand Filtration Pilot and Basis-of-Design | [Sarasota, FL](#)

Dr. Biscardi assisted with the pilot testing and conceptual design of a pressure sand filter, which is being provided to treat the City of Sarasota's Verna groundwater supply. The Verna Wellfield is located 20 miles east of the City's water plant and provides up to 7.5 mgd of aerated groundwater which contains high levels of sulfur and hardness. The sand filter will provide removal of turbidity from oxidized sulfur and biological floc and will be designed to serve as a pretreatment for a future installation of nanofiltration membranes. Dr. Biscardi was responsible for designing a pilot test that would evaluate the sand filter treatment performance for removing biological material using ATP and HPC analysis. During conceptual design, Dr. Biscardi interpreted the results from previous pilot studies and subsequently developed full-scale process design criteria including loading rate, empty bed contact time, pressure vessel selection, underdrain specifications etc. He was also responsible for sizing the filter system capacity by analyzing historical plant data and projected operational flows and assisted with the conceptual site layout and hydraulic considerations related to the blending of this water with RO permeate.

Toho Water Authority 160-Acre Site Alternative Water Supply Project | [Osceola County, FL](#)

Dr. Biscardi serves as Lead Process Engineer for the planning, preliminary design, construction, and start-up of a new 8-mgd alternative water supply project. The project will be a new aquifer recharge and groundwater treatment facility. The project is in the preliminary design phase and the treatment process will be selected as part of preliminary design. Facilities that will be part of the project include 8 Upper Floridan production wells, one Lower Floridan production well, well pumps, raw water pipeline, hydrogen sulfide removal, TOC removal, sodium hypochlorite/fluoride/corrosion inhibitor storage and feed systems, ground

storage, and high service pumping. The project will include site and stormwater design, electrical system layout, and new I&C and communication facilities.

Pinellas County Waste to Energy Facility IWTP Chloramine System Improvements | Pinellas County, FL

The project included the sizing and design for a new liquid ammonium sulfate chemical feed system for chloramine formation. Project components include the installation of a new monochloramine and free ammonia analyzer, bulk storage liquid ammonium sulfate tank, rehabilitation of a former sodium bisulfite pumping skid, installation of new piping for sodium hypochlorite and liquid ammonium sulfate to new injection locations, and updates controls based on ratio control. Dr. Biscardi evaluated data and performed assisted with control strategy development and process design.

Seminole Tribe of Florida Brighton Water Treatment Plant Process Improvements | Brighton, FL

The Seminole Tribe of Florida (STOF) owns and operates the Brighton Water Treatment Plant which is supplied by surficial aquifer wells and has a rated capacity of 1.6 mgd. The existing process uses microfiltration and reverse osmosis membranes. In order to improve water treatment operations and overall water quality, STOF decided to transition to Upper Floridan Aquifer wells as a new water supply. Dr. Biscardi has

assisted with the detailed design of new treatment processes as well as reconfiguration of the existing process to treat this new brackish groundwater supply. Dr. Biscardi was responsible for both process design related to the reverse osmosis membranes, and several detailed design components including yard piping, the deep injection well system, RO pretreatment chemical injection, RO bypass cartridge filtration, reconfiguration of the ground storage tanks, and an inter-stage booster pump with additional pressure relief valves for the reverse osmosis process.

Tampa Bay Water Long-Term Master Water Plan | Tampa, FL

Dr. Biscardi assisted with the development of Tampa Bay Water Long Term Master Plan update. His work included a review of reverse osmosis membrane performance at the Tampa Bay Water Desalination Facility and conducted analysis of alternative blending strategies, chemical dosing strategies, membrane applications, and the potential for operational savings under the existing design and for future expansion. Dr. Biscardi has also been responsible for developing a conceptual design for a new seawater desalination facility which leverages the latest advances in seawater desalination technologies. His work also includes a feasibility assessment and a preliminary design of an innovative potable reuse alternatives for Tampa Bay Water that would utilize both ozone-biofiltration, advanced oxidation, and membrane processes.



George Brown, PE

Technical Advisor; Pump Stations

Mr. Brown, Hazen’s Civil Discipline Regional Leader, excels in designing, permitting, and overseeing the construction and startup of pump stations and pipelines. With expertise in handling 0.5 billion gallons per day of pumping facilities and 95,000 feet of pipelines, he led the award-winning Intracoastal Waterway directional drill design-build project. His proficiency ensures swift and efficient design development, and he authored Hazen’s Civil Design Guideline and Pipeline Routing Guideline.

Education

BS, University of Florida,
Environmental Engineering. 1996

Certification/License

Professional Engineer: FL

Areas of Expertise

- Upgrades to Existing Water Treatment Plants
- Water Supply Wells, Pumping and Pipeline Design
- Water Treatment Process and Mechanical Design
- Water Pumping, Storage and Pipeline Design
- Water Supply and Treatment Planning
- Chemical Feed Design
- Author of Hazen’s Chlorine and Sodium Hypochlorite Facility Design Guidelines
- Author of Hazen’s Civil Design Guidelines
- Author of Hazen’s Manhole Flotation Calculations Guidelines
- Water and Force Main Pipeline Design in the Right-of-Way
- Water and Wastewater Master Planning

Experience

- 29 total years
- 28 years with Hazen

Professional Activities

American Water Works Association (AWWA)

American Society of Civil Engineers

Florida Section AWWA Risk Management/Safety Committee

City of Hallandale Beach Transfer Pump Replacement | [Hallandale Beach, FL](#)

The City’s three transfer pumps and electrical equipment, originally constructed in 1967, were at the end of their useful life. The City retained Hazen to provide design, permitting, bidding and services during construction for replacement of the high service pumps. The design included four new horizontal split-case pumps designed for 5,600 gpm at 50 feet total dynamic head equipped with variable frequency drives. Maintaining continuous water plant operation during construction required design of a complex sequence of construction to ensure no disruption to treatment during short (less than six hours) interruptions to transfer pumping. Design included new pumps, piping, electrical feed and control systems. Mr. Brown served as the Project Manager and the Engineer-of-Record for the general, civil and mechanical disciplines.

City of Cooper City Pine Island Road Pumping Station | [Cooper City, FL](#)

Mr. Brown served as the Project Manager for the design and permitting of this project which included the design of a new 1,700 SF pump station building housing all pumps, electrical systems and controls to convey water from an existing 2 MG water storage tank into the City’s transmission system at a pressure of 60 psi. The pump station design included three horizontal split case pumps equipped with variable frequency drives. Additionally, the project included design of a 250 KW backup power generation system along with extensive landscaping to meet the City’s land development code. Hazen provided services during the con-

struction of the \$1.74 million pump station. There were net zero change orders at final completion.

Riviera Beach Utility District Water and Wastewater Master Planning | [Riviera Beach, FL](#)

Mr. Brown led the project team that prepared the Riviera Beach Utility District's water and wastewater master plan. Mr. Brown master planned water supply; water treatment; water distribution and storage; along with wastewater collection, pumping and transmission improvements. The infrastructure was evaluated relative to: 1) capacity to meet future growth (hydraulic modeling) 2) regulatory compliance (current and future regulations); 3) water quality and 4) renewal and replacement to ensure long term sustainability. This project identified \$159 million in water and \$56 million in wastewater infrastructure improvement needs to maintain the reliability of existing infrastructure. Mr. Brown developed a technique dubbed “**asset management right**” that leverages the experience of utility personnel to efficiently identify capital needs to ensure the long-term sustainability of the existing infrastructure. This approach ensured that less money was spent on engineering analysis and more money was available for capital investment.

City of Fort Lauderdale Prospect

Wellfield Expansion | [Fort Lauderdale, FL](#)

Mr. Brown served as Project Manager and general, Civil and Mechanical Design Engineer during the design, permitting and construction phases of the wellfield expansion. This project included design and permitting of five water supply wells (PW-50 to PW-54), equipping the wells with vertical turbine line shaft pumps (1,750 gpm at 150 feet TDH), and approximately 2,800 feet of pipeline to convey the water from the wells to a connection with the existing raw water transmission system. The design also included radio telemetry design for remote monitoring and control from the water treatment plant.

City of Hallandale Beach Reverse Osmosis Addition | [Hallandale Beach, FL](#)

Mr. Brown served as the Project Manager during the design and permitting of the City of Hallandale Beach's

water supply well PW-9, three saltwater monitor wells and one brackish water reverse osmosis (RO) train addition. The RO train was designed for a permeate production capacity of 2.0-mgd with a feed water maximum salinity of 5,000 mg/L of total dissolved solids. Pretreatment design included raw water sand separators, five-micron cartridge filtration, anti-scalant and sulfuric acid addition.

City of Hallandale Beach Membrane Softening Facility | [Hallandale Beach, FL](#)

Mr. Brown served as Project Engineer. The City retained Hazen to provide pilot testing, design, bidding, permitting and construction management services for a new 6-mgd membrane facility to replace an equivalent volume of existing lime softening capacity at its water treatment plant. Total buildout capacity of the new membrane facility is 10-mgd, which includes 6-mgd of nanofiltration that is currently in operation plus the capability to easily add up to 4-mgd of brackish water reverse osmosis treatment capacity. Hazen completed the design, permitting, and construction oversight of the membrane facility. Total costs for the facility were approximately \$20 million and are inclusive of the membrane facility, concentrate disposal well and engineering and administration fees.

Millennium Challenge Account-Jordan

Basateen Pump Station | [Zarqa, Kingdom of Jordan](#)

Mr. Brown served as the civil, mechanical and controls Engineer-of-Record for the design and startup of the Basateen Reservoir and Pump Station. The pump station included: 1) 0.5 million gallon cast-in-place water reservoir; 2) four constant-speed, 400 horsepower, ring-section pumps with a capacity of 1,750 gpm at 610 feet TDH each; 3) chlorine storage and feed building housing two one-ton chlorine containers on scales, complete vacuum feed system, chlorine residual monitor, two chlorinators and programmable logic controller equipped with a graphic interface that automates the chlorine feed rate based on the water flow during reservoir filling.



Robert Taylor, Jr., PE

Technical Advisor

Mr. Taylor has efficiently overseen varied water resource and stormwater projects, encompassing design, permitting, master planning, utility development, financing, construction, and maintenance. Noteworthy recent South Florida projects include the City of Fort Lauderdale Stormwater Master Plan, Miami-Dade County Rapid Action Plan, and City of Coral Gables Assessment of Sea Level Rise Impacts and Adaptation Plan.

Education

MS, University of Florida, Agricultural Engineering, 1987
BS, University of Florida, Agricultural Engineering, 1985

Certification/License

Professional Engineer: FL, NY

Areas of Expertise

- Stormwater Management
- Climate Change/Resiliency
- NPDES Permitting/Compliance
- Water Resources and Water Supply Engineering and Planning
- Civil Engineering
- Hydrologic and Hydraulic Modeling
- Project Management
- Regulatory Compliance

Experience

- 38 total years
- 31 years with Hazen

Professional Activities

American Membrane Technology Association
 American Society of Civil Engineers
 FES Leadership Institute
 Florida Engineering Society
 Florida Institute of Consulting Engineers
 Florida Stormwater Association
 Florida Water Pollution Control Operators Association – Stormwater Advisory Committee
 National Society of Professional Engineers
 Southeast Stormwater Association
 Water Environment Federation

City of Fort Lauderdale Stormwater Master Plan Modeling and Design Implementation Services | Fort Lauderdale, FL

Mr. Taylor is currently serving as Project Manager for the City’s Comprehensive Stormwater Management Program, which includes data collection, hydrologic/hydraulic modeling, master planning, detailed design and construction management, and community outreach. The program addresses resiliency under the Southeast Florida Regional Climate Change Compact projections for Sea Level Rise, as well as other climate change-related conditions.

Miami-Dade County Office of Resilience, Miami-Dade County Rapid Action Plan | Miami-Dade County, FL

Mr. Taylor served as Project Director for development of a Rapid Action Plan (RAP) to address the impacts of sea level rise (SLR) in Miami-Dade County. The RAP protects the County’s most critical infrastructure from increasing flood risks due to rising sea levels. The scope of work included building on existing work completed by the County. Tasks included review and confirmation of vulnerability parameters and exposure data, identification of key infrastructure needs and vulnerability, assessment and prioritization of potential projects, preparation of the final report, and provision of advice to the County on a methodology for incorporating SLR into all capital planning.

City of Stuart General Stormwater Consultant (1992-2014) | Stuart, FL

Mr. Taylor has served as Project Manager for general stormwater consulting assignments for the City of Hollywood, City of Stuart, St. Lucie County and Town of Jupiter, among others. For example, work for the City of Stuart, included a stormwater master plan and stormwater util-

ity development. In addition, a field inventory and needs assessment of the City-owned stormwater infrastructure were conducted. Mr. Taylor’s duties included assistance with the development of policies and procedures for stormwater management associated with new development, redevelopment, and retrofitting of existing systems, establishing the basis for a stable, equitable stormwater utility to fund the stormwater management program, and assisting the City in the implementation of the user fee program including the preparation of a complete policies and procedures manual for future use and reference. In addition, he assisted with regulatory compliance and planning and development of construction documents for stormwater-related capital improvements.

Town of Jupiter Professional General Engineering Services for Water and Stormwater Utility (1997-Present) | [Jupiter, FL](#)

Mr. Taylor served as Project Manager for this General Water and Stormwater Consulting Contract. The project involved major improvements to the Town’s stormwater and water utility systems. Stormwater system improvements included the installation of drainage conveyance systems, pump stations, outfalls, exfiltration trenches, and drainage swales. In addition, improvements and standardization of levels of service for flood control, and retrofit of older systems with water quality treatment provisions were performed. Mr. Taylor was responsible for development of scopes of work, budgets and schedules, as well as assistance with MS4 permitting and FEMA. He served as the primary client contact responsible for coordination with staff, directors, administration, and elected officials, and was responsible for timeliness, budget, and quality related to stormwater and water utilities projects and programs.

City of Delray Beach Five Stormwater Pump Stations | [Delray Beach, FL](#)

Mr. Taylor served as Project Manager for five stormwater pump stations, which were constructed on the

barrier island of Delray Beach. The facilities ranged in size from 3,000 to 30,000 gpm.

City of Coral Gables Cocoplum Plum I Pump Station Stormwater Improvement Project | [Coral Gables, FL](#)

The Cocoplum subdivision within the City of Coral Gables has experienced flooding issues in the past several years. As a result, the City retained Hazen to design enhancements to the area’s stormwater system to improve drainage and address resident concerns. The project required modifications to the station’s mechanical, structural, electrical, and instrumentation systems. Improvements included installation of a new wet well and valve/meter box and associated piping. Under the City’s new sustainability requirements, Hazen assisted the City in utilizing Envision® throughout the design and construction phases. In 2022, the project was awarded a Bronze Envision® award—the first in the State for a wastewater infrastructure improvement project. Additionally, the project won the “Resilient Project of the Year” in the Green Utility Category by the Resilient Utility Coalition in January 2018.

Town of Jupiter 17-mgd Nanofiltration Plant | [Jupiter, FL](#)

The Town of Jupiter previously operated a water treatment plant with four independent treatment processes: lime softening, ion exchange, reverse osmosis, and nanofiltration (NF). The Town added a NF facility to produce potable water from the surficial aquifer. The NF treatment ultimately allowed retirement of the lime softening treatment plant 17-mgd Nanofiltration Plant (includes aspects of raw water supply pretreatment, post treatment, blending with other finished water sources, and concentrate disposal). Mr. Taylor served as Project Manager.

Aaron Cutler, CGC, PMP

President/Construction Manager

Lead: Construction Engineering & Inspection

Experience

Years of Experience: 23

With Highland Beach since 2008

Certifications

State of Florida Certified General Contractor

Project Management Professional

Red Vector FDOT Asphalt Paving Level One and Level Two Certification

Florida Department of Environmental Protection Stormwater Erosion and Sedimentation Control - Certified Stormwater Management Inspector (Inspector No. 21817)

Florida Dept. of Transportation GAP Web-based System for Local Project Delivery

Florida Dept. of Transportation Advanced MOT CTQP Course through Florida International University

Aaron has over 20 years of experience in all phases of municipal construction including, complete infrastructure improvements, directional drill subaqueous crossings, utility pipeline projects, stormwater drainage systems, NPDES compliance, roadway construction, pump stations, elevated water storage tanks, and vertical construction facilities.

As Construction Manager, his daily duties include, monitoring all construction field activities and contract administration, acting as the Owner's representative, design review, review of shop drawings, review of pay applications, administering pre-construction and progress meetings, construction schedule review, preparing and negotiating change orders, responding to contractor's RFIs and clarifications, processing final project certifications, and verifying contractor's conformance to construction documents.

Representative Projects

Florida Keys Aqueduct Authority, FL

Islamorada Transmission Main Replacement – Construction Management

Owner's Representative/Construction Manager for construction of a new 5-mile 36-inch Spiral Welded Steel Watermain through the Village of Islamorada and Windley Key. The project includes two (2) stand alone contracts for Directional Drill Subaqueous Crossings of Tea Table and Whale Harbor. This project included FDOT Permitting, Design Team Wade Trim Coordination, and Public Outreach.

Boynton Beach, FL

Central Seacrest Infrastructure Improvements Phase I

Construction Manager for Phase I improvements, consisting of water main replacement, new reclaimed water main, gravity sewer replacement, stormwater system upgrades, pavement overlay, and construction of new landscaping, sidewalks, and driveway aprons.

FPL/Black & Veatch Design Build

CWRC Turkey Point 42-inch Pipeline

The FPL Miami-Dade Clean Water Recovery Center (CWRC) Project is an 8-mile-long, 42-inch reclaimed water pipeline connecting the FPL CWRC Plant to the Miami-Dade South District Wastewater Treatment Plant (SDWWTP). Once constructed, the 42-inch reclaimed water pipeline will supply 15 million gallons per day of reclaimed water to FPL for use at the Turkey Point Clean Energy Center, making it one of the state's largest reclaimed water initiatives.

Lauderdale-by-the Sea, FL

CIPP Lining Inspection Services

Construction Manager for Town of Lauderdale by the Sea CIPP Lining Monitoring and Inspections program for approximately 15,619 linear feet of gravity sanitary sewers.

Florida Keys Aqueduct Authority, FL

Duck Key Utility Improvements

Construction Manager for utility improvements on Duck Key, a small island community located at Overseas Highway Mile Marker 60 in unincorporated Monroe

County. Duck Key consists of five islands connected by Venetian Style bridges. The infrastructure improvements included, low pressure sewer system (30 pump stations), sanitary sewer system, water main replacement, reclaimed water main system, nine lift stations and force main system, four bridge crossings, and roadway reconstruction.

Highland Beach A1A Water Main Replacement Construction Management Services

Construction Management/Administration for the installation of 3 miles of 10-inch water main. Project components included coordinating with the Contractor, Town, Residents, and Regulatory Agencies, as well as full construction administration.

Lantana, FL

Raw Water Supply Wells No. 11 and No. 12

Construction Inspection and Management for two new raw water supply wells. Services included administering progress meetings, inspection services, shop drawing review, monthly payment request review, and coordination with Client, Engineer of Record, and Contractor.

Boca Raton, FL

Boca Raton Reclaimed Water Main Extension

Construction Inspector for over 10,000 LF of new 20-inch reclaimed water main. Services included shop drawing review, record drawing review, and coordination with Client, Engineer of Record, and Contractor.

Loxahatchee River Environmental Control District, FL

IQ Pump Station

Construction Inspection and Management for a new "IQ" irrigation quality reclaimed water master pump station to serve the District's entire reclaimed water serve area. Project included new 22.4 MGD submersible pump station with three 335 Hp and one 160 Hp pump; new electrical building to house VDS, MCCs and control panel; and associated mechanical, electrical, and instrumentation/control improvements. Services included progress meetings, shop drawing review, coordination with Engineer of Record, and inspections as needed.

West Palm Beach, FL

Monceaux Road - Group I

Construction Manager for the construction for the Monceaux Road - Group I Stormwater and Utility System Improvements Project, including new stormwater facilities, water main upgrades, sanitary sewer replacement/rehabilitation, roadway, curb and gutter and sidewalk replacement, signage and pavement marking, landscaping, and street lighting.

Vaughn Hendrix

Field Inspector

Construction Engineering & Inspection

Vaughn is a Construction Field Inspector with more than twenty years of experience in the fast-paced construction industry. He demonstrates excellent construction observations with municipal compliance skills and has an outstanding track record of achieving exceptional results on construction projects throughout South Florida. Vaughn has a keen eye for detail and a commitment to resolving issues with Contractors as a Team Player. He is highly knowledgeable in underground and roadway civil design standards. Vaughn has a long family history and background in the construction industry, making him an expert in inspecting and evaluating municipal construction projects.

Representative Projects

City of West Palm Beach, FL

Broward Avenue Apartment Development – Construction Inspector

Construction Inspector for full water & sewer infrastructure replacement along Broward Avenue. The new water main and sewer system were installed to support Multi-Family Development along the City's Flagler Waterfront Corridor. Duties were to observe and verify work in progress by the construction contractor to ensure compliance with contract documents and plans. We confirmed daily that required engineering procedures were followed and all materials used conform to the City's approved material specification.

Town of Haverhill, FL

Club Road West Drainage Improvements – Construction Inspector

Construction Inspector for new Stormwater System along a heavily flooded area. This area in an active neighborhood that required Traffic Control Coordination, and difficult Utility Crossings so that the neighborhood would remain active during the replacement of large diameter drainage pipe, structures, and a Headwall located in the easement area.

Town of Haverhill, FL

Haverhill Courts Development

Construction Inspector for development project and utility improvements on this multi-lot land that included demo of existing drainage structures, trees, and buildings. The new development required new Sewer, Potable Water, and Storm Drainage Systems. This project included coordination with permit agencies and multiple contractors and design engineering teams.

City of West Palm Beach, FL

Park Central RPD Development

Construction Inspector for new construction Park Central townhome community. Located on Dock Street and Parker Avenue in the heart of West Palm Beach, next to heavy traffic areas along Flagler Drive and the Intracoastal Waterway. This project included difficult retrofitting of water and sewer utilities, along with a crossing of the City's aged pre-stressed concrete pipe.

Palm Beach Gardens, FL

Riverside Business Center

Construction Inspector for the new Business Commerce Park that included full utility improvements within the Burns Road Area. This project included detailed phasing and coordination with Seacoast Utility Authority for connection of the Sewer and Potable Water Services to the new Development.

Jacqueline E. Morales

Executive Administrative Assistant

Construction Engineering & Inspection

Jay has more than a decade of experience in the field of office administration. This experience includes supporting the President of South Florida Engineering Services and overseeing office operations as an executive administrative assistant with a strong attention to detail who has been employed by the organization since it was established. Jay Morales demonstrates proficiency in optimizing administrative procedures, augmenting various data input & output, and making valuable contributions to the organization's overall efficiency.

Representative Projects

Florida Keys Aqueduct Authority, FL

Islamorada Transmission Main Replacement – Administrative Assistant

Assistant to the Construction Manager of South Florida Engineering Services for construction of a new 5-mile 36-inch Spiral Welded Steel Watermain through the Village of Islamorada and Windley Key. The project includes two (2) stand alone contracts for Directional Drill Subaqueous Crossings of Tea Table and Whale Harbor. This project included FDOT Permitting, Design Team Wade Trim Coordination, and Public Outreach.

Palm Beach County WUD - Hinterland Group, FL

Seminole Pratt Whitney Road ARV Replacements

Assistant to the Construction Manager for South Florida Engineering Services to prepare a report from our inspection of all PBCWUD ARV Manholes along this roadway section. Our Work Scope included a full report of the ARV Conditions, MH Conditions, and our recommendations to relocate to Green Areas.

FPL/Black & Veatch Design Build

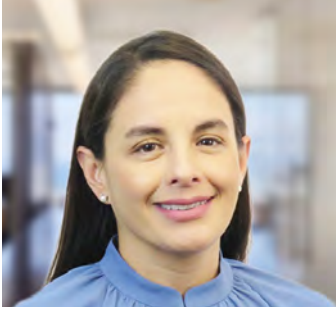
CWRC Turkey Point 42-inch Pipeline

The FPL Miami-Dade Clean Water Recovery Center (CWRC) Project is an 8-mile-long, 42-inch reclaimed water pipeline connecting the FPL CWRC Plant to the Miami-Dade South District Wastewater Treatment Plant (SDWWTP). Once constructed, the 42-inch reclaimed water pipeline will supply 15 million gallons per day of reclaimed water to FPL for use at the Turkey Point Clean Energy Center, making it one of the state's largest reclaimed water initiatives.

Polo Gear, FL

Marketing and Graphics Coordinator

Collaborated with the Graphics Department to produce visually appealing and on-brand graphics for various professional polo teams around the world. Created visually striking graphics for digital and print marketing materials including social media posts, email campaigns, brochures, and advertisements. Designed and updated website graphics to enhance user experience and align with brand. Managed multiple projects simultaneously, ensuring deadlines are met and priorities are aligned with marketing objective. Coordinated with external vendors or agencies as needed for specialized design projects and conducted thorough quality checks on all graphics to ensure accuracy, consistency, and adherence to brand standards before final distribution.



Monica Pazahanick, PE

Water Treatment Plants

Ms. Pazahanick has 16 years of experience in planning, designing, permitting, and managing the construction of treatment plants. Her expertise spans conventional lime softening treatment, ion exchange, and advanced membrane technology. She has a successful track record in permitting and collaborating with regulatory agencies for water-related projects, including Floridan aquifer RO systems.

Education

MS, University of Arkansas, Environmental Engineering, 2007

BE, Catholic University of Bolivia, Cochabamba, 2004

Certifications

Professional Engineer: FL, AR

Areas of Expertise

Water and Wastewater Process and Mechanical Design

Experience

- 16 total years
- 7 years with Hazen

Professional Activities

American Water Works Association (AWWA)

Florida Section American Water Works Association (FSAWWA) Region VI - Past Membership Chair

American Membrane Technology Association (AMTA)

- Co-Editor of the AMTA Quarterly Newsletter "Solutions" (06/2011 to 04/2015)
- AMTA/AWWA 2020 Membrane Technology Conference Planning Committee Past Chair, Member
- AMTA/AWWA 2019 Membrane Technology Conference Planning Committee Chair, Member
- AMTA/AWWA 2018 Membrane Technology Conference Planning Committee Vice-Chair, Member

Southeast Desalting Association (SEDA) Symposium Planning Committee Member (2017 - 2020)

City of Delray Beach Owners Representative for the New Water Treatment Plant Progressive Design-Build | [Delray Beach, FL](#)

Ms. Pazahanick serves as a Deputy Project Manager for this project. As the City's Owner Representative, Ms. Pazahanick and the Hazen team provides technical assistance to the City In multiple project phases. Some of the specific tasks include the evaluation/validation of treatment alternatives, development of Progressive Design Build documents for advertisement, assistance in the review of documents provided by the proposers, assistance in the development and technical review of proposed scope of work and fees from the selected Design-Build team, prepare and provide project to the City Commission, funding assistance, document control and management.

City of West Melbourne Water Treatment Plan Final Design, Permitting and Bidding | [West Melbourne, FL](#)

Ms. Pazahanick is a process design lead in this project, which includes the design of a green field reverse osmosis (RO) membrane water treatment plant. The design includes four treatment trains each with a treatment capacity of 1.1 mgd of permeate water. The WTP will include pre-treatment systems, post-treatment systems consisting of degasifiers and clearwell, chemical feed systems, storage, and high service pumping necessary to produce high quality, finished water delivered to the City's residents. This project includes engineering services for final design, permitting, and bidding for the water treatment plant.

City of Boca Raton Building 11 Improvements and Rehabilitation | [Boca Raton, FL](#)

Ms. Pazahanick serves as Project Manager for the City's Water Treatment Plant Building 11 Improvements and Rehabilitation preliminary and

detailed design. Building 11 is the lime softening treatment process chemical building housing the lime, polymer, and brine process mechanical equipment, ancillary equipment as well as the electrical room. This project includes full rehabilitation and hardening of the building as well as replacement of the process mechanical equipment, electrical and I&C. Ms. Pazahanick directly coordinates design elements between the design team and the City, monitors project schedule and budget to efficiently communicate status with the City, and closely coordinates and communicates with the design discipline leads. Cost \$950K (design), \$22-23M (estimated construction).

**City of Stuart Alternative Water Supply Plan |
Stuart, FL**

Ms. Pazahanick served as Deputy Project Manager for the City of Stuart's Alternative Water Supply (AWS) plan. This project focused on master planning new Upper Floridan Aquifer water supply wells, reverse osmosis treatment facilities, and concentrate disposal. Wells in the Upper Permeable Zone (UPZ) of the Floridan Aquifer were recommended based upon modeling of water quality changes with time. Planning included construction cost estimating, phased implementation scheduling, bid package identifications, State Revolving Fund application assistance, and financial analysis of rate adjustment to fund the investment.

**City of Sunrise Springtree Reverse Osmosis
Water Treatment Plant | Sunrise, FL**

Ms. Pazahanick served as Design Engineer for this project, which included preparation of construction drawings and specifications for a 3-mgd treatment capacity with 1.5 mgd installed during Phase 1. The project design included conversion of an ASR well to a Floridan aquifer production well, pretreatment (sand

strainers and cartridge filters), 2-stage reverse osmosis membrane treatment, post-treatment (degasification and air scrubbers), and chemical systems.*

**City of Sunrise Sawgrass Nanofiltration
Water Treatment Plant Rerate
Improvements | Sunrise, FL**

Ms. Pazahanick served as Design Engineer for the City of Sunrise Sawgrass WTP re-rate improvements project. This project included the City's WTP upgrades from 18 mgd to 24-mgd treatment capacity, which required the replacement of concentrate pumps, and finished water transfer pumps along with other renewals and improvements. The scope of work included development of design drawings and specifications and permitting with the Health Department.*

**City of Pompano Beach Concentrate Disposal
Evaluation | Pompano Beach, FL**

Ms. Pazahanick served as Project Engineer for this project, which included the economical and non-economical evaluation of alternatives for concentrate disposal during emergency events, and evaluation of using concentrate blending with effluent from the City's reuse facility. *

**City of Boynton Beach Ion Exchange
Treatment System and East Water Treatment
Plant Improvements Progressive Design Build |
Boynton Beach, FL**

Ms. Pazahanick served as Project Engineer. This project included initial engineering and constructability evaluations, permitting, design, and construction of a 16-mgd ion exchange system, associated ancillary systems, and raw water transmission main modifications.

**Under previous employment.*



Jennifer McMahon, PE

Water Treatment Plants

Ms. McMahon brings extensive expertise in managing, designing, and constructing water, wastewater, and stormwater infrastructure. Her experience encompasses civil, mechanical, and process design for potable water treatment and distribution systems, wastewater treatment, transmission, and collection systems, as well as stormwater collection, conveyance, and transmission systems.

Education

MS, Georgia Institute of Technology, Environmental Engineering, 1997

BCE, Georgia Institute of Technology, Civil Engineering, 1995

Certifications

Professional Engineer: FL

Areas of Expertise

Water Treatment and Distribution

Wastewater Treatment, Collection, and Transmission

Stormwater Collection, Conveyance, and Transmission

Pipeline Design

Detailed Process and Mechanical Design

Project Management

Quality Control

Experience

- 16 total years
- 7 years with Hazen

Professional Activities

American Society of Civil Engineers (ASCE)

Ms. McMahon has managed and served on multidisciplinary design teams from master planning, conceptual planning, detailed design, and permitting through construction and startup. She provides quality control reviews for numerous design projects throughout the Southeast region and is a member of Hazen’s Pumping System Design Group. She has a proven history of delivering projects on budget and on schedule, as demonstrated on numerous projects for multiple clients.

Town of Jupiter Nanofiltration Plant | [Jupiter, FL](#)

As Mechanical and Process Design Engineer for the 17-mgd nanofiltration Water Treatment Plant at the Town of Jupiter, Ms. McMahon’s responsibilities included development of detailed design drawings, development of technical specifications, and multidisciplinary design coordination. New facilities included nanofiltration membrane skids, membrane feed pumps, cartridge filters, degasifiers, chemical feed systems, odor control, chemical blend chamber, high-service pumps, and new fuel storage tanks for the existing emergency generator. This facility also incorporates pretreatment pressure filters and associated booster pumps, air scour system, and filter flushing system. Four new horizontal split case booster pumps sized at 4,800 gpm and 200-HP each were housed within a pump station building that included an electrical room and a small room for a polymer feed system.

City of Hallandale Beach Reverse Osmosis

Skid Addition, | [Hallandale Beach, FL](#)

Ms. McMahon served as a Project Manager and Lead Design Engineer. This project includes a 2-mgd reverse osmosis skid addition at the City of Hallandale Beach Water Treatment Plant. The project also included a 350-Hp membrane feed pump, reverse osmosis membrane softening

skid, chemical metering pumps, and other ancillary improvements. This innovative design includes a skid that can accommodate a range of raw water salinity. Project responsibilities included development of detailed design drawings, development of technical specifications, and multidisciplinary design coordination. Status: Design and bid/award complete, currently in construction.

Broward County Water and Wastewater Services Districts 1A and 2A WTP Hypochlorite System Projects | [Broward County, FL](#)

Served as Project Manager, Lead Design Engineer, and Construction Administrator for replacement of an existing gas chlorine disinfection system with a bulk purchased sodium hypochlorite system sized for the 40-mgd District 2A and 16-mgd District 1A WTPs (Water Treatment Plants). The project also included a liquid carbon dioxide chemical feed system for pH control.

City of Fort Lauderdale Fiveash WTP Reliability Upgrades | [Fort Lauderdale, FL](#)

Ms. McMahon served as a Project Engineer for the City of Fort Lauderdale's Fiveash WTP Reliability Upgrades project. The Fiveash WTP is a 70-mgd lime softening plant that was originally constructed in the 1950s. Many of the plant processes are at the end of their useful life. This project included the design of improvements to numerous plant processes and structures, including: a new backup power generation building (with two 1,250 kilowatt generators), renovation of the primary control room, automation of plant processes (including Profibus communication to valves, mag meters and remote I/O) and storm hardening of key facilities. Additionally, the project includes replacement of the 90-ton chlorine railcar system with a bulk (12%) sodium hypochlorite facility (capable of feeding 6,000 pounds per day of equivalent chlorine) and a carbon dioxide dosing system.

City of North Miami Winson WTP Lime Softening Plant Rehabilitation | [North Miami, FL](#)

Ms. McMahon served as a Project Engineer for the design and permitting of upgrades to the North Miami

Winson Water Treatment Plant. This facility, originally constructed in the early 1960s, is a 9.3 million gallon per day lime softening WTP. Many of the WTP processes are at the end of their useful life. The project includes: 1) replacement of underdrains, filter media, piping, valves, and flow meters for four filters; 2) removal of existing water tank; 3) four new vertical turbine can style high service pumps (3,500 gpm at 180 feet) equipped with VFDs (Variable Frequency Drives); 4) finished water magnetic flow meter in a vault downstream of the high service pump station; 5) two new vertical turbine backwash pumps (9,700 gpm at 35 feet) equipped with VFDs; 6) two new vertical turbine transfer pumps (6,500 gpm at 40 feet) equipped with VFDs; 7) removal of all existing high service pumps, transfers and backwash pumps and repurposing of the pump building to house chemical feed storage and feed equipment; 8) new chemical storage and feed facilities for sodium hypochlorite, aqueous ammonia, fluoride, coagulant, and anticoagulant; 9) new sludge and backwash recovery pump stations; 10) replacement of the lime contactor mechanism and refurbishment of the Accelerator tank; 11) replacement of two well pumps with constant speed vertical turbine line shaft pumps (each at 1,500 gpm at 60 feet) and new controls; 12) air conditioned electrical building housing 2000-amp main breaker, automatic transfer switch, variable frequency drives and plant SCADA PLC; and 12) 6,350 square-foot administration building.

City of Fort Lauderdale Dixie Wellfield Raw Water Main | [Fort Lauderdale, FL](#)

Ms. McMahon served as Project Manager, Lead Design Engineer, and Construction Manager of a 30-inch diameter raw water main from the Dixie wellfield to the Peele-Dixie Water Treatment Plant. This multi-jurisdictional project includes installation of pipeline within the City of Plantation and a congested corridor of State Road 7 (DOT (Department of Transportation) jurisdiction).



Janeen Wietgreffe, PE, PMP

Water Treatment Plants; Climate Change/Resilience

Ms. Wietgreffe has led multiple water resource projects including water treatment planning/evaluation/design/oversight, wastewater treatment planning/evaluation/design/oversight as well as detailed risk/resilience assessments and flooding vulnerability analyses.

Education

MS, Environmental Engineering, University of North Carolina, 1997

BS, Environmental Engineering, University of Florida, 1995

Certification/License

Professional Engineer: FL, NY

Project Management Professional (PMP), #2752873

AWWA Utility Risk and Resilience Certificate

Areas of Expertise

- Membrane Treatment Process Design
- Design of Advanced Water Treatment Processes
- Planning, Design, and Construction Administration of Water and Wastewater Treatment Facilities
- Water Resource Engineering and Planning

Experience

- 27 total years
- 22 years with Hazen

Professional Activities

American Water Works Association

Southeast Desalting Association

Water Environment Federation

American Society of Adaptation Professionals

Broward County-wide Risk Assessment and Resilience Plan | Broward County, FL

Serves as Deputy Project Manager for the development of a cutting edge, actionable, resilient infrastructure resilience plan inclusive of redevelopment strategies consisting of a visualization platform to aid regional planning and project tracking and written plan, to provide the foundation for collective mitigation of future flooding, inclusive of water management infrastructure, transportation systems, critical infrastructure, green infrastructure, land use, basin-scale redevelopment and land use planning based on a comprehensive county-wide risk assessment.

Stormwater Master Plan Update and Flood Vulnerability Assessment | Oakland Park, FL

Ms. Wietgreffe served as Project Manager for the development of a stormwater master plan and a city-wide flood vulnerability assessment. The analysis is based on both a hydrologic and hydraulic model and a geospatial model. The models utilize various data sources and provide a comprehensive stormwater flooding assessment for both current and future projected climatological conditions. Modeling results have facilitated the identification and prioritization of specific vulnerabilities throughout the City, which directed recommendations for adaptation strategies and effective solutions to increase resiliency to climate change.

Broward County Regional Reuse Master Plan | Broward County, FL

Ms. Wietgreffe served as Project Manager for the regional reuse master plan, which builds upon current municipal and county efforts and coordinates a regional approach to reuse planning, maximizing cost-effective reuse development in Broward County. This project developed a state-of-the-art tool for future reclaimed water planning using a Google Earth platform that enables multiple decision makers to easily analyze the issues and spatially determine cost-effective reclaimed water opportunities. This project also evaluated the impacts of climate change on water resources in Broward County. Ms. Wietgreffe facilitated stakehold-

er meetings for 28 municipalities and multiple regulatory agencies throughout the reuse master plan project. Input from stakeholders was incorporated to develop a multi-parameter criteria decision model.

14.5 mgd Nanofiltration Facility | Jupiter, FL

Ms. Wietgreffe served as Project Manager and Process Mechanical Engineer for the pre-design phase of the Town of Jupiter's 14.5-mgd nanofiltration facility. The scope of this project included pretreatment, membrane treatment, degasification, odor control, transfer pumping, and chemical systems. Design for this facility was completed in 2007. Construction began in 2007 and was completed in 2010.

City of Hallandale Beach Membrane Softening Facility | Hallandale Beach, FL

The City retained Hazen to provide pilot testing, design, bidding, permitting, and construction management services for a new 6-mgd membrane facility to replace an equivalent volume of existing lime softening capacity at its water treatment plant. Total build-out capacity of the new membrane facility will be 13 mgd, which includes up to 4 mgd of brackish water reverse osmosis treatment capacity. Hazen completed design, permitting, and construction oversight of the membrane facility. Ms. Wietgreffe provided process mechanical support throughout the design, construction, and startup phases, as well as construction management/office services.

Peele-Dixie Membrane Plant | Fort Lauderdale, FL

Ms. Wietgreffe served as Project Manager and Process Mechanical Engineer for the City of Fort Lauderdale's Peele-Dixie Membrane Plant. Design and construction oversight services included a 12-mgd membrane softening facility, two 4-mg storage tanks, related chemical storage and feed facilities, air strippers/clearwell, concentrate booster, and high-service transfer pump stations. Ms. Wietgreffe also completed startup and completion activities for this facility.

Continuing Professional Services Agreement | Hallandale Beach, FL

Ms. Wietgreffe serves as Project Manager for a continuing professional services agreement with the City of Hallandale Beach. Presently, Ms. Wietgreffe provides multiple engineers to the City to assist with operational assistance at the membrane plant, water and wastewater modeling updates, construction management assistance, preliminary design of high-service pump facilities, and planning assistance. Services also include planning for future water infrastructure and City-wide sanitary and water improvements, permitting assistance, and budgeting assistance.

Broward County Water and Wastewater Services (BCWWS) General Consulting Services | Broward County, FL

Project Manager for numerous projects completed under the 2002 and 2008 General Consulting Services for WWS Agreements for BCWWS in the following areas: water and wastewater treatment plants; water collection and wastewater distribution; hydraulic modeling; pumping stations; water wells and effluent disposal wells; water reclamation; ocean science and marine engineering; financial studies; and regulatory assistance. Projects include studies and design through construction administration services for multiple water and wastewater plant facilities including: NRWTP Headworks, Screens, and Force Main Redirects, Generator 4, Digester 3 Improvements, SCADA Improvements and Chlorination projects and disinfection improvements at the WTPs and pump stations.

Cooper City Continuing Professional Services | Cooper City, FL

Ms. Wietgreffe serves as Project Manager for several water and wastewater projects completed under the Cooper City Continuing Professional Services agreement since 2009. Projects include the Pine Island Road Pump Station, Lift Station 2 and 49 Improvements, Master Plan Update of the Feasibility Review of Infrastructure Improvements for Wastewater, and the Effluent Reuse and Disposal Master Plan.



Becki Rosenfeldt, PE

Regulatory Compliance
with LCRR and PFAS

Ms. Rosenfeldt specializes in corrosion studies, guiding regulatory agencies on LCRR implementation, aiding utilities in national compliance. Her expertise includes facilitating chloramine transitions, implementing corrosion control facilities, and creating comprehensive LCRR compliance programs, covering service line inventories, replacement plans, sampling, and customer communication.

Education

MS, Virginia Polytechnic and State University, 2004

BS, Civil Engineering, Bucknell University, 2002

Certifications

Professional Engineer: MA

Areas of Expertise

Lead and Copper
Rule Compliance

Drinking Water Quality
and Regulations

Corrosion Control

Lead Service Line
Identification and Removal

Hydraulic modeling of treatment
and distribution system

Mechanical Design

Experience

- 20 total years
- 2 years with Hazen

Professional Activities

American Society of
Civil Engineers (ASCE)

City of Fort Lauderdale Port Everglades Corrosion Control Evaluation | [Fort Lauderdale, FL](#)

Ms. Rosenfeldt served as Corrosion Expert and Technical Reviewer. This was an extensive effort in response to a Lead Action Level exceedance. The purpose of this study was to evaluate and recommend the optimal corrosion control strategy to mitigate lead corrosion in Port Everglades. A desktop evaluation of historical lead levels and water quality data in Port Everglades and Fort Lauderdale was completed. To obtain additional information on current water quality conditions in the Port, Hazen assisted Port Everglades in an extensive water quality data collection sampling program which included sequential sampling to evaluate lead profiles and determine specific sources of lead in the system. Distribution system blending of different water sources was also evaluated to determine the impacts of blending on corrosion control. Detailed recommendations for both short term and long-term corrosion control strategies were provided.

City of Miami Beach LSL Inventory Machine Learning Modeling and Predictive Analytics | [Miami Beach, FL](#)

Ms. Rosenfeldt served as Corrosion Expert and Lead Project Engineer. Project Manager. Hazen developed a machine learning (ML) model to identify LSLs. The ML model developed was trained using 13 predictor variables, including water network data, parcel data, census data, and a dataset of service lines with identified materials. Responsible for providing technical assistance on the LCRR program and development of ML model.

Miami-Dade County Water and Sewer Department Phase 1: Lead Service Line Replacement Plan and Inventory Assistance |

[Miami-Dade County, FL](#)

Ms. Rosenfeldt served as Program Advisor and Technical Expert. Miami-Dade County is one of the largest public utilities in the United States, serving 2.3 million residents. Hazen is assisting the County with developing an LSL Inventory and Replacement Plan. This includes the development of a service line identification strategy using a likelihood analysis, extensive collaboration with the County to develop identification criteria, and the establishment of a detailed replacement strategy.

City of Gainesville LCRR Compliance

[Program | Gainesville, GA](#)

Ms. Rosenfeldt served as Corrosion Expert and Lead Project Engineer. Program Manager and Technical Advisor. This program involves the development of a compliance action plan, LSL inventory, sampling program, and LSL replacement program. A key element of the action plan was the identification of available resources within Gainesville's planned improvement projects to streamline the integration of LCRR compliance tasks. Hazen is also working with the City to develop a robust sampling plan for schools and child-care facilities.

City of Greensboro Corrosion

[Control Study | Greensboro, NC](#)

Ms. Rosenfeldt served as Project Engineer. Extensive treatment program to assess optimal corrosion inhibition prior to conversion from free chlorine to chloramine disinfection. Water quality sampling was performed to assess the effectiveness of four different phosphate-based inhibitors and their ability to meet the Lead and Copper Rule requirements. Both long-term corrosion and passivation periods were evalu-

ated as well as the mixing of waters from different sources within the distribution system.

City of Chesapeake Lead Service Line Inventory, Replacement Plan, and

[Grant Funding | Chesapeake, VA](#)

Ms. Rosenfeldt served as Corrosion Expert and Technical Advisor. Hazen is continuing to support to the City's initiative to replace lead service lines (LSLs) and proactively prepare the LCRR compliance, which includes development of an LSL Inventory and Replacement Plan, sequential sampling, grant funding application, and regulatory coordination.

Baltimore City and Baltimore County Program Management Support for LCRR Compliance |

[Baltimore County, MD](#)

Ms. Rosenfeldt served as Technical Advisor. Through a combination of LSL inventory finalization, LSL replacement, sample plan development, customer outreach and compliance support services, Hazen is helping the City and County proactively prepare for compliance with the LCR Revisions. Hazen is developing advanced GIS analytics, a customer self-reporting portal, prioritization analysis, and machine learning software to aid in prediction of LSL locations. Sequential sampling was completed at sites with LSLs to proactively evaluate the impact of new LCRR sampling requirements on lead levels. This included a sampling protocol and encouraged residential participation in the program with test kits.

City of Tempe LCRR

[Compliance Program | Tempe, AZ](#)

Ms. Rosenfeldt served as Program Advisor and Technical Expert. This comprehensive implementation program includes the development of an LSL inventory, regulatory coordination, establishing an LSL Identification and Replacement Plan, updating the City's sampling plan, and developing an effective communications program.



Gerrit Bulman, PG

Lead: Water Supply;
Lead: Deep Injection Wells

Mr. Bulman has managed permitting, bidding, construction, and testing of industrial and municipal deep injection wells, ASR wells, reverse osmosis (RO) supply wells, shallow and deep monitoring wells, and stormwater drainage wells, as well as wellfield rehabilitation projects, throughout Florida.

Education

MS, Geological Sciences,
University of Alabama, 2005

BS, Geological Sciences, Brown
University, 2000

Certification/License

Professional Geologist: FL

Areas of Expertise

- Injection Well System Design, Permitting and Operation
- Floridan Aquifer Well Design
- Injection and Monitoring Well Planning
- Florida Hydrogeology
- Wellfield Rehabilitation

Experience

- 21 total years
- 3 years with Hazen

Professional Affiliations

American Water Works
Association

He has extensive knowledge of the Florida Department of Environmental Protection (FDEP), the Water Management Districts, and other state/local agencies in Florida. Other general areas of experience include EPA WIFIA and SRF funding, regulatory exemptions, design-build project management, injection well system operation and reporting, and Florida Keys, Bahamas and Caribbean hydrogeology.

His expertise spans the entire project life cycle, from permitting and bidding to construction and testing, with a focus on industrial and municipal deep injection wells, ASR wells, reverse osmosis supply wells, and monitoring wells. His in-depth knowledge extends to compliance requirements set by FDEP, water management districts, and various state/local agencies.

City of Boynton Beach ASR Well and East Plant Expansion Test Wells | [Boynton Beach, FL](#)

Served as Hydrogeologist and Project Manager responsible for the construction and testing of a Class V ASR well and two Floridan Aquifer monitor wells to assist the City meet its alternative water supply demand.*

City of Boynton Beach ASR Well

Operation Permitting | [Boynton Beach, FL](#)

Served as Hydrogeologist. Class V ASR Well operation permitting with FDEP UIC following nearly 11 years of cycle testing.*

City of Boynton Beach Deep Injection Well System Mechanical

Integrity Testing | [Boynton Beach, FL](#)

Served as Hydrogeologist and Project Manager. Wrote and certified FDEP approved plans for the 5-year FDEP/EPA mandated mechanical integrity testing, as well as managed water well contractor and field staff supervision during pressure testing, geophysical logging, and video surveying. Also prepared certified reports for FDEP, which included testing results and an evaluation of monitoring well water quality.*

**Miami-Dade Water and Sewer Department
Injection Well Program Management
Ocean Outfall Legislation Program |
Miami-Dade County, FL**

Management and Technical Lead for unprecedented scale injection well implementation project planning and program management. Over the next decade, the program will be responsible for installing 15-20 new large diameter (24-inch) injection wells to depths of approximately 3,000 feet to accommodate over 1 billion gallons of treated wastewater per day.

**City of Fort Lauderdale GT Lohmeyer Injection
Well System Operation Permit Renewal |
Fort Lauderdale, FL**

Mr. Bulman analyzed historical operating and testing data; prepared application for a successful five-year permit renewal for the five existing injection wells at the GT Lohmeyer WWTP. Managed landfill groundwater modeling and monitoring.*

**City of North Miami Injection Well and
Groundwater Remediation System for the
Munisport Landfill | North Miami, FL**

Hydrogeologist for a design-build \$15 million remediation project, which used a 3,200-foot-deep injection well for the disposal of ammonia contaminated groundwater at a closed landfill site.*

**City of Deerfield Beach Deep Injection Well
System Rehabilitation and Mechanical Integrity
Testing | Deerfield Beach, FL**

Hydrogeologist and Project Manager preparing planning documents and specifications for rehabilitation of the City's Class I industrial deep injection well at the West Water Treatment Plant.

**Toho Water Authority Sunbridge WTP Well #3 |
Osceola County, FL**

Technical Lead for the design, bidding, construction, testing and reporting for a 600-ft Floridan aquifer water supply well. The design included criteria for well drilling, geophysical logging, water quality testing, development, pumping testing and disinfection.

**Toho Water Authority Harmony WTP Well #3 |
Osceola County, FL**

Technical Lead for the design, bidding, construction, testing and reporting for a 600-ft Floridan aquifer water supply well. The design included criteria for well drilling, geophysical logging, water quality testing, development, pumping testing and disinfection.

**City of Largo WWRf Non-Surface Water Effluent
Disposal | Largo, FL**

Hydrogeology Technical Lead and QA/QC for the planning, design, permitting, services during construction, testing, funding assistance and reporting for two large diameter reclaimed water injection wells, associated monitoring wells and surface facilities.

**JEA Nassau Regional WRF UIC Exploratory Well
Feasibility, Design, Permitting, and Construction
Phase Services | Jacksonville, FL**

QA/QC and Senior Technical Reviewer. One exploratory well is under construction at the NRWRF to investigate the feasibility of ASR, aquifer recharge (AR), or deep well injection for excess reclaimed water during the rainy season.

Deep Injection Well System, Cudjoe Key, FL

Hydrogeologist responsible for design, permitting, FDEP Underground Injection Control (UIC) regulatory communication and hydrogeologic and construction data interpretation for the installation of a dual-zone monitoring well and deep injection well.*

**Feasibility Assessment of Class V Well
Demineralization Concentrate Disposal, St.
Johns River Water Management District, FL**

Hydrogeologist and Project Manager. Compiled hydrogeologic data from existing literature and databases using GIS. Also analyzed data to determine whether Class V disposal is a suitable concentrate management option in coastal northeast Florida, as well as wrote a technical memorandum summarizing the results of the analysis.*

* Under previous employment.



Angela Giuliano, PG

Water Supply; Deep Injection Wells

With 11 years as a hydrogeologist, Ms. Giuliano excels in permitting, well design, hydrologic data collection, water quality profiling, geophysical interpretation, well video logging, field geologic analysis, pump testing, and mechanical integrity testing. Her expertise spans public and private projects, including nanofiltration, reverse osmosis, raw water supply, and injection well projects in Florida.

Education

MS, Geology, Certificate in Hydrogeology and Environmental Geology, East Carolina University, 2014

BS, Geology, Radford University, 2009

Certification/License

Professional Geologist:
FL #3063

OSHA 10-Hour Construction

OSHA 40-Hour Hazardous Waste Operations and Emergency Response

First Aid CPR and AED Certificate

Areas of Expertise

- Surficial Aquifer and Floridan Aquifer Production Wells
- Water Supply Well Construction and Rehabilitation
- Injection Well Construction and Testing
- Injection Well Mechanical and Integrity Testing
- UIC Permitting
- Hydrogeology
- Project Management
- Field Activities and Contractor Oversight

Experience

- 11 total years
- 1 year with Hazen

Professional Affiliations

American Water Works Association and American Groundwater Trust

Her most notable projects have concentrated on the design, construction, rehabilitation, and testing of Floridan aquifer production wells and Class I injection wells. Ms. Giuliano’s most recent projects have included project management for the Ocean Outfall Legislation Program for Miami-Dade County for oversight and management of design consultants task authorization for services during construction. Simultaneously, Ms. Giuliano is providing project management assistance for the South Florida Water Management District Lake Okeechobee Watershed Restoration Project for construction and design management of aquifer storage and recover wells, local scale groundwater modeling, and treatment facilities.

South Florida Water Management District Lake Okeechobee Restoration Project, Aquifer Storage and Recovery Program | [Okeechobee, FL](#)

Ms. Giuliano served as Project Manager. She is providing project management assistance to the District Project Manager in managing project deliverables, performed by another consultant, in accordance with project schedules for various projects pertaining to the design and construction of aquifer storage and recovery wells, permitting, ground water modeling, treatment facility design and testing. Project management services include coordination of project meetings, technical review of deliverables, maintenance of project files, cash flow projections. Also providing design assistance and coordination with design consultant, manage project status and reporting, and invoice reviews.

Palm Beach County Water Utilities Department Water Treatment Plant 11 Production Wells Construction and Rehabilitation | [Belle Glade, FL](#)

Ms. Giuliano served as Hydrogeologist responsible for the project design, construction, development, acidization and testing of two new 14-inch

and 17.4-inch diameter Upper Floridan Aquifer production wells to supplement existing reverse osmosis raw water supply. In addition, the project included geophysical and video inspection, acidization, and testing of five existing production wells for raw water supply.

Town of Jupiter Surficial Aquifer and Upper Floridan Aquifer Wellfield Rehabilitation |

[Jupiter, FL](#)

Ms. Giuliano served as the Hydrogeologist. The project included preliminary well video logging and interpretation, rehabilitation oversight, development, testing, and post video logging for five production wells for nanofiltration supply and two for reverse osmosis supply.

City of Deerfield Beach West Water Treatment Plant Injection Well IW 1 FDEP UIC Operation Re-permitting Application |

[Deerfield Beach, FL](#)
Ms. Giuliano served as the Project Hydrogeologist. She prepared the application for permit renewal, coordinated with the FDEP, updated O&M manual, record drawings and cost estimate for plugging and abandonment on behalf of the City. In addition, prepared and submitted the 2017 Annual Summary Report to FDEP. Provided post-application services and correspondence with FDEP. Prepared the 2017 and 2023 permit application for renewal for the City.

Miami Dade County Water and Sewer Department Ocean Outfall Legislation (OOL) Program Injection Wells |

[Miami-Dade County, FL](#)
As Project Manager, Ms. Giuliano oversees program-level management, design consultant, and contractor supervision for the construction of 14 municipal injection wells at CDWWTP and NDWWTP. Her responsibilities also encompass managing consultant services for two consultants, reviewing invoices, pro-

cessing task authorizations, overseeing field quality control, and ensuring regulatory compliance.

City of Hollywood Southern Regional Wastewater Treatment Plant Mechanical Integrity Testing of Class I Injection Wells 1 and 2 |

[Hollywood, FL](#)
Ms. Giuliano served as the Project Hydrogeologist. She observed casing brushing, mechanical integrity testing to include well video survey, casing pressure testing, and radioactive tracer testing. Upon completion of MIT activities, a comprehensive report was prepared and submitted to FDEP on behalf of the City. She also provided coordination and correspondence with FDEP during testing.

City of Boynton Beach West Water Treatment Plant FDEP UIC Class I Injection Well, IW-1, Mechanical Integrity Testing |

[Boynton Beach, FL](#)
Ms. Giuliano served as the Project Hydrogeologist. She observed mechanical integrity testing to include well video survey, casing pressure testing, and radioactive tracer testing. Upon completion of MIT activities, she prepared a comprehensive report and submitted it to FDEP on behalf of the City. She also provided coordination and correspondence with FDEP during testing.*

City of Boynton Beach East Water Treatment Plant FDEP UIC Class V, Group 7, Aquifer Storage and Recovery Well 2 (ASR-2), FDEP Operation Permitting Application |

[Boynton Beach, FL](#)
Ms. Giuliano served as the Project Hydrogeologist. She prepared application for operation permit following 11 years of cycle testing, coordinated with the FDEP, updated O&M manual, updated record drawings and reviewed operational data on behalf of the City. Provided post-application services including review of Notice of Intent and Draft Permit.*

* Under previous employment.



Rama Rani, PG, GISP, CC-P Water Supply

With 24 years of expertise, Ms. Rani has extensive hands-on experience in surface and groundwater modeling across regional, sub-regional, and local-scale projects, coupled with a strong background in project management.

Education

MS, Environmental Sciences, Ohio University, 1996

B.Arch, Architecture, Regional Engineering College, Trichy, India, 1990

Certification/License

Professional Engineer: FL

Areas of Expertise

- Resiliency Analysis/Design
- Hydraulic and Hydrologic Modeling and Studies
- Flood Protection Level of Service
- GIS
- Water Supply Planning
- Water Resources Modeling
- Riverine and Coastal Flood Hazard Analysis
- Watershed Planning and Management Plans
- Climate Change Impacts on H&H Modeling
- Groundwater Modeling
- Saltwater Intrusion Modeling

Experience

- 24 total years
- 2 years with Hazen

Professional Activities

American Water Resources Association (AWRA)

Hydrology and Hydraulic (H&H) Modeling and Field Work, South Florida Water Management District (SFWMD) | West Palm Beach, FL
Section Leader. Supervised a group providing different types of modeling and field work to support modeling activity and other H&H projects. She was responsible for leading the Emergency Modeling Team (EMT) to effectively respond to emergency requests and situations (4 seasons); as well as responses to missions included modeling, scientific data analysis and field visits. Ms. Rani developed and obtained funding for a proposal to develop a real-time surface water forecasting and operating tool. She was responsible for calibration and development of base conditions surface and ground water integrated models for Kissimmee Basin. Ms. Rani served as Lead Modeler for MIKE model applications in the Kissimmee Basin (MIKE SHE/MIKE 11, MIKE FLOOD), Big Cypress Basin, Caloosahatchee Basin, and other basins in the SFWMD jurisdictional area. Ms. Rani served as Technical Lead for modeling of seepage management in South Dade, Florida. She was a contributing member for update of Local Mitigation Strategy (LMS), Palm Beach County, Florida. She also managed contracts for various projects, including deep level learning for forecasting of inflows using artificial intelligence. Ms. Rani also provided litigation support, when needed, for any cases that involve hydrologic modeling and/or data analysis.

Proposed Rule for Kissimmee River and Chain of Lakes Water Reservations | Various Locations, FL

Expert Witness for MIKE model used by SFWMD in developing water reservation rules needed for the protection of fish and wildlife.

Big Cypress Basin Model Update, SFWMD | Collier and Lee Counties, FL
Project Manager and Modeler. This project involves long-term and storm event H&H modeling to evaluate the FPLOS offered by SFWMD water management system under current and future conditions with sea level rise; the design storm simulation includes 5-, 10-, 25- and 100-year events. Groundwater model inputs extracted from SEAWAT BCB model. The model will help answer questions on many issues including flood risk driven by complex interactions between the natural and built environments, surface and groundwater, infrastructure system inadequacies if

any, increased development, and climate change impacts; recommendations will be made on mitigation and adaptation projects for SFWMD to combat climate change and sea level rise impacts.

Comprehensive Everglades Restoration Plan Modeling Management, Inter-agency Modeling Center (IMC), SFWMD | West Palm Beach, FL

Program Manager. Managed the SFWMD-IMC. IMC is the inter-agency body of SFWMD and the United States Army Corps of Engineers (USACE) that oversees all Comprehensive Everglades Restoration Plan (CERP) modeling, regional and sub-regional. The IMC provided guidance to PDTs and RECOVER (Restoration Coordination and Verification) based on thorough technical analyses with best available data and modeling tools.

Upper Kissimmee Basin Flood Protection Level of Service Assessment for Current and Future Conditions, SFWMD | Central Florida, FL

Project Manager and Modeler. This project involves development, calibration and application of H&H modeling for 26 watersheds in UKB to evaluate the flood protection level of service offered by SFWMD primary conveyance system under current and future conditions. Recommendations will be made on mitigation and adaptation projects for the central Florida area to consider in the 4000+ square-mile domain.

Flood Protection Level of Service Assessment for Current and Future Sea-Level Rise Conditions, SFWMD | Miami-Dade County, FL

Project Manager and Modeling Lead. Conducted a Hydrology & Hydraulics study and modeling to assess the watersheds and water management infrastructure to determine the flood protection level of service under current and future conditions with sea level rise. This information is for use by the SFWMD, local governments, and other state and federal agencies to identify areas where improvements to the design, construction and operations or upgrade of facilities are required. The 550-square-mile MIKE model calibrated for this study will be used to make recommendations for flood mitigation projects. The model domain in Miami-Dade County covers C-4 basin on north, C-111 on south, L-31N canal on the west and Biscayne Bay on the East.

Grove Land Reservoir and Stormwater Treatment Area Modeling, SFWMD | Northern Okeechobee and Southern Indian River Counties, FL

Lead for integrated modeling of a 3,000-square-mile area on the east coast of Florida to assess the environmental benefits. Assessment to include timing and distribution of flows to the lagoon and estuaries, movement of saltwater interface and simple analysis to check impact on TMDL of impaired water bodies. Groundwater model inputs from SEAWAT based East Coast Florida Transient model (ECFTX) built for Central Florida Water Initiative (CFWI) are included in the surface water-groundwater model, ensuring inclusion of MFLs and other considerations.

Loxahatchee River Watershed Restoration Plan | Jupiter, FL

The Watershed Restoration Plan is part of a Comprehensive Everglades Restoration Plan, and the project objective is to restore and sustain the overall quantity, quality, timing, and distribution of fresh water to the Loxahatchee River (MFL), Florida's first federally designated "National Wild and Scenic River". Surface water and groundwater modeling performed for this study included alternatives to augment the work of SFWMD and USACE. This project used the SEAWAT model code.

Loxahatchee River Restoration Local Initiative and Mecca Site Evaluation | Palm Beach County, FL

Modeling Lead. Project is part of Comprehensive Everglades Restoration Plan. The project objective is to restore and sustain the overall quantity, quality, timing, and distribution of fresh water to the Loxahatchee River, Florida's first federally designated "National Wild and Scenic River." The Loxahatchee River Watershed Restoration Local Initiative Evaluation was a study intended to provide technical information on the feasibility of additional alternatives that specifically address county concerns on the Technically Selected Plan. Surface water and groundwater modeling performed for this study included alternatives to augment the work of SFWMD and U.S. Army Corps of Engineers. The model code used was SEAWAT with customized, additional surface water model capabilities.



Nandita Ahuja, PE, P.Eng

Water Distribution; GIS/Data Management

Ms. Ahuja has over nine years of experience in environmental engineering in the areas of master planning, hydraulic modeling, process modeling (BioWin and CFD), design and construction on a variety of water/wastewater infrastructure facilities. She also has experience in developing specialized data dashboards and excel based programs for projects.

Education

MS, Civil Engineering, Virginia Tech, 2015

BE, Environmental Engineering, Delhi College of Engineering, 2012

Certification/License

Professional Engineer: FL

Areas of Expertise

- Water and Wastewater Treatment Plants
- CFD Modeling
- BioWin Modeling
- Hydraulic Modeling
- Design Construction
- Permitting
- Master Planning

Experience

- 9 total years
- 8 years with Hazen

Professional Activities

Water Environment Federation

American Water Works Association

Water Hydraulic Model Development | Miami Beach, FL

The project involved development and calibration of a GIS-based Water Distribution System Hydraulic Model in InfoWater for the City of Miami-Beach. The City receives treated water from Miami-Dade Water and Sewer Department through 5 points of entrance that were used as boundary conditions in the model. Additionally, the model includes 180 miles of piping, six booster pump stations, four water storage tanks and approximately 1,400 hydrants. Model development activities include extensive use of SCADA information to accurately represent operational strategy in the InfoWater model. The model will be used to define the hydraulic capacity of the existing water distribution system and its components under different fire flow and operational scenarios, and to evaluate the impact of proposed developments in the service area. Ms. Ahuja served as the hydraulic modeler and was involved in all stages of the project.

Ocean Outfall Legislation Program | Miami-Dade Water and Sewer Department, FL

This \$2.2 billion, 11-year program includes upgrades to Miami Dade's three existing wastewater treatment plants, including the addition of injection wells for effluent disposal . Ms. Ahuja serves as the Project Engineer for evaluating process alternatives for expansion of the three facilities to meet the projected loads for the 2035 planning horizon and meeting the requirements of the Ocean Outfall Legislation. She was also responsible for developing and maintaining a intuitive and informative dashboard for visualization and analysis of the extensive operational and reporting data collected for the three plants.

North County Reclaimed Water System Expansion | Broward County, FL

Ms. Ahuja serves as the Project Manager responsible for coordinating the development of the hydraulic model for the existing reclaimed water system and potential expansion of the reclaimed system. The project also involves performing field data collection for the model calibration and utilization of the calibrated hydraulic model for assessment of future conditions to maintain the required level of service.

Water Master Plan - General Utilities Engineering Services | Plantation, FL

The project includes development of a Water Master Plan to define both short-term and long-term planning goals through the year 2040 including goals that serve to optimize operation and management of City's entire water system. A key task for this project includes development and calibration of a new water distribution system hydraulic model using the InfoWater modeling platform. The model is used to identify capacity issues within the distribution network, evaluate recommended improvements and address possible water quality concerns. Ms. Nandita's role in the project involved development of the InfoWater model and using the calibrated model to evaluate short term and long term distribution system projects for the City. Ms. Ahuja also developed a Power BI dashboard for communicating the modeling results to the City for effective review and feedback.

Water and Wastewater Master Plan | Sunrise, FL

The project includes the development of updated Water and Wastewater Master Plans which will reflect and evaluate the current land use development, water demands, asset conditions, treatment plants capacities, and wastewater flows. The project includes the update and calibration of the WaterCAD Water Hydraulic Model to analyze the existing water distribution. City of Sunrise's water hydraulic model application includes general network performance evaluation, fire flow availability assessment, water age mapping, storage availability evaluation, and definition of methods to reduce water age. Project also includes the

update and calibration of the wastewater force main model to include flows and boundary conditions imposed by the connection with an adjacent municipality. Ms. Ahuja serves as the Project engineer to assist in the water hydraulic model development tasks and Capital improvement plan related tasks. As part of the project, Ms. Ahuja also developed an optimization tool for determination of a prioritized Capital Improvements Plan based on funding constraints, risk and cash flow. She also developed a data dashboard for visualization and assessment if the various components of the Capital Improvements Plan.

East Central Regional Water Reclamation Facility | Palm Beach County, FL

A 22 MGD high-level disinfection (HLD) facility, which is located on the East Central Regional Water Reclamation Facility (ECRWRf) site utilizes deep-bed filters and sodium hypochlorite disinfection to treat a portion of the main ECRWRf plant's secondary effluent to FDEP high-level disinfection standards to meet industrial cooling water demands at the Florida Power and Light West County Energy Center. The project involves identifying potential treatment strategies to allow the County plant to meet HLD effluent quality requirements and handle fluctuations in secondary effluent quality. Ms. Ahuja serves as the Project Engineer and is assisting in development of conceptual level evaluation of treatment alternatives including preliminary sizing and cost estimation based on the historical water quality data.

JEA Buckman WRF Struvite Mitigation Evaluation | Jacksonville, FL

The purpose of this project was to assess struvite formation in the facility and evaluate alternatives for struvite mitigation and provide recommendations for the preferred mitigation alternative(s). Ms. Ahuja was responsible for review of the historical plant data and field sampling data and determining the location and extent of struvite formation potential at the facility using a calibrated BioWin™ model.



Briana Parbus, PE

Water Distribution

Ms. Parbus has been involved in a variety of projects ranging from hydraulic modeling, wastewater treatment, and potable water treatment.

Education

BS, Environmental Engineering,
University of Central Florida, 2015

MS, Environmental Engineering,
University of Central Florida, 2019

Certification/License

Professional Engineer: FL

Areas of Expertise

- Distribution System Hydraulic Modeling
- Collection System Hydraulic Modeling
- Surge Analysis Modeling
- Pump Station Design
- Pipeline Design

Experience

- 8 total years
- 8 years with Hazen

Professional Activities

American Water Works
Association

Florida Water Environment
Association

Water Environment Federation

City of Sunrise Model Rebuild and Unidirectional Flushing Plan | [Sunrise, FL](#)

Ms. Parbus served as Project Engineer for the development of a unidirectional flushing plan. The rebuilt hydraulic model will be used to determine flushing path and duration. This plan will be used to improve water quality throughout the distribution system and will be implemented by the City of Sunrise.

City of West Melbourne WTP Feasibility Analysis | [West Melbourne, FL](#)

Hazen performed a detailed evaluation regarding the feasibility of developing a new water treatment plant and related infrastructure in lieu of obtaining potable water from an outside entity. As a Project Engineer, Ms. Parbus's responsibilities included creation and calibration of a model which will be used to assess water treatment plant placement and source water selection, as well as determining conveyance and distribution needs. Additional duties include GIS mapping, cost estimation, and report contributions.

City of Sarasota Utilities Department Potable Water Hydraulic Modeling | [Sarasota, FL](#)

Project Engineer for the development of a potable water hydraulic model used for monitoring operating conditions and water quality, as well as identifying potential hydraulic concerns and impacts on future demands. Ms. Parbus participated in the development of the field test plan to collect necessary data and was responsible for coordinating and performing the field testing task. Additionally, she developed and calibrated the hydraulic model and currently provides as-needed modeling to update the model with City development projects.

National Park Service Fort Pickens Campground Hydraulic Modeling and Water Quality Assessment | [Pensacola Beach, FL](#)

Ms. Parbus served as Project Engineer for the development of a potable water hydraulic model for the National Park Service. The model will be used for monitoring operating conditions and water quality, and will improve the unique operating conditions at the campground. She par-

ticipated in the development of the field test plan to collect necessary data and was responsible for coordinating and performing the field testing task. Additionally, she is developing and optimizing the hydraulic model.

**Seminole County Heathrow Well 4 Replacement |
Seminole County, FL**

Seminole County Environmental Services has requested Hazen to design and construct a replacement well at the decommissioned Heathrow Water Treatment Plant. Flow from this well will be directed to the Markham Water Treatment Plant. An additional pipeline will be designed and installed to create redundancy for Wells 2, 5, and 6 flowing to Markham. Ms. Parbus serves as the Project Engineer and is responsible for the hydraulic modeling associated with the pipeline design, pump design, and site visits.

**Seminole County Oxford Road Water Main
Improvements | Seminole County, FL**

The Oxford Road Water Main Improvements were a response to the extension of Oxford Road. The project includes replacement of 600 linear feet of PVC force main, 1,300 linear feet of asbestos cement water main, 1,700 linear feet of PVC water main, and 1,060 linear feet of gravity sewer. The project also included replacement of 6 manholes. Ms. Parbus served as Project Engineer and her duties included specification writing, pipeline configuration, and assembly of construction drawings.

**Hillsborough County Phase 2 Valve
Assessment and Replacement Program |
Hillsborough County, FL**

Ms. Parbus is assisting with the assessment and replacement of valves within Hillsborough County's water distribution system, in order to proactively remove faulty valves. Her responsibilities include GIS data management, valve identification, and survey.



Taylor Bomarito, PE

Water Distribution

Mr. Bomarito's project experience includes design of trenchless, aerial, and open-cut pipelines along a variety of challenging corridors requiring extensive permitting.

Education

ME, University of Florida,
Environmental Engineering, 2012

BS, University of Florida,
Environmental Engineering, 2011

Certification/License

Professional Engineer: FL

NASSCO PACP Certification

Areas of Expertise

- Pipeline Design
- Trenchless Technologies
- Horizontal Directional Drilling
- Wastewater Facility Construction

Experience

- 11 total years
- 10 years with Hazen

Professional Activities

Water Environment Federation

Florida Water Environment
Association

American Water Works
Association

He has significant expertise in the delivery of water distribution, sewer collection and stormwater infrastructure projects.

Town of Lake Park US-1 Water Distribution and Sewer Force Main Replacement (Phase 2) | [Lake Park, FL](#)

Mr. Bomarito is serving as Project Manager and Engineer-of-Record for the replacement of water main and force main within FDOT's US-1 right-of-way in the Town of Lake Park. The design includes approximately 3,800 lf of 6-inch to 10-inch DIP water main and 725 lf of 8-inch DIP force main, along with modifications to existing gravity sewer. A portion of the project requires replacement-in-place of the existing asbestos cement water main. The project design is ongoing.

Town of Jupiter (TOJ) Floridan Aquifer and Surficial Aquifer Raw Water Line Extensions | [Jupiter, FL](#)

Mr. Bomarito is serving as Project Manager and Engineer-of-Record for the extension of approximately 17,000 lf of 8-inch to 24-inch HDPE raw water main. The project corridor includes SFWMD, PBC, FDOT, and TOJ rights-of-way, with pipe alignment varying between the roadway and utility easements. The design includes parallel electrical and fiber optic conduit and structures, as well as connections to existing and proposed Floridan and Surficial Aquifer wells. The project design is ongoing.

City of Miami Beach Venetian Causeway Water and Sewer Main Upgrades | [Miami Beach, FL](#)

Mr. Bomarito is serving as Engineer-of-Record for the replacement of 8,700 lf of 8-inch to 30-inch water main and force main located along a County causeway crossing ten bridges. The design includes 7,500 lf of 36-inch water main and 5,000 lf of 12-inch force main installed by subaqueous horizontal directional drill. The project is very carefully coordinated with stakeholders due to the imminent replacement of the subject bridges and the associated potential conflicts. Extensive permitting is involved: Army Corps of Engineers, Florida Department of Transportation, Florida Department of Environmental Protection and Miami Dade County Department of Environmental Resource Management. The project design is ongoing.

Town of Jupiter Alternate A1A/Damon Bridge Water Transmission Main Replacement and Force Main Installation | Jupiter, FL

Mr. Bomarito served as Project Manager and Engineer-of-Record for the joint project between the Town of Jupiter and the Loxahatchee River District. The project includes the replacement of an existing 20" aerial steel water main with a new 12" steel main along with the installation of a new 16" stainless steel force main. Both pipelines, supported on bridge bent pipe supports, include provisions for expansion/contraction and tie-in to underground piping on either side of the bridge. The project included extensive permitting due to the nature of the ~1,000 lf aerial crossing over a State water body, the Loxahatchee River. Stakeholders include: Army Corps of Engineers, Florida Department of Transportation, Florida Department of Environmental Protection, Palm Beach County Department of Health, Town of Jupiter.

Town of Jupiter Indiantown Road Raw Water Main Crossing | Jupiter, FL

Mr. Bomarito is serving as Project Manager and Engineer-of-Record for the extension of approximately 1,500 lf of 24-inch HDPE raw water main installed via directional drilling. The project, which included crossings of an FDOT roadway and a SFWMD/USACE canal, required extensive permitting. Construction of the project is ongoing.

Seacoast Utility Authority Northlake Boulevard Water Distribution and Sewer Force Main Replacement (Phase 1) | North Palm Beach, FL

Mr. Bomarito is serving as Project Manager and Engineer-of-Record for the replacement of all water main and force main within the 106-ft right-of-way along Northlake Boulevard, a six-lane County roadway. The design includes approximately 12,000 lf of 6-inch to 12-inch DIP water main and 1,500 lf of 4-inch DIP force main installed by open cut, along with approximately 500 lf of 6-inch HDPE installed by directional drill and 1,200 lf of existing 12-inch force main rehabilitated via Cured-in-Place Piping (CIPP). Also included in the design is approximately 30 tie-ins to the existing systems, 150 utility conflicts, replacement

of 130 commercial water services and 15 fire hydrants, and abandonment of existing asbestos cement piping. The project required extensive stakeholder coordination due to the highly developed, commercial nature of the corridor and presence within multiple jurisdictions.

Town of Jupiter Penn Park Water Infrastructure Improvements | Jupiter, FL

Mr. Bomarito is serving as Project Manager and Engineer-of-Record for the project to replace existing backyard asbestos cement water mains with new mains in the right-of-way for the Penn Park residential and commercial areas. The project generally consists of abandoning backyard mains and water services and constructing approximately 15,000 lf of new 6-inch PVC and DIP water mains, services and meters with the right-of-way. Also included is approximately 600 lf of 6-inch HDPE water main located within a narrow easement behind commercial properties.

Town of Cary-Raleigh Water Supply Interconnections | Cary, NC

Mr. Bomarito served as a Project Engineer, Construction Manager, and Resident Project Representative for the interconnection project, which included 5,500 lf of 8" to 16" open-cut ductile iron water main, 3 jack and bored roadway crossings, and the modification of two existing pump stations. The pipelines were located along several high traffic roadways and intersections, requiring extensive maintenance of traffic and coordination with NCDOT.

OWASA Ridge Road Water Main Rehabilitation | Carrboro, NC

Mr. Bomarito was the Project Engineer for the cured-in-place pipe (CIPP) rehabilitation of 1,600 lf of 12" and 8" water distribution system water mains. The project was the first CIPP water main constructed in the state of North Carolina. The project was located in a heavily developed corridor of the University of Chapel Hill campus and required significant coordination with traffic, public transportation, public safety, and campus events and schedules.



Sean Fitzgerald, PE

Wastewater Collection; Sewer Rehabilitation

Mr. Fitzgerald currently serves as Hazen's Conveyance Practice Group Led and Midwest Asset Management Lead.

Education

MS, University of Cincinnati, Environmental Engineering, 1994

BS, University of Cincinnati, Civil Engineering, 1992

Certification/License

Professional Engineer: FL, NY, OH, KY, TX, MN, DC

NASSCO PACP/LACP

BAM-I Asset Management Certification

Areas of Expertise

- Sewer and Water Master Planning
- Sewer and Force Main Assessment and Rehabilitation
- Hydraulic Analysis
- Pipe and Pump Station Design

Experience

- 33 total years
- 16 years with Hazen

Professional Activities

Water Environment Federation

- Collection System Committee

Ohio Water Environment Association

- Collection System Committee

American Waterworks Association

Kentucky-Tennessee Water Environment Association

He has extensive experience in conveyance asset management helping numerous utilities develop and implement programs to proactively plan for operations, assessment and renewal. He has helped lead the development of key software tools on numerous projects to help ensure project efficiency and support their asset management efforts.

City of Fort Lauderdale Sewer Design and Consent Order (CO) Implementation Program Management | [Fort Lauderdale, FL](#)

Mr. Fitzgerald provides technical support for the City's CO Implementation. The Florida DEP CO requires the City to develop and implement a robust AM/CMOM and capacity improvement program to reduce spills associated with lack of capacity, pipe failures and blockages. Technical support for the condition assessment of the City's 111-mile force main system focusing on corrosion risk analysis with pipe to soil potential measurements. Played key role in gaps analysis, development of levels of service and performance measures, and risk assessment. Key activities include acting as Senior Project Manager for the City for its Cityworks implementation Phase 1 and Phase II, providing technical assistance with development of workflows, business processes, and geodatabase design for implementation.

City of Sunrise Water and Sewer Master Plan | [Sunrise, FL](#)

Mr. Fitzgerald provided technical support for the comprehensive asset master plan. The project included the development of a risk model and Power BI asset renewal tool that allows users to adjust funding and easily visualize impacts on risk profile. The output was an optimized CIP based on maximizing risk reduction for each dollar spend and funding available.

City of Boca Raton Pressure Pipe Assessment and Rehabilitation Program | [Boca Raton, FL](#)

Mr. Fitzgerald served as Technical Lead for the program to develop and implement a prioritized water distribution and force main condition assessment and rehabilitation/replacement program for the entire City. The program includes the development of a refined risk model resulting in the use of remaining useful life and consequence of failure to support

condition assessment and asset renewal funding planning resulting in a living Master Plan.

Miami-Dade Water and Sewer Department Government Cut Deep Utility Relocation (Design-Build) | Miami, FL

The project included horizontal directional drilling of a new 24-inch water main and the microtunneling of a new 60-inch sewage force main inside a 72-foot steel casing. The project required the utilities to be lowered since the original lines were too shallow to allow for the dredging. The microtunneling portion included the design of an innovating retrieval shaft using secant piles combined with grout and a fabricated steel caisson.

Sarasota County CMOM Program Development and Implementation | Sarasota County, FL

Mr. Fitzgerald served as Technical Lead for the development and implementation of the Sarasota County CMOM program. The CMOM program includes components for capacity assessment, capacity assurance and the development and implementation of the Collection System Asset Management Plan (CSAMP). The CSAMP includes ESRI model builder risk models for all collection and transmission system assets.

Jefferson County Department of Environmental Services Collection System Asset Management Program | Jefferson County, AL

Mr. Fitzgerald supervised the development and implementation of the highly successful comprehensive asset management program for the 3,100-mile JCDES system. The program included the development of a risk analysis and prioritized condition assessment and rehabilitation and O&M program for all collection and transmission system assets including all gravity sewers, pump stations, and force mains. Advanced hydraulic models, HazenQ software, and optimizer

software identified cost-effective I/I reduction alternatives to provide significant long-term savings over traditional approaches. Pilot testing of the I/I removal program has been highly effective removing over 80% of rainfall derived I/I through comprehensive rehabilitation approaches. Project includes the development and calibration of 10 collection system models for the 3,100-mile Jefferson County Alabama collection system using InfoWorks software. Capacity assessments were conducted under current and future development conditions. Prioritized remedial measures were developed for areas with capacity constraints. The System-wide InfoWorks ICM model includes: 156 pump stations, 69 miles of force mains, and 922 miles of gravity sewer.

City of Nashua Collection System Risk Analysis for CMOM Program | Nashua, NH

Mr. Fitzgerald served as responsible for development of the collection system risk analysis as part of the City's CMOM program. The risk analysis included the development and implementation of a GIS-based risk model that took into account likelihood and consequence of failure to develop an overall risk score for each pipe.

City of Reading Priority Sanitary Sewer Evaluation | Reading, PA

Mr. Fitzgerald served as Technical Lead to assess the entire 175-mile Reading collection system as part of its Consent Decree Compliance. The approach was to characterize and prioritize the field assessment using existing data and new flow meter data. Our HazenQ software was then used to develop robust I/I statistics to prioritize basins. An all-pipes Infoworks model was also developed and calibrated to further refine and confirm problem areas for assessment. The priority areas were then assessed on half of the normal time and budget using RedZone Solo cameras.



Christopher Kish, PE, ENV SP Pump Stations; Lift Stations

Mr. Kish has played a key role in assessing, designing, overseeing QA/QC, obtaining permits, managing bids and awards, and supervising the construction of numerous water, wastewater, and stormwater infrastructure projects in Florida and internationally. Notably, he has contributed to the completion of over 70 pump stations, particularly in Miami-Dade and Broward counties.

Education

BS, Civil Engineering, Florida International University, 1994

Certification/License

Professional Engineer: FL

Envision Sustainability Professional (ENV SP)

Areas of Expertise

- Pump Station Design
- Pipeline Design
- Water and Wastewater Plant Mechanical Design
- Hydraulic Modeling
- Project Management
- Construction Management
- Master Planning
- Asset Management

Experience

- 29 total years
- 29 years with Hazen

Professional Activities

American Water Works Association

He has also designed approximately 84 miles water and force main improvements ranging in size from 6 to 42 inches.

Miami-Dade Water and Sewer Department Ocean Outfall Legislation (OOL) Program | [Miami-Dade County, FL](#)

Mr. Kish served as Wastewater Collection Senior Technical Consultant (STC) for this \$2.2-million master planning program to address implications of new state regulations as well as threats of sea level rise and storm surge to their wastewater infrastructure. The 11-year OOL Program is driven by a regulatory mandate from the Florida Legislature to dramatically reduce wastewater discharge to the Atlantic Ocean by 2025. As a subconsultant to another national firm, Hazen shares responsibility for wastewater system master planning, as well as management of the overall delivery of a long-term program encompassing design, procurement, construction, and commissioning of approximately 26 major capital projects. Hazen used Envision as a master-planning tool for the OOL Program. Envision validated and expanded upon the initial drivers for the Master Plan identified by the client. As STC under the OOL Program, Mr. Kish was tasked with reviewing proposed large-diameter pipelines and booster station improvements and consultant Basis of Design Reports (BODR), as well as performing field visits.

City of Coral Gables Cocoplum 1 Pump Station (PS-CC1) and Force Main Upgrade | [Coral Gables, FL](#)

As Project Manager, Mr. Kish was responsible for conducting site visits to confirm as-built data, development of the basis of design report, plans/specifications, and permitting as well as bid/award services. The project involved improvements to the Cocoplum 1 Pump Station and discharge force main that required modifications to the station's mechanical, structural, electrical, and instrumentation systems. Improvements in-

cluded installation of a new wet well and valve/meter box and associated piping. The new 12-inch PVC force main from the station to the City's existing transmission main in Old Cutler Road will eliminate the need for PS D to re-pump Cocoplum 1, thus freeing up capacity at station D. Under the City's new sustainability requirements, the project was also evaluated for Envision® certification. Hazen assisted the City in utilizing Envision® throughout the design and construction phases. In 2022, the project was awarded a Bronze Envision® award—the first in the State for a wastewater infrastructure improvement project. Additionally, the project won the “Resilient Project of the Year” in the Green Utility Category by the Resilient Utility Coalition in January 2018.

City of Hialeah Phase 1 and 2 Pump Station Improvements | Hialeah, FL

The City of Hialeah owns and operates in excess of 90 pump stations. To stay in compliance with the MD-CC-mandated 10-hour runtime criteria, the City was required to perform upgrades to 14 pump stations between 2016 and 2021. Station horsepower range from 20 to 387, and capacities from 0.5 to 21.6 mgd. All proposed stations were submersible in configuration and include duplex to quadruplex layouts. In order to transmit the flows generated by these proposed station improvements, it was necessary to design force main improvements totaling 31,330 LF ranging in size from 8 to 36-inches in diameter. As Project Manager, Mr. Kish was charged with the collection of field data, survey coordination, hydraulic modeling, BODR development, permitting, and Bid/Award service. He also provided assist during construction, including shop drawings review, RFI resolution, field visits, and the issuance of the certification of completion.

City of North Miami Beach Pump Station Improvement Program (PSIP) | North Miami Beach, FL

The City of North Miami Beach owns and operates 34 pump stations. To standardize around the submersible

configuration and increase reliability moving into the future, the City decided to upgrade 10 stations. Mr. Kish oversaw the design, permitting of two of the 10 station and obtained approval for SRF funding on a fast-track basis. Prior to moving onto the bidding phase, Hazen performed a constructibility review of the other eight stations designed by other consultants. Subsequent to the bid/award process, the City requested Hazen to provide construction oversight for all 10 pump station in order to have one point of contact. Mr. Kish also served as Project Manager and Construction Manager, conducting construction phase meetings, reviewing/approving shop drawings and pay requests as well as performing periodic site visits and issuing the certification of completion for each station. Additional tasks involved quarterly reporting SRF representatives regarding project status.

City of Coral Gables General Services | Coral Gables, FL

The City of Coral Gables owns and operates its wastewater collection/ transmission system comprised of 35 pump stations, 71 miles of gravity main and 19 miles of force main ranging in size from 4 to 36-inches in diameter. Over the past 25 years, Mr. Kish has served as Project Manager assisting the City with upgrades to 13 of its pump stations ranging in size and capacity from 20 to 75 HP and 0.5 to 6.5 mgd respectively. Concurrently, he designed approximately 31,400 LF of force main piping ranging in size from 6 to 20-inches in diameter. All upgrades were performed as a means to reduce station operating times or to remain in compliance with DERM Consent Agreement. Improvements have been conducted in the right-of-way as well as easements, and has involved several canal crossings. As part of the projects, Mr. Kish has conducted field visits, performed hydraulic modeling, developed BODRs and contract documents, and assisted during bid/award phases, subsequently providing construction oversight necessary to implement/certify the projects.



Michael Wengrenovich, PE

Lift Stations

Mr. Wengrenovich has served as lead design engineer and/or construction manager for numerous lift station and associated pipeline projects in Florida.

Education

BS, Civil Engineering, Clarkson College, New York, 1979

Certification/License

Professional Engineer: FL

Areas of Expertise

- Injection Well Design
- Construction Management
- Permitting
- Civil Design
- Mechanical Systems Design
- Pipeline Design
- Pump Station Design
- Condition Assessments

Experience

- 44 total years
- 43 years with Hazen

Professional Activities

American Society of Civil Engineers

American Concrete Institute

American Water Works Association

National Association of Corrosion Engineers

Society for Protective Coatings

Water Environment Federation

Florida Engineering Society

He has extensive experience in pipeline and civil/site work design for wastewater and water facilities. He has over 43 years of experience with the planning, design and construction of water resource projects including treatment facilities, pumping stations, injection wells, and pipelines for municipalities throughout South Florida.

City of Miramar Pump Stations | [Miramar, FL](#)

Hazen designed several pump stations for the City of Miramar for which Mr. Wengrenovich has participated. Mr. Wengrenovich was responsible for design cost estimating, permitting and construction services for the rehabilitation of Lift Stations 2, 5, 6, 7, 11, 13, B and C. He assisted with the development of lift station design standard for the City and provided quality control / quality assurance for the Master Pump Station Upgrades, Injection Well Pump Station at the WRF, the wastewater transmission system and the reclaimed water main. Mr. Wengrenovich also assisted the City with repairs to the pipeline crossing under the Turnpike Extension in Miramar.

City of Fort Lauderdale Coral Ridge Pump Station Rehabilitation Project | [Fort Lauderdale, FL](#)

Mr. Wengrenovich served as Lead Design Engineer on the City of Fort Lauderdale Coral Ridge Pump Station Rehabilitation Project. This pump station was converted from a conventional wet well design to an in-line booster station after the wetwell wall failed, and Hazen was retained to redesign the facility on an emergency basis. Mr. Wengrenovich is working with the contractor selected by the City of Fort Lauderdale and currently making the repairs.

City of Plantation Water and Wastewater Continuing Engineering Services | [Plantation, FL](#)

Hazen has assisted the City of Plantation with planning, design, and construction projects from 2000 to date. Various City projects completed by Hazen with Mr. Wengrenovich performing key roles have included: raw water pump station improvements, water main and wastewater force main design, lift station repair, master pump station design, alternative water supply planning; headworks coating system restoration, injection

well liner replacement, Floridan aquifer monitor well construction, aeration basin repair, water treatment plant expansion, high service pump station construction, digester evaluation, generator replacement, fuel tank replacement, WWTP permitting, and injection well permitting.

City of Sunrise General Wastewater Consulting Services | [Sunrise, FL](#)

Hazen has served as the professional engineering consultant for wastewater infrastructure projects for the City of Sunrise since 2004. The City owns and operates three wastewater treatment plants that are interconnected via force mains and about 210 lift stations. Some of the work performed by Mr. Wengrenovich to date under this contract includes development of standard specifications, lift station upgrades and force main design, injection well pumping system, WWTP aeration system, and injection well testing and permitting. Service areas include Sunrise, Weston, and portions of Davie and Southwest Ranches.

City of Fort Lauderdale Multiple Pipeline Projects | [Fort Lauderdale, FL](#)

Mr. Wengrenovich directed the pipeline project to provide water and wastewater service to the Broward County Southern Resource Recovery Facility and the City of Fort Lauderdale Compost Plant. This project included extensive coordination among the City, Broward County Office of Environmental Service, and the Florida DOT in association with the construction of I-595.

City of Tamarac General Consulting Services | [Tamarac, FL](#)

Mr. Wengrenovich served as Project Director and Project Engineer on hydraulic studies, water supply wells, water mains, force mains, gravity sewers, water treatment plant expansion and improvements and pump station projects from planning through design and construction under a general consulting services contract. He was responsible for the design, permitting and construction management of six 12-inch diameter potable water wells and the rehabilitation of an existing 12-inch potable water well.

City of Miami Beach Constructability Reviews | [Miami Beach, FL](#)

For the City of Miami Beach, Mr. Wengrenovich has performed constructability reviews for pump stations, water main and storm sewers of the \$195 million infrastructure improvement project. He served as Project Engineer on multiple of construction projects, including water treatment plant expansions and modifications, water mains, force mains, water supply wells, pump stations, and pump station rehabilitation projects.

Pump Station Design and Construction for Multiple Projects | [South Florida, FL](#)

Mr. Wengrenovich served as Design Engineer and Project Manager on several pump station projects, including water main replacement projects, force main construction, sewer rehabilitation, wastewater pump station rehabilitation and a variety of projects involving modifications and improvements to treatment facilities. Design, construction and rehabilitation services were performed for multiple lift station including the City of Hollywood, the Loxahatchee Environmental Control District, Broward County, and the City of Sunrise.

Broward County Water and Wastewater Services General Wastewater and Water Engineering Services | [Broward County, FL](#)

Hazen provided general professional consulting services to Broward County Water and Wastewater Services under the 2002 and 2008 Agreements in the following areas: water and wastewater treatment plants, water collection and wastewater distribution, hydraulic modeling, pumping stations, water wells and effluent disposal wells, water reclamation, ocean science and marine engineering, financial studies and regulatory assistance. Hazen completed over one hundred separate projects under that Agreement.

City of Boca Raton Water, Wastewater and Reclaimed Water Continuing Engineering Services | [Boca Raton, FL](#)

Hazen has assisted the City of Boca Raton with planning, design, and construction projects from 1995 until today. Various City projects have been completed by Hazen including several pump stations.



Ethan Heijn

Infiltration/Inflow (I/I) and SSES

Mr. Heijn brings extensive experience in environmental engineering, focusing on evaluation and rehabilitation of infiltration and inflow in sanitary sewers, including sanitary sewer evaluation surveys, infiltration/inflow analysis, sewer peak flow hydraulic modeling, gravity and pressure pipe assessment, flow monitoring and sampling studies, and sewer rehabilitation programs.

Education

MS, Civil and Environmental Engineering, Duke University, 1991
BA, History, Vassar College, 1985

Certification/License

Professional Engineer: GA

Areas of Expertise

- Infiltration/Inflow Analysis/SSES
- Collection System Design
- Utilities Infrastructure Management

Experience

- 31 total years
- 20 years with Hazen

City of Homestead Community Redevelopment Area (CRA) and Non-CRA Sanitary Sewer Evaluation Survey (SSES) Cycle 2, Phases 1-3 | [Homestead, FL](#)

The City of Homestead owns and operates an extensive wastewater collection, transmission and treatment system. Inflow and Infiltration (I/I) within the City’s sanitary collection system is imposing an economic burden on the City as rain/groundwater (not requiring treatment) enters the collection system is transmitted to the WWTP for treatment and disposal. In an effort to remove these extraneous flows from the collection system as well as meet regulatory requirements, the City contracted Hazen to conduct a SSES of the CRA and Non-CRA portions of the City. Mr. Heijn served as Project Engineer for work, including flow data analysis, manhole inspection, smoke testing, video review and development of recommendations, and construction inspection.

City of North Miami Beach Engineering Services and Compliance Reporting for Infiltration and Inflow Reduction and Sewer Rehabilitation | [North Miami Beach, FL](#)

The City of North Miami Beach owns and operates its wastewater collection and transmission system. Wastewater generated from this system is transmitted to the Miami-Dade Water and Sewer Department (MDWASD) for treatment and disposal. Hazen was contracted to develop the Cycle 2 Phase 1 and 2 Reports for the City. Concurrently, Hazen is assisting the implementation of a sewer rehabilitation program that is being funded through the State Revolving Fund (SRF).

City of Coral Gables Sanitary Sewer Evaluation Survey, Phases 1 and 2 Studies | [Coral Gables, FL](#)

Mr. Heijn has assisted the City of Coral Gables in preparing its Sanitary Sewer Evaluation Survey Phase 1 and 2 studies and implementing its

rehabilitation program. The Miami-Dade County Code requires that Volume Sewer Customers of the Miami-Dade Water and Sewer Department such as the City perform a variety of activities related to collection system assessment, rehabilitation, and management. Mr. Heijn has assisted the City of Coral Gables in meeting sewer system rehabilitation needs via planning, budgeting, and program implementation. He has assisted the City with I/I program implementation, including flow data analysis, manhole inspection, smoke testing, video review and development of recommendations, and construction inspection.

City of Coral Gables Sanitary Sewer Evaluation Survey and Sewer Rehabilitation Program | [Coral Gables, FL](#)

The Miami-Dade County Code requires that Volume Sewer Customers perform a variety of activities related to collection system assessment, rehabilitation, and management. One such requirement concerns the completion of a Sanitary Sewer Evaluation Survey (SSES), followed by sewer rehabilitation and post-rehabilitation flow monitoring to assess compliance with the 5,000 gallon per day-inch-mile standard for infiltration and inflow (I/I). Since 2002, Hazen has assisted the City of Coral Gables in meeting sewer system rehabilitation needs via planning, budgeting, and program implementation using a collaborative approach. Most recently, Hazen prepared the City's SSES reports, and subsequently assisted the City with I/I program implementation.

City of Sunrise Sewer System Evaluation Survey, Phase 1 | [Sunrise, FL](#)

Mr. Heijn directed Phase 1 of the infiltration and inflow evaluation and rehabilitation program for the City of Sunrise's gravity sewer system. Assignments under this contract included measurement of infiltration and inflow for the overall system and selected pump station collection areas; planning of a sanitary sewer

evaluation survey; preparation of bid specifications for sewer rehabilitation with an emphasis on trenchless approaches; provision of bid-phase services for the sewer rehabilitation program; and planning for expansion and integration of City programs to address CMOM.

City of Hallandale Beach Sanitary Sewer Evaluation Survey, Phase 1 | [Hallandale Beach, FL](#)

Mr. Heijn managed and conducted the technical work on the Phase 1 Sanitary Sewer Evaluation Survey for the City of Hallandale Beach. The work included analysis of system-wide water usage and wastewater flow records for a 12-month period to characterize the overall system based on I/I severity and define the approximate proportions of infiltration, inflow, and wastewater; development of a wastewater flow database for each pump station; analysis of wastewater flow data, including dry weather infiltration, wet weather events, and tidal influence; and prioritization of basins by I/I severity so that inspection and rehabilitation work could be focused on those areas where the greatest I/I reduction potential exists. Following the City's rehabilitation program in Basin 6, which the Phase 1 analysis had identified as a top priority for inflow and infiltration reduction, Mr. Heijn also conducted post-rehabilitation flow analysis and concluded that the City's rehabilitation efforts had achieved an I/I reduction of approximately 400,000 gallons per day and an annual savings in treatment and disposal fees of \$410,000.

City of Boynton Beach Sanitary Sewer Evaluation Survey | [Boynton Beach, FL](#)

Mr. Heijn developed and managed the technical approach for a sanitary sewer evaluation survey for the City of Boynton Beach. The approach involved use of existing SCADA records and correlation with groundwater and rainfall records to achieve initial prioritization of basins for inflow and infiltration severity.



Alexandra Kelly, PE, ENV SP Infiltration/Inflow (I/I) and SSES

Ms. Kelly has 8 years of experience in the water/wastewater industry. She has been involved in conveyance, construction projects, and project management.

Education

MS, Environmental Engineering,
University of Florida, 2017

BS, Environmental Engineering,
University of Miami, 2016

Certification/License

Professional Engineer: FL

Areas of Expertise

- Conveyance
- Asset Management

Experience

- 8 total years
- 8 years with Hazen

Professional Activities

Florida Water Environment
Association

American Water Works
Association

Water Environment Federation

Sanitary Sewer Evaluation Survey and Sewer (SSES) Rehabilitation Program, multiple Miami-Dade Volume Sewer Customers (VSC) | South Florida

The Miami-Dade County Code requires that Volume Sewer Customers perform a variety of activities related to collection system assessment, rehabilitation, and management. One such requirement concerns the completion of a Sanitary Sewer Evaluation Survey (SSES), followed by sewer rehabilitation and post-rehabilitation flow monitoring to assess compliance with the 5,000 gallon per day-inch-mile standard for infiltration and inflow (I/I). Ms. Kelly is assisting with preparing Cycle 3 SSES reports for the Town of Bay Harbor Islands, the City of North Miami Beach, the City of Miami Beach, the City of Homestead, the City of Hialeah, and Miami-Dade Aviation Department (MDAD).

City of Fort Lauderdale Inflow and Infiltration Reduction Project | Fort Lauderdale, FL

As part of the City of Fort Lauderdale’s Consent Order Number 16-1487, the City is required to perform inflow and rehabilitation reduction projects in six pre-defined pump station basins. The inspection approach to address I&I defects is television of the gravity mains and laterals, smoke testing, and manhole inspections. The rehabilitation approach to address I&I defects is cured in place pipe lining for active mainlines and laterals, and rehabilitation of manholes. To date jointly between the City and Hazen, 35 task orders totaling nearly \$30 million have been awarded for sanitary sewer television and rehabilitation projects. Ms. Kelly’s role is to provide project management services, including coordination with Contractors and City personnel in various departments, management of a team of inspectors, preparing bid documents for new rehabilitation work, and preparing updates on the project for the City’s upper management. Ms. Kelly also provides technical services such as updating GIS maps and preparing flow analysis data.

City of Fort Lauderdale Sanitary Sewer Overflow Response Plan | [Fort Lauderdale, FL](#)

Ms. Kelly served as one of the primary authors of the City's updated Sanitary Sewer Overflow Response Plan. Responsibilities included review of existing documentation related to overflow response, research of requirements for reporting overflows to various agencies, coordination with City staff on internal processes for responding to overflows.

City of Fort Lauderdale Rapid Response Plan | [Fort Lauderdale, FL](#)

As part of the City of Fort Lauderdale's Consent Order Number 16-1487, the City is required to create a Rapid Response Plan, with the purpose of documenting options for external assistance during a Sanitary Sewer Overflow. Ms. Kelly was one of the primary authors of this report and her responsibilities included: research of outside entities that provide overflow response assistance, coordination with City staff on methods used to obtain outside assistance during an overflow, development of graphics, and review of existing information from various sources within the City.

City of Pembroke Pines 30-inch Taft Street Sewer Force Main Condition Assessment Bid Documents | [Pembroke Pines, FL](#)

Ms. Kelly assisted the City with preparation of bid documents, including drawings and specifications, for the internal condition assessment of 3.1 miles of 30-inch ductile iron sewer force main. The project also included evaluation of available condition assessment technologies and recommendation of the best alternative.

City of Fort Lauderdale Wastewater Pump Station Asset Inventory, Condition Assessment, and Asset Management Plan | [Fort Lauderdale, FL](#)

As part of the City's wastewater Asset Management and Capacity, Management, Maintenance, and Operations Program (AM-CMOM Program), Hazen assisted in developing an asset inventory and condition assessment for all of the City's 185 wastewater pump stations. Ms. Kelly served as the deputy project manager and participated in field inspections as the lead for a team of four inspectors. Following the data collection in-field, Ms. Kelly will assist with the next steps under this project to develop a Wastewater Pump Station Asset Management Plan (WWPSAMP) which will include the determination of risks, identification of remaining useful life and urgent needs, projecting R&R costs, and building an asset management dashboard for the City.

City of Fort Lauderdale Condition Assessment and Capacity Analysis for Stormwater Pump Stations SS1 & SS2 | [Fort Lauderdale, FL](#)

Hazen assisted the City of Fort Lauderdale with condition assessment and capacity analysis for the two critical stormwater pump stations that service the City's downtown and financial district. SS1 is a 3-pump (150HP each) stormwater pump station and SS2 is a 3-pump (75HP each) stormwater pump station. Ms. Kelly assisted with interviewing City Operations staff on station operation and assisted with the in-field asset inventory and condition assessment. The field data was processed to develop remaining useful life and risk scores and used to inform future and funding needs.



Lucia Medina, PE

Stormwater

Ms. Medina’s experience includes stormwater management, process and civil design, data sourcing, database management, hydrologic and hydraulic modeling, project coordination, and permitting assistance.

Education

ME, Civil Engineering, Vanderbilt University, 2013

BE, Civil Engineering and Studio Art, Vanderbilt University, 2012

Certification/License

Professional Engineer: FL

Areas of Expertise

- Stormwater Management
- Project Management
- Permitting
- Wastewater Process Design
- Civil Modeling and Design (Civil 3D)
- Database Management (GIS)
- Hydrologic and Hydraulic Modeling (ICPR4)

Experience

- 9 total years
- 8 years with Hazen

Professional Activities

Bill and Melinda Gates Millennium Scholar Alumni

City of Margate Stormwater Master Plan | [Margate, FL](#)

Ms. Medina serves as project supervisor of the development of the Stormwater Master Plan for the City of Margate. Ms. Medina led a team to refine the existing Broward County MIKE SHE/ MIKE HYDRO model used for the County’s Flood Protection Level of Service analysis to better simulate the City’s stormwater assets and hydrologic characteristics. The project is divided into two phases, spanning two years of effort to gather data pertaining to the City’s stormwater management system, develop a hydrologic and hydraulic model to identify vulnerabilities, inform and vet capital improvement recommendations that include detailed cost and duration estimates as well as implementation considerations. Part of this effort included the development of the City’s 20-year needs analysis required by House Bill No. 53.

City of Oakland Park Stormwater Master Plan Update and Flood Vulnerability Assessment | [Oakland Park, FL](#)

Ms. Medina is managing the development of a stormwater master plan and a city-wide flood vulnerability assessment for the City of Oakland Park. The analysis is based on both a hydrologic & hydraulic model and a geospatial model. The models utilize various data sources and provide a comprehensive stormwater flooding assessment for both current and future projected climatological conditions. Ms. Medina is coordinating with the City to understand the City’s composition, known vulnerabilities and to identify critical and important assets. Modeling results have facilitated the identification and prioritization of specific vulnerabilities throughout the City, which directed recommendations for adaptation strategies and effective solutions to increase resiliency to climate change. Ms. Medina is currently finalizing the stormwater master plan portion of this project due to inform the City in the development of future capital improvement projects.

**City of Fort Lauderdale Stormwater
Master Plan Modeling and Design**

Implementation Services | Fort Lauderdale, FL

The Fort Lauderdale program consists of developing a master plan and designing implementations to address chronic flooding and other stormwater management issues in the City. The program is focused on resilient adaptation to climate change and inclusion of innovative and regional solutions. The City covers approximately 23,000 acres of highly urbanized neighborhoods with much of its coastal land area lying within the floodplain. Ms. Medina served as Project Supervisor for the modeling task. She led the team to develop the hydraulic, hydrologic, and groundwater modeling used to inform the design teams and permit the proposed projects. She has hands-on experience with ICPR4, the modeling software selected by the City, as well as various ArcGIS applications used to dovetail raw data into modeling inputs and parameters. Ms. Medina's role in this project included collecting and organizing supporting data from agencies, developing detailed modeling workflows to streamline coordination and consistency amongst project partners, and providing modeling support to the design teams by providing modeling results that showcase both existing and future scenarios with variable time horizons.

**Village of North Palm Beach Stormwater
Master Plan Modeling and Design**

**Implementation Continuing Services Contract |
North Palm Beach, FL**

Ms. Medina serves as Project Manager. Hazen is providing professional services related to a continuing contract for stormwater master plan modeling and design implementation services. The contract includes the development and implementation of a hydraulic/hydrological stormwater model of the entire Village. The model shall consist of a comprehensive basin by

basin analysis of the existing and proposed stormwater systems, and how they react to different boundary conditions, including future projected climatological conditions. Based on the model results, Hazen will develop a master plan update consisting of individual neighborhood capital improvement projects (CIP), especially in the areas found to be most susceptible to chronic flooding.

City of Hollywood Citywide Vulnerability

Assessment and Adaptation Plan | Hollywood, FL

Hazen conducted a citywide climate change vulnerability assessment, prioritizing vulnerabilities, developing adaptation strategies, creating an adaptation plan, informing the public about risks and adaptation opportunities and building the capacity of the city to include climate change data in decision making. Ms. Medina served as a Project Engineer, her role included providing models to showcase both existing and future scenarios with variable time horizons.

Town of Jupiter Seminole Basin

Improvements – Phase I | Jupiter, FL

Ms. Medina assisted the Town of Jupiter in improving the Seminole Basin drainage system by evaluating the benefit of a second pump station and outfall located towards the south portion of the basin near the intersection of Juno Street and Old Dixie Highway. The need for additional attenuation, water quality improvements, and/or conveyance improvements within the basin were also evaluated. Ms. Medina updated the existing ICPR model of the Seminole Avenue Basin to include the proposed pump station located at Juno Street and for proposed connections into the existing drainage system from Old Dixie Highway north of Center Street. Modifications to existing components of the conveyance system were also evaluated to ensure the most effective use of the proposed pump station.



Guillermo Regalado, PE

Stormwater

Mr. Regalado holds the position of Hazen’s Southeast Region Hydraulic Modeling and Water Resources Practice Lead. With extensive experience, he has led modeling teams and directed projects spanning wastewater, water resources, water supply, watershed management, stormwater management, and restoration and conservation initiatives.

Education

MS, Irrigation Engineering,
Catholic University of Leuven,
Belgium, 1992

BS, Civil Engineering, Pontificia
Universidad Javeriana, Colombia,
1988

Certification/License

Professional Engineer: FL, Puerto
Rico, Colombia

Areas of Expertise

- Hydrologic and Hydraulic Analysis and Modeling
- Systems Analysis and Optimization
- Water/Wastewater Modeling
- Engineering Design
- Expertise in hydraulic and hydrologic (H&H), and water quality engineering models for both large and small-scale systems including water distribution networks and wastewater collection and transmission systems
- Hydrologic and hydraulic modeling for multiple Puerto Rico and Latin America projects

Experience

- 35 total years
- 6 years with Hazen

Professional Activities

American Water Works
Association (AWWA)

American Water Resources
Association (AWRA)

He has 35 years of experience in a wide range of hydraulic engineering topics, including the application of hydraulic, hydrologic and water quality engineering models for water, wastewater and stormwater master plans. Mr. Regalado’s project experience spans analysis, planning, engineering design, and project management to include hydraulic and hydrologic analysis and modeling of water distribution networks, wastewater collection and transmission systems, and wastewater pump stations.

Upper Kissimmee Basin Flood Protection Level of Service (UKB FPLOS) Assessment for Current and Future Conditions | [Central Florida, FL](#)

Mr. Regalado served as QA/QC Lead and Modeler for UKB FPLOS H&H modeling project. This project involves development, calibration, and application of H&H modeling for 26 watersheds in UKB to evaluate the flood protection level of service offered by South Florida Water Management District (SFWMD) primary conveyance system under current and future conditions. Recommendations will be made on mitigation and adaptation projects for the central Florida area for SFWMD to consider in the 4,000+ square-mile domain.

Big Cypress Basin Model (BCB) Update | [Collier and Lee Counties, FL](#)

Mr. Regalado served as QA/QC Lead and Modeler for BCB Model Update. This project involves long-term and storm event H&H modeling to evaluate the FPLOS offered by SFWMD water management system under current and future conditions with sea level rise; the design storm simulation includes 5-, 10-, 25- and 100-year events. Groundwater model inputs extracted from SEAWAT BCB model. The model will help answer questions on many issues including flood risk driven by complex interactions between the natural and built environments, surface and groundwater, infrastructure system inadequacies if any, increased development, and climate change impacts; recommendations will be made on mitiga-

tion and adaptation projects for SFWMD to combat climate change and sea level rise impacts.

County-wide Risk Assessment and Resilience Plan | Broward County, FL

Hazen was selected by Broward County to develop an actionable, resilience plan inclusive of infrastructure improvements and redevelopment strategies consisting of a visualization platform to aid regional planning and project tracking; and to provide the foundation for collective mitigation of future flooding, inclusive of water management infrastructure, transportation systems, critical infrastructure, green infrastructure, land use, basin-scale redevelopment, and land use planning based on a comprehensive county-wide risk assessment. The plan will serve as the basis for a multi-decade, coordinated and phased infrastructure improvement plan with ample detail to support refined outreach, design, and financing needed for implementation. Mr. Regalado serves as Deputy Project Manager, developing and executing the technical approach, including hydrologic and hydraulic modeling, exposure, vulnerability and risk assessments; and also developing the components of the resilience plan. He directed the model (MIKE SHE/MIKE HYDRO) model refinement phase and the evaluation of flooding hazards under the current or no-action conditions.

Vulnerability Assessment | City of Hollywood, FL

Mr. Regalado served as Lead QA/QC and Technical Engineer in the development of a City-wide Vulnerability Assessment. The evaluation consists of the analysis of projected flood caused by the rise in sea level and/or by the storm surge caused by a hurricane. It considered the City's owned and other critical infrastructure and assets within the City that may be vulnerable to climate change conditions, including select assets not owned by the City. The project identified affected systems throughout the City using GIS and LiDAR data for assessing sea level rise and storm surge inundation to calculate vulnerability scores for the City's critical infrastructure. The vulnerability and criticality were used to prioritize risks and begin development of a systematic plan of action to be taken in the future.

Stormwater Management Master Plan | City of Fort Lauderdale, FL

The Fort Lauderdale program consists of delivery of a new stormwater master plan and design implementations to address chronic flooding and other stormwater management issues in the City. The program is focused on resilient adaptation to climate change and inclusion of innovative and regional solutions. The City covers approximately 23,000 acres of highly urbanized neighborhoods with much of its coastal land area lying within the floodplain. Mr. Regalado served as Technical Lead and QA/QC for the modeling development and application tasks. He performed QA/QC reviews and evaluations within the development of the 1D and 2D hydraulic, hydrologic, and groundwater modeling used to inform the design teams. The City was divided into several watersheds, an independent model was developed for each watershed. The models were developed in ICPR4, as selected by the City. Models were prepared to simulate the existing and proposed conditions under a variety of scenarios including multiple sea level rise conditions. Proposed conditions included pump stations and detention storage (ponds).

Stormwater Master Plan Update and Flood Vulnerability Assessment | City of Oakland Park, FL

Mr. Regalado served as Senior QA/QC Reviewer for the modeling and vulnerability analysis. The analysis is based on both a hydrologic and hydraulic model and a geospatial model. The models utilize various data sources and provide a comprehensive stormwater flooding assessment for both current and future projected climatological conditions. Modeling results have facilitated the identification and prioritization of specific vulnerabilities throughout the City, which directed recommendations for adaptation strategies and effective solutions to increase resiliency to climate change.



Rachel Loffing, EI

Climate Change/Resilience

Ms. Loffing has aided in the development of multiple stormwater models, vulnerability assessments and stormwater design projects. She has experience with project management, construction management services, pump station design, stormwater infrastructure design, permitting, master planning, modeling, and ArcGIS.

Education

BS, Civil Engineering, The Ohio State University, 2020

Certification/License

Engineering Intern: OH

Areas of Expertise

- Stormwater
- Wastewater Collection Systems
- Permitting
- Modeling
- ArcGIS
- Construction Management Services
- Project Management
- Lift Stations

Experience

- 4 total years
- 4 years with Hazen

Professional Activities

American Water Works Association

American Society of Civil Engineers

City of Hollywood Lift Station W-27 Upgrades and Force Main Replacement | [Hollywood, FL](#)

Lift Station W-27 is a critical lift station that services Memorial Regional Hospital as well as 13 upstream stations within the City's transmission system. This lift station was built in the early 1960s and needs renewal and/or replacement. In addition, the City experiences operational difficulties with the existing pumping arrangement. Currently, there is one large pump (200 horsepower) and two smaller pumps (75 horsepower each). Ms. Loffing is serving the project as a junior engineer assisting with the development of the basis of design, detailed design, and construction management services. Her responsibilities additionally include coordination with sub-consultants and coordination across multiple disciplines.

Village of North Palm Beach Stormwater Master Plan Modeling and Design Implementation | [North Palm Beach, FL](#)

Ms. Loffing serves as Deputy Project Manager of the development of the Stormwater Master Plan Modeling and Design Implementation for the Village of North Palm Beach. Ms. Loffing is assisting leading the team to gather data pertaining to the City's stormwater management system, develop a hydrologic and hydraulic model to inform and vet capital improvement recommendations that include detailed cost and duration estimates as well as implementation considerations.

City of Plantation Central Water Treatment Plant Sodium Hypochlorite Chemical Storage and Feed Facilities | [Plantation, FL](#)

Ms. Loffing is assisting in providing engineering services associated with design, permitting, bid and award and construction management services of the new sodium hypochlorite chemical storage and feed facilities. The design incorporates complete demolition and replacement of the sodium

hypochlorite system including, chemical storage tanks, chemical transfer, and chemical metering pumping systems along with all piping, valves, accessories, electrical and controls to comply with current Building Code requirements and general health and safety recommendations.

City of Fort Lauderdale Stormwater Improvements Master Plan Program | Fort Lauderdale, FL

The City of Fort Lauderdale Stormwater Program is a part of a larger effort for the City to update the master plan and improve design to address chronic flooding and stormwater management issues throughout the City. Hazen completed a conceptual model and permitting effort for the design of improvements throughout the City beginning in 2016. Ms. Loffing has assisted with conceptual and construction permitting, detailed design and construction management services.

County-wide Risk Assessment and Resilience Plan | Broward County, FL

Hazen was selected by Broward County to develop an actionable, resilience plan inclusive of infrastructure improvements and redevelopment strategies consisting of a visualization platform to aid regional planning and project tracking; and to provide the foundation for collective mitigation of future flooding, inclusive of water management infrastructure, and land use planning based on a comprehensive county-wide risk assessment. The plan will serve as the basis for a multi-decade, coordinated and phased infrastructure improvement plan with ample detail to support refined outreach, design, and financing needed for implementation. Ms. Loffing assisted with program planning including the development for a County-wide heat island analysis.

City of Sunrise SW 130th Avenue Force Main and Lift Station 309 Improvements | Sunrise, FL

Ms. Loffing assists in providing construction management services including coordination with the client, coordination with the contractor, shop drawing review, and general construction services.

Millennium Challenge Corporation, Timor-Leste Advisory Services –Development and Assessment of Possible Water Investments | Dili, Timor-Leste

Ms. Loffing served as GIS Specialist assisting the Hazen Team by serving as due diligence consultant for the development of the Timor-Leste Compact. Her responsibilities include assisting with the Country's GIS database development and maintenance, the procurement of feasibility study consultants, work plans, COVID-19 pandemic related changes to the work plan, presentations, work products and deliverables providing input as required.

City of Fort Lauderdale Stormwater Improvements Merle Fogg Park Seawall | Fort Lauderdale, FL

Ms. Loffing is managing the development of stormwater improvements for the Merle Fogg Park seawall and associated outfalls. The project includes the design, permitting and construction services. Ms. Loffing is assisting with the design and permitting efforts while coordinating with the City on the vulnerabilities of the existing seawall.

City of Oakland Park Stormwater Master Plan Update and Flood Vulnerability Assessment | Oakland Park, FL

Ms. Loffing assisted in the development of a stormwater master plan and a city-wide flood vulnerability assessment for the City of Oakland Park. The analysis was based on both a hydrologic and hydraulic model and a geospatial model. The models utilized various data sources and provided a comprehensive stormwater flooding assessment for both current and future projected climatological conditions. Modeling results facilitated the identification and prioritization of specific vulnerabilities throughout the City, which directed recommendations for adaptation strategies and effective solutions to increase resiliency to climate change.



Sharon Simington

Grant Management

Ms. Simington helps clients in various industries and disciplines to identify potential funding sources. She leads efforts to secure alternative funding for a variety of clients and projects, acting as the liaison between agency and community, providing a smooth funding experience and cohesive working environment.

Education

AA, University of South Florida, 2002

Areas of Expertise

- Funding Management
- Program Management
- Project Management

Experience

- 19 total years
- 2 years with Hazen

Brevard County Lori Laine Trunkline Replacement Clean Water State Revolving Fund Assistance | [Satellite Beach, FL](#)

Provided the planning, Facility Plan, and Clean Water State Revolving Fund (CWSRF) loan application. The project consists of piping and earthwork to reroute stormwater conveyance to biosorption activated media (BAM)-filled trenches for nutrient removal.

Sanitary Sewer Collection and Treatment System Funding Assistance | [Pierson, FL](#)

Provided the design loan Request for Inclusion, loan agreement assistance, disbursement request, funding coordination. The project involves the construction of approximately 21,200 lineal feet of a new collection system, along with the construction of a 100K GPD wastewater facility

Hillsborough County Gibsonton Septic to Sewer Conversion Funding Compliance | [Hillsborough County, FL](#)

Assisted Hillsborough County in the application for Phases 3 and 4 for the Septic to Sewer Conversion project in the Gibsonton area and assisted in the funding compliance for Phases 1A, 1B, 1C, and Phase 2 through the FDEP Wastewater Grant Program. The project will convert over 2,200 septic tanks to a vacuum sewer system. The project will reduce nutrient loadings to the Alafia River Basin Management Action Plan area in Tampa Bay. Grant awarded: \$13M

Volusia County Lake Beresford Stormwater Improvements Funding Assistance | [Volusia County, FL](#)

Planning and application for the Clean Water Section 319(h) funding. Project includes two dry retention ponds with BAM upflow filter on discharge side of ponds to further treat water as it leaves the ponds. Diversion dams in ditches will divert the runoff into the ponds. Flows from Lakeside Drive will be diverted to a Nutrient Separating Baffle Box which

will filter 90% of rainfall runoff. The larger flows will bypass the NSBB filter system within the box.

Hillsborough County Palm River Septic to Sewer Conversion Grant Management | Hillsborough County, FL

Assisted Hillsborough County in the application for Water Quality Improvement Grant for the design and construction of a vacuum wastewater collection and distribution system for the County's Palm River Utility Expansion and Septic to Sewer Conversion Project. The Project includes pipelines and pump stations from areas identified to a point of connection to the existing County wastewater system. The project area is approximately bounded by Causeway Blvd / SR 676 to the South, 56th Street to the West, 12th Avenue to the North, and the developed boundary of Clair-Mel City along Windermere Way and 70th Street to the East. The project goal is eliminating 1,750 on-site sewage treatment and disposal systems (septic systems) and converting the properties to the County owned and operated central sewer collection system and remove the non-point source pollution sources. The grant awarded was \$5 million.

Charlotte County Ackerman Septic to Sewer Conversion Project FDEP State Revolving Funds, Legislative Appropriation and EPA Community Grant Funds Management | Charlotte County, FL

Due to the size of the Ackerman Neighborhood area and funding limitations, the Ackerman Neighborhood area has been broken into two phases. The first phase including construction of Vacuum Sewers in Zones 1 and 2 and a Vacuum Pump Station is underway with substantial completion anticipated in May 2023. The second phase of this program will include the installation of approximately 58,240 LF of vacuum sewers and 15,130 LF of low-pressure sewers to serve Zones 3 and 4 and a Low Pressure Sewer Area as identified in the Preliminary Engineering Report and Update. It will also include 730 on-site lateral connections to the new vacuum and low pressure sewer system in addition to the proper abandonment of the failing septic tanks. This second phase is proposed to be funded in part by FDEP State Revolving Funds, a Leg-

islative Appropriation and EPA Community Grant funds.

City of DeLand NW Reclaimed Water Ground Storage Tank and Pump Station Grant Management | DeLand, FL

Provided grant application, assistance, and program coordination. A 2.0 million-gallon (MG) GST located near the intersection of Stone St. and Lake Gertie Rd. is proposed. The GST provides the needed increase to pressures in the surrounding area. Approximately 14,000 LF of 16" is proposed to upsize the 12" along US 92 from Jacobs Rd. to N. Spring Garden Avenue.

DeSoto County Funding Analysis, Recommendation and Funding Management Hull Road Water System | DeSoto County, FL

Provided funding strategy, grant application, grant agreement coordination, grant administration, project closeout. The 8-inch water main, dead-ended on West Hull Avenue will be extended on West Hull Avenue down to SW Prairie Avenue and then through SW Collins Street, where it will tie into the existing 16-inch main located on the west side of Highway-17 at the 128th Street intersection. A new flow control valve will be installed on the 16-inch main at this connection to divert a portion of the water coming from the Peace River Water Supplier through the Hull portion of the Digital Control Unit (DCU) system. The project also includes modifications at the remaining two dead ends on Hill and Oak Creek Roads. The 4-inch line that currently dead-ends on Oak Creek Road will be looped back to the main 8-inch line on SW Hull Avenue. This loop will allow two additional residents in the area access to the potable water. The 8-inch line that currently dead-ends on Hill Street will be looped back on itself with a new 8-inch line and isolation valve to route the water through the new Hill Street loop. The new piping and flow control valve will be used to fully loop the dead-end pipes within the Hull area and will enable the four automatic flushers to be taken offline. These improvements on the DCU distribution line will net a savings of about 46 million gallons of flush water annually.



Timothy Devine, PE, MBA

Grant Management

Mr. Devine, a skilled financial analyst, has assisted numerous municipal water and wastewater utilities in optimizing investments. His expertise in project funding analysis has enabled clients to secure over \$950 million in low or no-interest state revolving fund financing for capital improvement projects.

Education

MEM, Environmental Management, Duke University, 2012

MBA, University of North Carolina at Chapel Hill, 2012

BS, Environmental Engineerings, United States Military Academy at West Point, 2004

Certification/License

Professional Engineer: NC, NY

Areas of Expertise

- Utility Financial and Economic Analysis
- Master Planning and Capital Planning
- Environmental Permitting and Analysis
- Municipal Water and Wastewater Mechanical Design

Experience

- 16 total years
- 11 years with Hazen

Professional Activities

Water Environment Federation
North Carolina OneWater
American Water Works Association

East Central Regional Water Reclamation Facility Funding Assistance | [West Palm Beach, FL](#)

Served as Financial Lead for the development of a funding plan to assist the ECRWRF Operations Board in the implementation of a 10-year \$150 million capital improvements program. Developed a dynamic dashboard funding model to evaluate total program costs for various financing alternatives.

City of Graham WWTP Process Optimization and Preliminary Engineering Report | [Graham, NC](#)

Mr. Devine served as Financial Task Lead. Performed a detailed evaluation of potential grant and low interest loan funding opportunities available to the City of Graham for financing an expansion of their Graham Wastewater Treatment Plant. Evaluation led to a recommendation to apply for grants and loans from both the North Carolina Department of Environmental Quality Clean Water State Revolving Fund and Additional Supplemental Appropriations for Disaster Relief Act (ASADRA) funds. This funding proposal included the opportunity to obtain as much as \$7.5 million in grant funding assistance.

Town of Holly Springs Funding Assistance | [Holly Springs, NC](#)

Mr. Devine served as Project Manager. Led a team of engineers and financial analysts in assisting the Town of Holly Springs prepare four funding applications for the Spring 2022 NC Division of Water Infrastructure funding round. The applications included requests for funding assistance for the Town's participation in the City of Sanford WTP expansion project, the construction of a new water distribution pipeline to connect the Town to the City of Sanford WTP, and develop asset management plans for both the Town's water and wastewater systems. The total application request was for \$40 million in low interest loan funding and \$400k in planning grant funding.

City of Graham WWTP Expansion to 5.0 mgd Design | [Graham, NC](#)

Mr. Devine served as Funding and Financial Analysis Lead. Assisted the City in evaluating potential funding opportunities to find the optimal

financing for their WWTP Expansion Project. Was able to assist the City in obtaining over \$1 million in grant funding and \$45 million in low interest loan financing to fund the expansion project, which provided a significant financial benefit to the City and their wastewater customers. Developed a rate analysis model to determine the revenue requirements needed to fund the expansion project and ensured that user rates were established to meet all operational and financial goals.

Town of Broadway Watson Lake Dam Funding Opportunities Evaluation | [Broadway, NC](#)

Mr. Devine served as Technical Advisor. Completed an infrastructure funding opportunity evaluation on behalf of the Town of Broadway to explore federal, state, and local infrastructure funding options available to fund the design and construction of needed infrastructure improvements for the rehabilitation of Watson Lake, a high hazard dam, currently under-designed for 2022 Dam Safety criteria, and in disrepair.

City of Sanford WTP Expansion Regional Cost Sharing Analysis | [Sanford, NC](#)

Mr. Devine served as Financial Analysis. Developed a custom-built dashboard-based cost sharing model to determine an equitable method of funding the expansion of the Sanford WTP to best allocate capital costs between five potential project partners. The model facilitated the evaluation of different cost allocation methods for both capital and operations and management expenses. The model was used to inform the regional planning efforts of five utilities who did not have an existing regional partnership. The cost model was used in the development of a multi-utility inter-local agreement that established the governance structure for the new regional water utility.

City of Greenville WTP Expansion Project Funding Analysis | [Greenville, NC](#)

Mr. Devine served as Task Lead. Assisted GUC in analysis of available below market rate funding opportunities for their WTP expansion project and led the development and submittal of applications for identified financing alternatives. Project was approved for over \$65 million of low interest funding through a combination of both NC State Revolving Fund loans

and EPA WIFIA financing. Enabled the entire project to be funded at a lower interest rate than if funded by traditional sources such as revenue bonds, saving GUC millions of dollars on annual debt service payments over the lifetime of the loans. Was the first project in NC to be selected for both SRF and WIFIA financing.

City of Stockton Stormwater Master Plan | [Stockton, CA](#)

Mr. Devine served as Technical Advisor. Mr. Devine is developed an analytical tool to support the City's financial analysis to support the City's Stormwater Master Plan. He is using estimates being prepared for the Stormwater CIP to assist the City in optimizing their projected capital expenditures over the planning horizon of the Master Plan. This entails developing annualized costs, prioritizing projects, assessing potential affordability issues, and assisting the City in preparing a financing strategy that will include leveraging State and Federal grant and loan programs to the maximum extent possible.

South Central Wastewater Authority (SCWWA) Nutrient Reduction Improvements Financing Assistance | [Petersburg, VA](#)

SCWWA is preparing to respond to regulatory mandates associated with Virginia's third phase Watershed Improvement Plan (WIP) to meet the Chesapeake Bay TMDL. Specifically, improvements to the SCWWA WWTP are necessary to reduce nitrogen discharges in accordance with the TMDL. The SCWWA facility is the sole remaining significant discharger in the Lower James River Basin, which is part of the Chesapeake Bay watershed, to upgrade to enhanced nutrient removal (ENR). In order to improve nitrogen and phosphorus removal at the South Central WWTP, a Preliminary Engineering Report (PER) was prepared along with a Value Engineering (VE) report to supplement an application to the Commonwealth's Water Quality Improvement Fund. Mr. Devine prepared an analysis impacts to consumer monthly sewer charges under a variety of funding scenarios to support this application, which resulted in SCWWA securing in excess of \$70 million in funding, the highest value award in the Fund's history.



Jean Paul Silva, PE

Structural

Mr. Silva has expertise in structural design and construction administration for water and wastewater treatment plants, stormwater collection systems, water distribution, and water storage. His background encompasses new facility design, structural condition assessments, rehabilitation, upgrade of existing facilities, and construction administration with a focus on structural and special inspections.

Education

MS, Civil/Structural Engineering,
University of New York, 2000

BS, Civil Engineering, Universidad
del Valle Republic of Columbia,
1996

Certification/License

Professional Engineer: FL

Areas of Expertise

- Structural Analysis and Design
- Steel Design and Detailing
- Concrete Design
- Shop Drawing Review
- CAD Drafting
- Specialty Inspection
- Condition Assessment

Experience

- 28 total years
- 21 years with Hazen

Professional Activities

American Society of Civil
Engineers

American Concrete Institute

American Institute of Steel
Construction

American Water Works
Association

City of Riviera Beach Rehabilitation and Replacement of Lift Stations Number 10 and 50 | [Riviera Beach, FL](#)

Engineer responsible for the structural and architectural design of a new inline wastewater booster pump station and the rehabilitation of a wastewater lift station. The new inline wastewater booster pump station will include an electrical/office building with an open area for pumps and a precast concrete security fence. The rehabilitation of the wastewater lift station will include concrete restoration of the wet well and design of proposed miscellaneous structures on piles to avoid load transfer to an adjacent sea wall.

Town of Jupiter 17-mgd Nanofiltration Plant | [Jupiter, FL](#)

Mr. Silva played a major role in the structural design and coordination of architectural components of the \$38 million Nanofiltration Plant. Design consisted of a two-level reinforced concrete/masonry building to house cartridge filters and membrane feed systems, nanofiltration skids, chemical storage, degasifiers and odor control systems, clearwell and transfer pumps.

City of Arcadia Ion Exchange WTP | [Arcadia, FL](#)

Mr. Silva served as Structural Engineer for this 1.5-mgd Ion Exchange water treatment plant. The project included treatment process selection followed by pilot testing, a new production well, new cation and anion treatment process, disinfection and pH adjustment, a new operations center, a new warehouse, and an assortment of improvements to the City's water infrastructure.

St. Lucie County Platts Creek Alum Facilities | [St. Lucie County, FL](#)

Mr. Silva worked on the design of the Platts Creek Alum Facilities, and the design of Lakewood Park Stormwater System Improvements and Canal “D” drainage improvements.

City of Melbourne Booster Pump Station | [Melbourne, FL](#)

Mr. Silva served as Structural Engineer for this remote booster pump station to receive and repump potable water to the barrier islands. The facility included a new ground storage tank and pump station as well as a new electrical control building.

City of Fort Lauderdale Dixie Wellfield Improvements | [Fort Lauderdale, FL](#)

Mr. Silva provided Structural Design. The City of Fort Lauderdale replaced their existing lime softening facilities at the Peele-Dixie WTP with a 12 mgd finished water capacity nanofiltration water treatment plant. The City retained the services of Hazen and Sawyer to evaluate, permit, and design wellfield improvements for the Dixie Wellfield.

City of Plantation Regional Wastewater Treatment Plant Diffused Aeration | [Plantation, FL](#)

Project included upgrade to the 20-mgd RWWTP for conversion of existing aeration basins from mechanical surface aeration to fine bubble diffused aeration, related air piping and blower installation, construction of a new laboratory/office building, new site lift station, and SCADA system upgrades. Mr. Silva was responsible for Structural Design and provided specialty inspections.

City of Miramar Wastewater Reclamation Facility Expansion to 4 MGD | [Miramar, FL](#)

Mr. Silva provided structural engineering services through design and construction for the first Miramar Wastewater Reclamation Facility Reuse Expansion

project. The reuse facilities were expanded from 2 mgd to 4 mgd. New facilities included two filter feed pumps, sand filters, expansion to the existing sodium hypochlorite system, an emergency generator, a ground storage tank, and high service pumps.

Miami-Dade Water and Sewer Department South District Wastewater Treatment Plant High Level Disinfection (SDWWTP HLD)

Project | [Cutler Bay, FL](#)

Mr. Silva participated in the design and construction of the 285-mgd, \$618 million SDWWTP HLD project. He was part of the structural design team for several of the 14 bid packages and also assisted during the construction phase with shop drawing review, response to contractor’s request for information and site inspections.

Sarasota County South Gate Master Pump Station Improvements | [Sarasota County, FL](#)

Structural Engineer for the first phase of this project, which consisted of alternative assessment, hydraulic review, PDR development, and design of interim improvements at the existing master pump station. Hazen modified and reviewed the Bee Ridge and Central County Water Reclamation Facility hydraulic models, with updated flows and assessment of hydraulic impact of potential improvements. Hazen reviewed line size improvements, pump station improvements, and potential flow diversions to help the system accommodate future flows. After the completion of the PDR, Hazen prepared a detailed design for the recommended interim SGMPS improvements, which included new 250-hp submersible pumps, wetwell modifications, yard piping improvements, and electrical and controls improvements. The County elected to install the new pumps under a separate contract. This project was imperative to the County due to a future increase in influent flows from Siesta Key pump station and potential issues at the SGMPS.



Evan Curtis, PE

Instrumentation and Controls

Mr. Curtis is a water and wastewater treatment instrumentation and controls (I&C) design expert, serving as Hazen's Corporate I&C Discipline Group Leader. In this capacity, he develops shared technical standards and resources. On project assignments, Mr. Curtis takes on roles such as lead I&C engineer, technical advisor, or project manager, particularly for projects with a significant I&C focus.

Education

BS, Civil Engineering, Carnegie Mellon University, 1994

Certification/License

Professional Engineer: FL, NY

Areas of Expertise

- Project Management
- Instrumentation and Controls Design
- Radio Communication Studies
- SCADA System Design
- Construction Phase Services
- PLC and HMI Programming
- Design/Build Services

Experience

- 29 total years
- 22 years with Hazen

Professional Activities

Instrumentation, Systems and Automation Society

American Water Works Association

Florida Section AWWA, Past Chair of Automation Committee

Broward County Water and Wastewater Services General Wastewater and Water Engineering Services | [Broward County, FL](#)

Mr. Curtis served as I&C Engineer. Hazen has provided general professional consulting services to Broward County Water and Wastewater Services under the 2002 and 2008 General Consulting agreements in the following areas: water and wastewater treatment plants, water collection and wastewater distribution, hydraulic modeling, pumping stations, water wells and effluent disposal wells, water reclamation, ocean science and marine engineering, financial studies and regulatory assistance. Hazen completed over 100 projects under the two agreements.

Loxahatchee River District General Consulting Services | [Jupiter, FL](#)

Mr. Curtis served as I&C Engineer. Hazen has assisted the Loxahatchee River District with both planning and plant improvement projects from 1980 until today. Various project efforts have included Collection System Master Plan, Treatment Plant Upgrades, Effluent Disposal Options, Irrigation Reuse Master Plan, Sludge Management Master Plan and Stormwater Management Plan.

City of Riviera Beach Water and Wastewater Master Plan | [Riviera Beach, FL](#)

Mr. Curtis served as I&C Engineer responsible for evaluating existing instrumentation and control systems and recommending capital improvements at the City's water treatment plant and remote pumping stations. The project included interviewing plant operations and maintenance staff and inspecting instrumentation and control systems. Developed capital improvement cost estimates and implementation schedules.

City of Hallandale Beach Membrane Softening Plant | [Hallandale Beach, FL](#)

Mr. Curtis served as I&C Engineer responsible for inspection services during startup and first year operational assistance. The project included a 6-mgd membrane softening facility, pre-treatment facilities, related chemical storage and feed facilities, air strippers/clearwell, concentrate booster pump station, and integration of the existing lime softening water treatment plant control system.

ECRWF Aeration Basin 5 and Blower Building Upgrades | [West Palm Beach, FL](#)

Mr. Curtis served as I&C Engineer responsible for design of improvements to Aeration Basin 5 and Blower Buildings at the 70-mgd East Central Regional Water Reclamation Facility. The design included instrumentation and controls related to the addition of fine bubble diffusers, process air piping and valves, anaerobic zone and swing zone vertical mixers, automatic dissolved oxygen (DO) control, and automatic ammonia based control to optimize DO set points. The project also included the design of new/rehabilitated blowers and integration into the existing plant control system.

Broward County Water and Wastewater Services North Regional Wastewater Treatment Plant SCADA System Replacement | [Broward County, FL](#)

Mr. Curtis served as Project Manager and I&C engineer responsible for design, bidding, and construction phase services for the replacement of a distributed control system operating a 95 MGD wastewater treatment plant. The design includes the replacement of all distributed controllers and workstations with programmable logic controllers, computer systems, human-machine interface (HMI) software, network equipment, and integration of the existing radio telemetry system. The HMI software design features modern concepts to maximize the operator's situational awareness such as providing high level dashboard style overview displays in accordance with ISA-101.

City of Marco Island Water System | [Marco Island, FL](#)

Mr. Curtis served as the I&C engineer responsible for analysis of I&C and information systems within the City's water supply, treatment, and distribution infrastructure to assess potential vulnerabilities in accordance with the Bioterrorism Response Act.

Palm Beach County Indirect Water Reuse Pilot Plant | [Palm Beach County, FL](#)

Mr. Curtis served as I&C Engineer responsible for programming and installing a SCADA system for a wastewater treatment pilot plant. Inspected and maintained field instruments, programmed Modicon PLC ladder logic, and programmed Intellution HMI graphical operator interface for remote monitoring via spread-spectrum radio communications.

City of Cooper City Pine Island Road Pump Station | [Cooper City, FL](#)

Mr. Curtis served as I&C engineer responsible for design and construction phase services for a new 4 MGD water distribution re-pump station. The design includes three variable speed pumps with fully automatic pressure and flow controls, a hydraulically actuated back pressure sustaining valve to fill the water storage tank with remotely adjustable pressure set-point, an emergency power generator, digital security cameras and a high-speed communication link to the water treatment plant for monitoring and control. The control strategy included features to help improve water quality by promoting daily turnover of the storage tank water.

City of Riviera Beach Lift Stations 10 and 50 Rehabilitation | [Riviera Beach, FL](#)

Mr. Curtis served as I&C Engineer. Hazen provided professional consulting services to City of Riviera Beach for the design and construction management of improvements to an existing wastewater lift station and a new inline wastewater booster pump station. The control system features PLC based automated controls for the variable speed booster pumps, discharge throttling valves, human-machine interface software, local area network, and radio telemetry to existing Data Flow Systems base station.



Alfredo Jimenez

Instrumentation and Controls

Mr. Jimenez is an instrumentation and controls engineer with more than 10 years of experience providing automation and control services for water and wastewater treatment facilities and the private sector. He has extensive knowledge of I&C procedures and has expertise in PLC programming, SCADA systems and shop drawing reviews.

Education

BS, Electrical Engineering, Florida International University, 2016

Certification/License

Professional Engineer: FL

Areas of Expertise

- Instrumentation and Controls
- PLC and HMI Programming
- Project Management
- SCADA System Design
- Control Panel Design
- Telemetry
- Networks

Experience

- 13 total years
- 1 year with Hazen

Professional Activities

International Society of Automation (ISA)

Underwriting Laboratories (UL)

City of Deerfield Beach West Water Treatment Plant Chemical Line Replacement | [Deerfield Beach, FL](#)

Mr. Jimenez serves as I&C Engineer for this project that includes design of a new chemical system. The design includes a modern control strategy for the chemical system, modifications to the existing network as well as SCADA system improvements. Mr. Jimenez was responsible for designing all P&IDs processes, controls descriptions, and specifications.

City of Coral Springs Water Treatment Supply Wells Rehabilitation | [Coral Springs, FL](#)

As I&C Engineer, Mr. Jimenez provided integration of the newly rehabilitated supply wells with the existing SCADA system. This project required a multi-protocol converter to send data via Modbus RTU through the existing telemetry infrastructure, and HMI graphics modifications to incorporate historical data, reports, and security features. Another key feature of the project included configuration and integration of the pump's VFD over the network.

Town of Manalapan Water Treatment Plant | [Manalapan, FL](#)

Mr. Jimenez served as the Project Engineer for implementing plant-wide upgrades involving Booster Station Telemetry and Instrumentation integration. PLC Control Strategy, local HMI, and Scada Design. The scope of the project included redesign of the telemetry system to optimize communications with remote sites. The project also involved integrating remote sites with the existing SCADA System, as well as upgrading the booster station controls and local HMI.

City of Hallandale Beach High-Service Pump Station Replacement | [Hallandale Beach, FL](#)

This project required the implementation of a modern control strategy for the pump station. The project also involved the design of a new PLC control panel with a state-of-the-art monitoring system; integration of third-party equipment (pressure transmitters, pressure switches, flow meters, VFDs and analytical instrumentation) with the existing SCADA system; development of new graphics for the pump station local HMI; deployment of modified and new graphics to the existing SCADA system; and modification of the existing PLC logic to provide a comprehensive control strategy.

City of Miramar WWRf Reuse Expansion Phase I | [Miramar, FL](#)

Mr. Jimenez served as Lead Instrumentation and Controls Engineer for the implementation of the hypochlorite feed system. The improvements featured a feed-forward flow paced sodium hypochlorite control with residual feedback trim. The project required integration of the newly-added instrumentation (pres-

sure transmitters, turbidity analyzers, and valve actuators) as well as modification of the existing SCADA and historian servers, drivers, and remote workstations.

Atlantic Sapphire Salmon Farm Phase I | [Homestead, FL](#)

Mr. Jimenez serves as Lead Instrumentation and Controls Engineer responsible for implementing control strategies for supply and injection wells, cooling water wells, saltwater filtration system, as well as odor control and chemical dosing. Main areas of expertise featured DLR network configuration, which means to detect, manage, and recover from single faults in a ring-based network. The project also includes VFD communication table configurations to provide pump controls over EtherNet/IP™ protocol; network-based instrumentation and controls system including flow meters, ultrasonic level transmitters, salinity analyzers, valve actuators, and pressure transmitters; and custom server configuration with remote access capabilities and HMI screens for all process areas including network diagnostics.



John Burke, PE

Electrical

Mr. Burke brings over 57 years of experience in the planning, design and project management of power, control and instrumentation systems associated with electrical distribution, transmission and substation facilities; water and wastewater treatment plants; airport, roadway and recreational lighting; and industrial and institutional facilities.

Education

BS, Electrical Engineering,
University of Florida, 1966

Certification/License

Professional Engineer: FL

Areas of Expertise

- Power, Control and Instrumentation Systems
- Design and Construction Management
- Water and Wastewater Treatment Plants

Experience

- 57 total years
- 19 years with Hazen

Professional Activities

National Society of Professional Engineers

Florida Engineering Society

Institute of Electrical and Electronic Engineers

City of Boca Raton Water and Wastewater Facility On-Site Sodium Hypochlorite Generation System Rehabilitation | [Boca Raton, FL](#)

Mr. Burke served as Electrical Engineer-of-Record for the City of Boca Raton on a \$10-million water and wastewater facility on-site sodium hypochlorite generation system rehabilitation project. Electrical design included power, controls, and instrumentation wiring for the new on-site generation system.

City of Miramar Wastewater Reclamation Facility | [Miramar, FL](#)

Mr. Burke served as Lead Electrical Engineer for the conceptual planning and development of a Design Criteria Package for expansion of the City of Miramar’s Wastewater Reclamation Facility from 8.4 mgd to 10.5 mgd. The Design Criteria Package was used by the City during the selection process of a design/build contractor. New facilities include an aeration basin, modifications to existing aeration basins, a clarifier, additional blower capacity, an injection well pump, and a new PLC network.

Florida Keys Electric Cooperative Association 20-Year Long Range Plan | [Tavernier, FL](#)

Mr. Burke prepared a long-range system plan for an electric cooperative in Florida. The plan included generation, transmission and distribution analysis, cost estimates, evaluation of alternatives, and preparation of the final plan. The plan was accepted for implementation.

City of St. Augustine 13 Lift Stations Rehabilitation, Repair, and Replacement Project | [St. Augustine, FL](#)

Mr. Burke served as the Electrical Engineer-of-Record. This project, administered via CMAR and partially funded by FEMA, involved rehabilitation or replacement of 13 lift stations, which were damaged during Hurricane Matthew. Lift station capacities range between 100 to 900 gallons per minute and are located in areas subject to storm surge and

sea level rise. The force main included 4,000 lf of 8-inch force main installed via horizontal directional drilling, which involved challenging alignments due to right-of-way curvature and width along with non-ideal geotechnical conditions.

City of Cooper City Pine Island Road Pump Station and Storage Tank | [Cooper City, FL](#)

Mr. Burke served as Electrical Engineer-of-Record for design and permitting. This \$1.8 million project included design of a new pumping station to convey water from an existing 2-mg water storage tank into the City's transmission system at a pressure of 60 PSI. The pump station design included three horizontal split case pumps equipped with variable frequency drives. Pump 1 was a lower flow (700 gpm at 152 feet TDH) "jockey" pump. Pumps 2 and 3 were higher flow pumps (1,400 gpm at 160 feet TDH). Electrical design included new primary power, variable frequency drives, and a diesel engine emergency generator.

South Florida Water Management District SCADA Stilling Well Walkway Replacement – Steel Piles | [South Florida, FL](#)

Mr. Burke served as the Electrical Engineer on this project to design a template for a walkway and platform which support SCADA stilling well equipment and personnel. In addition, Hazen conducted study, meetings and design to determine the best alternative for the District and an economical template to be applied to sites throughout the SFWMD service area.

JEA General Consulting Miscellaneous Electrical Projects | [Jacksonville, FL](#)

Under this contract, Mr. Burke serves as Project Manager/Electrical Engineer-of-Record for the Arlington East WRF Site Lighting Upgrade and Reliability Improvements projects at the Arlington East WRF and the Southwest WRF. Projects include preliminary design, final design, and bid/construction-phase services. Mr. Burke also served as Project Manager for the Pump Station Electrical Condition Assessment

project, where three critical JEA wastewater pump stations were evaluated to provide recommendations for each of the various electrical and control components within each pump station.

Palm Beach County Water Utilities Department Southern Region Water Reclamation Facility, Phase I | [Palm Beach County, FL](#)

As Electrical Project Manager, Mr. Burke provided complete electrical, control and instrumentation interface design and construction services for a new 12-mgd water reclamation facility (facility is now a 35-mgd facility). A 4,000 amp, 4,160-V electrical service was installed to handle both the initial plan and a proposed expansion to 48 mgd. Six, 1,200 amp, 4,160 V feeders, including two primary feeder loops, distribute power throughout the site. Three, 1,360 kW generators provided emergency power and incorporated peak shaving controls to take advantage of utility rate savings.

Miami-Dade Water and Sewer Department North District Wastewater Treatment Plant Electrical Distribution Building No. 3 (NDWWTP EDB 3) Design | [Miami, FL](#)

Mr. Burke serves as Lead Electrical Engineer for design of the NDWWTP's Electrical Distribution Building No. 3. This new facility will replace the existing Electrical Building No. 1 and will provide additional resilience to the NDWWTP. EDB 3 will be a two-story facility with nine 2,500-kW CAT Tier 4 generators. Additionally, a state-of-the-art emergency operations center is proposed to provide a safe, centralized location for plant staff to operate the NDWWTP during emergency conditions.

City of Hallandale Beach High Service Pump Replacement | [Hallandale Beach, FL](#)

Mr. Burke served as the Electrical Engineer-of-Record. Hazen located the proposed pump station electrical equipment in an unutilized FPL room, which will significantly reduce the complexity of the construction sequencing resulting in a \$200,000 cost-savings.



Jose Cano, PE

Electrical

Mr. Cano specializes in designing power distribution systems for water and wastewater treatment facilities. His expertise extends to evaluating existing electrical systems, along with skills in lighting design, fire alarm systems, building automation systems, and grounding/lightning protection.

Education

BS, Electrical Engineering, Florida International University, 2017

Certification/License

Professional Engineer: FL

Areas of Expertise

- Low and medium voltage power distribution systems
- Power system analysis
- Electrical construction administration
- Existing electrical equipment data collection

Experience

- 6 total years
- 1 year with Hazen

Professional Activities

American Water Works Association

Florida Water Environment Association

Cuban American Association of Civil Engineers

Miami-Dade Water and Sewer Department North District Wastewater Treatment Plant Electrical Distribution

Building No. 3 Design | [Miami-Dade County, FL](#)

Mr. Cano is responsible for design of the new Electrical Distribution Building No. 3, which will replace the existing Electrical Distribution Building No. 1 at the wastewater treatment plant. Design includes new medium and low voltage arc resistant switchgears with main-tie-tie-main configurations, nine medium voltage generators, medium voltage transformers and low voltage motor control centers, and other low voltage distribution equipment.

South Florida Water Management District S-8 Upgrades |

[West Palm Beach, FL](#)

Mr. Cano is responsible for the design of all electrical improvement at the existing pump station. Upgrades include the replacement of two existing generators and associated power distribution equipment, power and controls for a new fuel farm facility and new lift station, new layout of site and security lighting, and addition of lightning protection system to the building and other outdoor facilities. Cost: \$1,460,000 (est. fee). Specific Role: Electrical Engineer. The project is ongoing.

City of Sunrise Springtree Water Treatment Plant

Electrical Improvements | [Sunrise, FL](#)

Mr. Cano was responsible for the construction phase services associated with the project. This includes reviewing electrical-related shop drawings and requests for information, construction inspections, progress review meetings, and change management. The project consists of replacement of the plant's 5kV electrical distribution system and replacement/modifications to the paralleling generator equipment.

City of Sunrise Sawgrass Wastewater Treatment Plant - DAF Thickening Process Improvements Design and Bidding Services | Sunrise, FL

Mr. Cano is responsible for design of all electrical improvements at the City's WWTP's existing dissolved air flotation (DAF) thickening building. Improvements include new VFDs for existing pumps, control panels for DAF system, and lighting system for the building.

Atlantic Sapphire Salmon Farm Project, New Wastewater Treatment Plant | Homestead, FL

The project includes design of the new WWTP at Atlantic Sapphire's fish farm. Design includes low voltage distribution equipment to supply power to other facilities in the site with provisions for a portable generator.

East Central Regional Water Reclamation Facility Headworks Bypass and AB5 | West Palm Beach, FL

Mr. Cano served as the Electrical Engineer. Mr. Cano was responsible for review of electrical related shop drawings and RFIs. The project is currently under construction.

City of Oakland Park Stormwater Pump Station | Oakland Park, FL

Mr. Cano served as the electrical Engineer. Mr. Cano was responsible for the electrical design of a new Stormwater Pump Station for the City of Oakland Park.

City of Plantation Regional Wastewater Treatment Plant Electrical Switchboard Upgrades | Plantation, FL

Mr. Cano served as the Electrical QA/QC Reviewer. Mr. Cano was responsible for QA/QC of the electrical plans. Scope of the work included the replacement of the existing main switchboard with a new while maintaining the existing plant under operation.

City of Boca Raton Water Treatment Plant Building 11 Upgrades | Boca Raton, FL

Mr. Cano served as the Electrical QA/QC Reviewer. Mr. Cano was responsible for QA/QC of the electrical plans. Scope of work included the replacement of all mechanical equipment and their associated electrical components, and the relocation of loads to different power sources.



Ryan Nagel, PE, PMP, ENV SP

Sewer Rehabilitation

With 29 years of consulting expertise, Mr. Nagel excels in developing and implementing asset management programs, strategic plans, and performance improvement initiatives. His proven track record includes digital strategy, executive dashboard implementation, workforce development, and financial services for major municipal utilities.

Education

MS, Environmental Engineering, North Dakota State University, 1998

MBA, Finance, University of Kansas, 2002

BS, Civil Engineering, North Dakota State University, 1996

Certification/License

Professional Engineer: KS, MD, NY, VA, DC

Areas of Expertise

- Asset Management
- Utility / Organizational Optimization
- Strategic Business Planning
- Financial Services

Experience

- 29 total years
- 8 years with Hazen

Professional Activities

American Water Works Association

Society of Professional Engineers

Virginia Water Environment Association

Water Environment Federation

City of Fort Lauderdale Strategic Watershed Asset Management Program Development | Fort Lauderdale, FL

Mr. Nagel served as Technical Lead to develop the City’s first Strategic watershed asset management plan with a defined implementation roadmap for the future. Led the performance of an official endorsed assessment of its current related program activities against sound industry standard practice, as defined by the Institute of Asset Management. First, a series of structured interviews of Public Works staff was conducted, along with a review of existing documentation to assess the Public Works existing approach, policies, procedures, and methodologies to asset management and identify gaps based upon the IAM Anatomy framework. The results of the IAM Anatomy Endorsed Maturity Assessment identified a total of 59 potential improvement opportunities across the six IAM subject groups and established the framework upon which the City’s first Strategic WAMP was subsequently developed. Following the Maturity Assessment findings, presented the corresponding recommendations and implementation roadmap to delineate the activities, processes, and documentation needed for Public Works to close the gaps identified and to implement a strategic asset management plan over the next three fiscal years.

City of Fort Lauderdale Sewer Design and Implementation Program | Fort Lauderdale, FL

Mr. Nagel serves as Technical Advisor for this \$150-million, sewer design and implementation program. The purpose of the program is to provide documentation, planning, design and construction engineering and inspection (CEI) services to assist the City with compliance to a Consent Order from the State of Florida. The specific scope of work includes: mapping the entire sanitary sewer system, including 137 miles of force main, 500 miles of gravity sewer, and over 150 pump stations; preparing an updated geodatabase and integrating with electronic field inspection

tools and web-based mapping applications; condition assessment of all sewer systems assets, including gravity system and force mains; capacity assessment of the sewer system via an updated system-wide hydraulic model and detailed collection system models in high growth and known capacity limited basins; CMOM and Asset Management Program development; integration of the CityWorks Enterprise Asset Management System; design and construction management of 70,000 linear feet of force main; and managing submittals for 51 consent order deadlines and milestones.

Gwinnett County Department of Water Resources (GCDWR) Strategic Asset Management Plan (SAMP) Development Assistance | [Gwinnett County, GA](#)

Mr. Nagel served as Project Manager. He was engaged by the GCDWR to facilitate the development of a SAMP and subsequent Tactical Asset Management Plan (TAMP) framework, and to establish policies, processes, and procedures to allow GCDWR to sustain the SAMP and TAMPs as a part of normal course of business long-term.

Renewable Water Resources (ReWa) Capital Project Management Tool | [Greenville, SC](#)

Mr. Nagel served as Project Director. He was responsible for the development and provision of a Project Management (PM) solution that allows the tracking of capital project progress and effectiveness, project schedule, and budget adherence - and makes projections on staffing and construction inspection needs. Specific tasks included assessing existing digital strategy associated with its capital program management processes, conducting a data needs assessment and commercial off-the-shelf project management application review, developing improved business process workflows to enhance PM and CIP execution effectiveness, developing an enhance PM and CIP Tracking application and associated design documentation, and providing system administrator and user training

to staff on the effective use of the PM and CIP Management application.

City of Virginia Beach Computerized Maintenance Management System (CMMS) Work Management Process Review | [Virginia Beach, VA](#)
Project Manager. Responsible for reviewing Public Works' CMMS work management processes as they relate to storm water, traffic, streets and highways to ensure data integrity, optimize work management processes and service request/work order workflows, and identify necessary training needs associated with more efficient and effective work order management.

WSSC Water Asset Management Program Development and Implementation Support | [Laurel, MD](#)

Mr. Nagel served as Program Manager. He was responsible for providing comprehensive asset management services on a multifaceted program, including asset registry data collection, asset condition assessment, risk determination (consequence of failure), level of service (includes assignment to asset level, where applicable), operations & maintenance analysis, asset management modeling, asset management plan report preparation, asset management training (content and on-line modules), economic analysis, optimization analyses, asset management network and enterprise analysis, business logic development and configuration of WSSC's asset management decision support system (RIVA DSS), along with related uncertainty analyses.

Newport News Waterworks Professional Engineering and Water Utility Management Services | [Newport News, VA](#)

Mr. Nagel served as Technical Lead and Project Director. He assisted with the development and implementation of an integrated, multi-phased utility and asset management program, enabling cohesive maintenance and management of infrastructure assets and resources, meeting customer service goals, and ensuring regulatory compliance.



Marta Alonso, PE, ENV SP Permitting

Ms. Alonso specializes in planning, funding, permitting, design, and construction of water and wastewater infrastructure projects. Her experience extends to environmental compliance, management, and restoration of large-scale infrastructure projects.

Education

MSE, Environmental Engineering,
John Hopkins University, 2003

BS, Civil Engineering,
John Hopkins University, 2002

Certification/License

Professional Engineer: FL, MD

Areas of Expertise

- Environmental Compliance/Permitting
- Environmental Management
- Project Funding/Planning
- Project Management
- Program Management
- Conveyance
- International Water and Sanitation
- Stormwater Management

Experience

- 20 total years
- 16 years with Hazen

Professional Activities

American Society of Civil Engineers

Water for People

American Water Works Association

Water Environment Federation

City of Miami Beach Public Works Department – In-House Consulting Services | [Miami Beach, FL](#)

Ms. Alonso served as in-house consultant at the City of Miami Beach Public Works Department (City), providing environmental support services to help achieve and maintain regulatory compliance on City projects. To ensure regulatory compliance on future City projects, Ms. Alonso was part of a team that developed a permit control tool that City project managers can utilize to identify potential permits required on their projects, as well as to obtain permit application guidance, and to track the project’s regulatory compliance status. She was also involved in coordination with the Miami-Dade Regulatory and Economic Resources Department, providing environmental support services to achieve compliance on the City’s Class II stormwater permits. Ms. Alonso monitored and provided guidance on environmental permitting, particularly for key City projects such as the Indian Creek flood mitigation project. Ms. Alonso also prepared permitting and regulatory compliance progress updates for the Public Works Department and updated the City’s permit tracking database.

Seminole Tribe of Florida Water and Wastewater Treatment Plant Injection Well Design/Permitting | [Hollywood/Brighton, FL](#)

Ms. Alonso prepared Conceptual Design Reports and preliminary cost estimates for the injection well disposal systems of the Brighton Reservation Water Treatment Plant and the Hollywood Reservation Water and Wastewater Treatment Plants, and prepared subsequent construction and operation permit applications for the Environmental Protection Agency.

Miami-Dade Water and Sewer Department Ocean Outfall Legislation Program |

[Miami Dade County, FL](#)

Ms. Alonso served as Regulatory Compliance Senior Technical Consultant/Permitting Lead on the Miami-Dade Water and Sewer Department’s \$2.2 billion program (11-year program), which includes upgrades to the County’s three existing wastewater treatment plants, including the addition

of injection wells for effluent disposal. The scope of work consists of delivery of a comprehensive, technically sound, long-term program that encompasses planning, design, procurement, construction, and commissioning of over 20 capital projects. Ms. Alonso's responsibilities on the program include: environmental support services to support and maintain regulatory compliance of 24 projects (in planning, design and construction), environmental permitting, identifying and tracking the permitting requirements on the program, identifying environmental impact minimization measures on each project, identifying measures to accelerate the regulatory agency approval process, presenting the program components to local regulatory agencies, supervising air quality permitting, reviewing environmental/biological assessments and reports, identifying project environmental considerations including protected environmental resources and contamination sites, progress reporting, and the evaluation of program planning alternatives utilizing the Envision sustainability framework. Ms. Alonso also assisted with applying for and obtaining over \$2B in WIFIA funding.

**Miami-Dade Water and Sewer Department
Government Cut Utility Relocation Projects |
Miami-Dade County, FL**

Ms. Alonso served as Permitting Engineer/Project Engineer on the design-build team of the Government Cut Utility Relocation Projects. The projects consisted of a 54-inch force main replacement via micro-tunneling, and a 24-inch water main replacement via horizontal directional drilling. The projects were being completed in preparation for the opening of the newly expanded Panama Canal, which required deepening the access channels to the Port of Miami. Ms. Alonso's responsibilities included permitting, preparation and compila-

tion of the design work packages issued for construction, coral relocation and post-construction monitoring, and environmental compliance. Ms. Alonso assisted in the preparation of the environmental compliance plan, which out-lines measures for the protection of water quality, air quality, benthic resources, endangered species, and historic and archaeological resources. Ms. Alonso also worked on an evaluation of alternatives for the second phase of the project, in which a second micro-tunnel was selected.

**City of Cooper City Pine Island Road
Pump Station | Cooper City, FL**

Ms. Alonso served as Project Engineer for permitting and design of the new 6-mgd pump station, which included a new pump station building, a diesel generator and enclosure, influent and effluent metering vaults, a transformer, and other appurtenances. The pump station was designed to convey water from an existing 2-million-gallon water storage tank. The pump station design included three horizontal split case pumps equipped with variable speed drives. Additionally, the project included design of backup power generation system along with extensive landscaping to meet the City's land development code.

**Broward County Water and Wastewater
Services North Regional Wastewater Treatment
Plant Ocean Outfall Rehabilitation Permitting/
Mitigation | Broward County, FL**

Ms. Alonso served as Project Engineer on various projects at the Broward County North Regional Wastewater Treatment Plant (WWTP), in Pompano Beach, Florida. Projects included the design and permitting of the plant's ocean outfall cover rehabilitation, which included the preparation of a coral relocation and post-construction monitoring plan.



3

Past Experience

3 Past Experience

Hazen is a nationally and internationally recognized environmental engineering consulting firm that has **provided complete in-house engineering services focused on all things water in Florida since 1968**. Hazen is ready to assist the Town of Highland Beach with projects released under this RFQ for Continuing Professional Engineering Services.

The Hazen team provides a proven track record of delivering successful projects of similar scope for many other municipalities throughout Florida and nationwide.

Hazen and Sawyer is pursuing the following services:

- **Civil Engineering**
- **Water/Wastewater/Stormwater**
- **Mechanical/Electrical/Plumbing**

Plus other services:

- **Construction Inspection Engineering**
- **Construction Supervision and Administration**

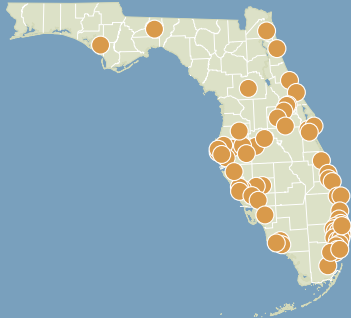
The Hazen Team provides the full range of discipline services for this contract.

Hazen has served as general consultant for more than 60 utilities in Florida.

The following pages provide an overview of our wide range of services, with specific project examples. Many of these utilities have retained us for multiple continuing contracts and are long-standing, repeat clients. South Florida Engineering Services, Inc. provides specific skill sets that complement Hazen's own to provide the Town with a range of services requested in the RFQ.



Hazen and Sawyer General Consulting Experience



Hazen has served as general consultant for more than 60 utilities in Florida. Many have retained us for multiple continuing contracts and are long-standing, repeat assignments.

Our general consulting assignments include water, wastewater, and stormwater master planning experience. We are also providing planning, design, permitting, construction, start-up, and troubleshooting of membrane treatment plants along with the refurbishment and replacement of water and wastewater infrastructure.

Water Supply
Led the design and permitting of more than 50 facilities in Florida with an installed capacity of over 1.5 billion gallons per day



Hydraulic Modeling
Modeling experience includes 2,000+ sewer lift stations and 4,000+ miles of water and force mains

Water Treatment
Designed 1+ billion gallons per day of plant upgrades over the last 15 years (cumulative capacity)



Water Distribution
Designed more than 3.2 million linear feet of water pipe larger than 6 inches

Pumping Systems
Designed new or upgraded more than 150 pump stations throughout Florida



Asset Management
Physically assessed more than 10,000 assets and 20 treatment plants throughout Florida

Resilience
Assisted many coastal communities with planning for sea level rise and stormwater impacts



Stormwater Management
Assisted many communities with master planning for stormwater impacts

Construction Management
Oversaw construction of more than \$2.5 billion in water infrastructure over the past decade



Effluent Disposal
Designed and overseeing construction of deep injection wells along the Gulf Coast.

Instrumentation
Instrumentation & control system design and process optimization studies on all projects since the firm's founding in 1951, with expertise apparent in 60+ facilities.



Reclaimed Water
Worked on reclaimed water projects at 24 facilities in Florida and involved in Florida's regulation process for direct and indirect potable reuse.

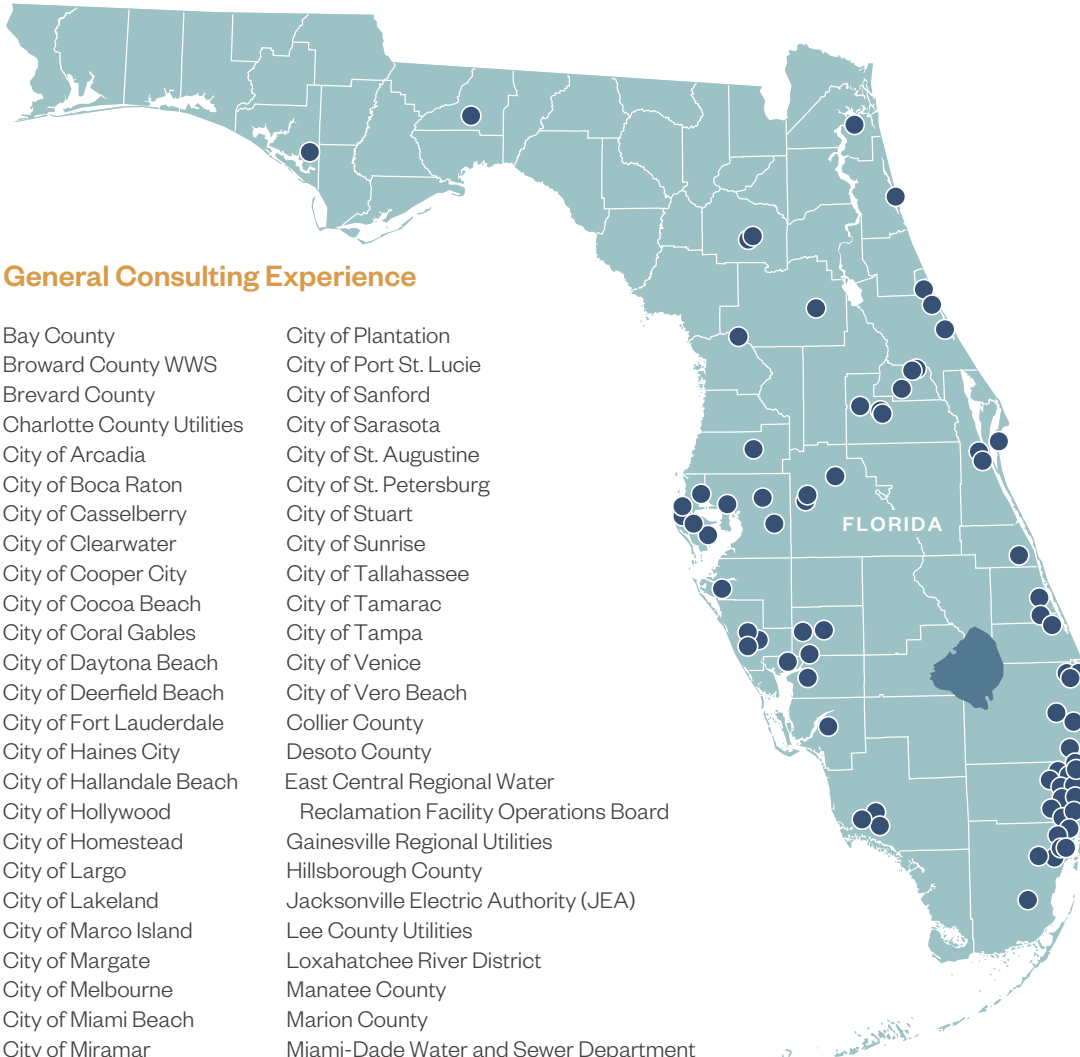
Wastewater Treatment
Designed 1+ billion gallons per day of plant upgrades in the last 10 years (cumulative capacity)



Wastewater Collection
Provided I/I flow reduction and rehabilitation for 6,740+ miles of sewer

Similar General Consulting Experience

Hazen has provided complete in-house engineering services in Florida since 1968 and has extensive experience successfully completing projects similar in scope to this contract. We have provided general consulting services for more than 60 utilities throughout Florida, as demonstrated in the map below.



General Consulting Experience

- | | | |
|----------------------------|--|--|
| Bay County | City of Plantation | |
| Broward County WWS | City of Port St. Lucie | |
| Brevard County | City of Sanford | |
| Charlotte County Utilities | City of Sarasota | |
| City of Arcadia | City of St. Augustine | |
| City of Boca Raton | City of St. Petersburg | |
| City of Casselberry | City of Stuart | |
| City of Clearwater | City of Sunrise | |
| City of Cooper City | City of Tallahassee | |
| City of Cocoa Beach | City of Tamarac | |
| City of Coral Gables | City of Tampa | |
| City of Daytona Beach | City of Venice | |
| City of Deerfield Beach | City of Vero Beach | |
| City of Fort Lauderdale | Collier County | |
| City of Haines City | Desoto County | |
| City of Hallandale Beach | East Central Regional Water | |
| City of Hollywood | Reclamation Facility Operations Board | |
| City of Homestead | Gainesville Regional Utilities | |
| City of Largo | Hillsborough County | |
| City of Lakeland | Jacksonville Electric Authority (JEA) | |
| City of Marco Island | Lee County Utilities | |
| City of Margate | Loxahatchee River District | |
| City of Melbourne | Manatee County | |
| City of Miami Beach | Marion County | |
| City of Miramar | Miami-Dade Water and Sewer Department | |
| City of Naples | Miami-Dade Aviation Department | |
| City of North Lauderdale | Orlando Utilities Commission (OUC) | |
| City of North Miami | Palm Beach County Water Utilities Department | South Central Regional Wastewater Treatment and Disposal Board (SCRWTDB) |
| City of North Miami Beach | Pasco County Utilities | Tampa Bay Water |
| City of North Port | Peace River | Town of Jupiter |
| City of Oakland Park | Pinellas County | University of Florida |
| City of Ocoee | Polk County Utilities | Utilities Commission, City of New Smyrna Beach |
| City of Orlando | St. Lucie County | Village of Wellington |
| City of Ormond Beach | Sarasota County | Withlacoochee Regional Water Supply Authority |
| City of Pembroke Pines | Seminole County | |
| City of Plant City | Seminole Tribe of Florida | |

Hazen and Sawyer Water Treatment Plant Experience

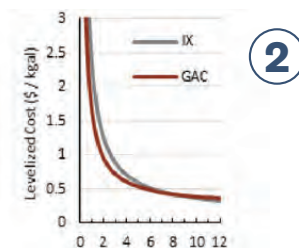


Designed more than
1 BILLION
gallons per day
of plant upgrades
over the last
15 years

Since 1984, Hazen has provided general consultant services for water treatment plant projects to multiple South Florida clients. Our experience includes reverse osmosis, nanofiltration, and lime softening plants. We have designed more than 15 membrane plants in South Florida alone (new and improvements to existing membrane and lime softening facilities).



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6

1. Fort Lauderdale Peele Dixie Membrane Plant

Design and construction oversight for a 12-mgd membrane softening facility, two 4-MG storage tanks, related chemical storage and feed facilities, air strippers/clear well, and high service and transfer pump stations.

2. PFAS Management Plan for MDWASD

Assisted MDWASD in proactively developing an understanding of PFAS occurrence patterns, wellfield management, and treatment options available for reducing levels of PFAS in the finished drinking water.

3. North Miami Winson Water Treatment Plant

Design and permitting of upgrades to aging facilities at the lime softening water treatment plant including pumping facilities, filters, storage tanks, raw water supply wells, etc. Design team included civil, process mechanical, HVAC, structural, architectural, electrical, controls, landscaping, and irrigation disciplines.

4. Town of Jupiter Nanofiltration Facility

Design, permitting, and pilot testing oversight services for a new 14.5-mgd Nanofiltration Facility (expandable to 17 mgd). Innovative center-feed design provides annual 30% savings in electrical costs.

5. Hallandale Beach Water Treatment Plant

Design, bidding, permitting, and construction management services, as well as oversight, pilot testing, start-up coordination, and first-year operational assistance for the 6-mgd nanofiltration plant; design for addition of a RO skid to the existing plant, including appurtenant pretreatment and chemical facilities; condition assessment of the WTP's facilities; and preparation of an R&R report.

6. Cooper City Bench-Scale Testing

Conducted bench-scale testing with Hazen's mobile laboratory to assess the impact on disinfection by-products of changing the chlorination strategy from monochloramine to free chlorine in the water tanks.

Hazen and Sawyer Lead and Copper Corrosion Control

A selection of our relevant experience within the last five years is presented in the table below. **Many of these projects are for municipalities of similar size and complexity to the Town.**

The Hazen Team possesses the necessary in-house expertise to ensure that Highland Beach achieves an inventory in compliance with EPA's Lead and Copper Rule Revisions.

LCRR Project Experience

Client/Location	Customers	LCRR Compliance	LSL Inventory	LSL Identification	LSL Replacement Plan	Sampling and Monitoring	Customer Outreach	Funding Support	GIS and Program Tracking Dashboard	Geospatial LSL Likelihood Analysis Modeling or ML Implementation Assistance	Multi-Year Program	Regulatory Coordination
Town of Jupiter, FL	88,000	■	■	■		■						■
Miami Beach LCRR Program Assistance, FL	90,000	■	■	■	■	■	■	■	■	■	■	■
City of Tallahassee, FL	200,000	■	■	■		■	■					■
City of Fort Lauderdale, FL	220,000	■				■				■		■
City of Tampa, FL	720,000	■	■	■								■
Miami-Dade WASD, FL	2,300,000	■	■	■	■	■	■	■	■	■	■	■
Sweetwater Authority, CA	200,000	■	■	■	■	■	■	■	■			
City of Richmond, VA	230,000	■	■	■	■	■	■			■	■	■
Los Angeles Department of Water & Power, CA	4,000,000	■	■	■	■	■	■	■	■	■	■	■
City of Tempe, AZ	185,000	■	■	■		■	■	■		■	■	■
Baltimore, MD	400,000	■	■	■	■	■	■	■		■	■	■
City of Kingman, AZ	33,000	■	■							■		
Soldier Canyon, CO	65,000	■	■	■	■	■	■	■	■	■	■	■
City of Englewood, CO	49,000	■	■	■	■	■	■	■	■	■	■	■
City of Glendale, AZ	250,000	■	■	■		■	■	■		■	■	■
City of Peoria, AZ	200,000	■	■	■		■	■	■		■	■	■
Charles County, MD	75,000	■	■	■	■	■	■	■	■	■	■	■
Leesburg, VA	60,000	■	■	■	■	■	■	■	■	■	■	■
Washington Suburban Sanitary Commission, MD	1,800,000	■	■	■	■		■					■
City of Chesapeake, VA	200,000	■	■	■	■			■	■	■	■	■
Connecticut Water, CT	105,000	■	■	■	■	■	■			■		
City of Gainesville, GA	159,000	■	■	■		■	■		■	■	■	■
Clayton County, GA	275,000	■	■	■		■	■		■	■	■	■
City of Buffalo, NY	276,000	■				■	■			■	■	■
Cobb County-Marietta Water Authority, GA	950,000	■				■	■			■	■	■
Virginia Beach, VA	450,000	■	■	■					■	■	■	■
Spotsylvania County, VA	230,000	■	■	■					■	■	■	■
City of Winchester, VA	30,000	■	■	■	■				■	■		■
Cape Fear Public Utility Authority, NC	190,000	■					■			■	■	■
Charlotte Water, NC	818,000	■								■	■	■
City of Greensboro, NC	290,000	■				■				■	■	■
City of Atlanta, GA	1,200,000	■				■				■	■	■
Erie County Water Authority, NY	920,000	■				■		■		■	■	■
Chandler, AZ	260,000											
Goodyear, AZ	102,000											

Hazen and Sawyer Water Supply Experience

 Hazen designed, permitted and planned **65 water wells** since 2000

Hazen offers extensive experience in water use permitting, demand forecasting, water supply well design, testing and rehabilitation. We have assembled some of the **most experienced water supply and wellfield development professionals in Florida to help the Town with its water supply needs.**

Hazen offers extensive experience in water use permitting, demand forecasting, water supply well design, testing and rehabilitation. We have assembled some of the most experienced water supply and wellfield development professionals in Florida to help the Town of Highland Beach with its water supply needs. **Hazen is a State of Florida Registered DBPR Geology Business.**

Hazen is leading many water supply well projects throughout the State and locally in South Florida, which provides us with an in-depth understanding of the regulations, permitting, design, drilling, testing, operation and maintenance of both surficial aquifer and Floridan aquifer wellfields. Our team of Florida registered Professional Geologists and Professional Engineers led by **Gerrit Bulman, PG, George Brown, PE, Rama Rani,**

PG, and Angela Giuliano, PG, have spent their careers focused on Florida’s unique water resources challenges, wellfield management and water use permitting.

- **Mr. Brown** and **Mr. Bulman** have designed numerous water supply wells, wellheads and raw water conveyance systems throughout South Florida.
- **Mr. Bulman** and **Ms. Giuliano** have provided the hydrogeologic services for well permitting, construction, testing and rehabilitation throughout South Florida.
- **Ms. Rani** brings two decades of experience with the South Florida Water Management District, leading the groundwater modeling group.

The Hazen team is prepared to support the Town’s water supply and wellfield needs as evidenced by our qualified staff and relevant experience summarized on the following pages.



District 2 Wells No. 8 & 9 Replacement

Hazen was retained by Broward County to provide engineering services during construction for the

rehabilitation of Biscayne Aquifer Wells 8 and 9 serving as a raw water source to the 2A Water Treatment Plant.



Production Well-9 (PW-9)

Hazen designed Hallandale Beach’s Biscayne Aquifer production well PW-9. The well will be equipped with a 2,100 gpm submersible pump.



Floridan Aquifer Wells

Hazen designed the City of Fort Lauderdale’s two Floridan Aquifer Wells. These wells provided crucial data to develop

planning documents to layout a road map for expansion of the Peele-Dixie WTP with reverse osmosis treatment of the Floridan Aquifer.



2021 Water Use Permit

This project for the City of Margate included forecasting population growth and associated increase in water demand as well as ground

water modeling. The permit was successfully obtained, including the addition of future alternative water supply for a 50-year period.

Hazen and Sawyer

Water Distribution Experience

Hazen's experience in water conveyance systems covers the full range of services, including initial planning, preliminary and detailed design, permitting, hydraulic modeling including numerous hydraulic studies and network analyses, and construction management. We have supported municipalities in the relocation of utilities for road conflicts, expanded distribution systems to create loops for improving water quality, and assisted with the rehab and replacement of water distribution piping.

The major capital investment of a water utility is in the water distribution system. These systems consist of transmission mains, distribution lines, services, and meters.

Our recent water main experience includes a key project with Fort Lauderdale, the Las Olas Boulevard Intracoastal Waterway Crossing. For this project, Hazen prepared a design criteria package (DCP) for replacing a 16-inch sub-aqueous water main with a deeper 20-inch water main to cross the Intracoastal Waterway at Las Olas Boulevard, as well as provided permitting assistance. The City decided to install a new 16-inch diameter sub-aqueous wastewater force main on the south side of the Las Olas Boulevard Bridge. Hazen partnered with another firm to prepare the DCP documents for the sewage force main.

The Las Olas Boulevard Intracoastal Waterway Crossing was recognized with the 2017 **Design-Build Institute of America's Florida Region Best Overall in Water/Wastewater Award**.

Las Olas Boulevard Intracoastal Waterway Crossing

City of Fort Lauderdale, FL

Dredging planned for the Intracoastal Waterway (ICW) required rapid replacement of the City of Fort Lauderdale's water main at the Las Olas Boulevard bridge at a deeper elevation or risk cutting of the water main. The City completed the replacement water main crossing of the ICW at Las Olas Boulevard in record time (6 months) via collaborative design-build procurement to accelerate project delivery. The design-build resulted in completing the project 20 percent faster than traditional methods. Hazen served as the design criteria professional for the water main replacement. **Craven Thompson** prepared the DCP drawings for 16-inch force main intracoastal waterway crossing.

Qualifications of specific people assigned to this contract:

- George Brown, PE** served as Lead Design Criteria Professional for this project. He has 27 years of experience in the design of mechanical systems; has designed 0.5 billion gallons per day of pumping

facilities and 95,000 feet of pipelines. He began serving as Hazen's Civil Discipline Regional Leader in 2012; he is responsible for Hazen's civil design standards. Mr. Brown holds a BS, University of Florida, 1996, Environmental Engineering.

- Project located in Florida.
- Project completed in the last five years.
(Completed in 01/2017)



DBIA
Design-Build '17
BEST OVERALL IN
WATER/WASTEWATER
Las Olas Boulevard Intracoastal
Waterway Crossing, City of Fort Lauderdale
Florida Region Design-Build Institute of America Awards



Hazen and Sawyer

Wastewater Collection Experience



Hazen's Florida staff has designed

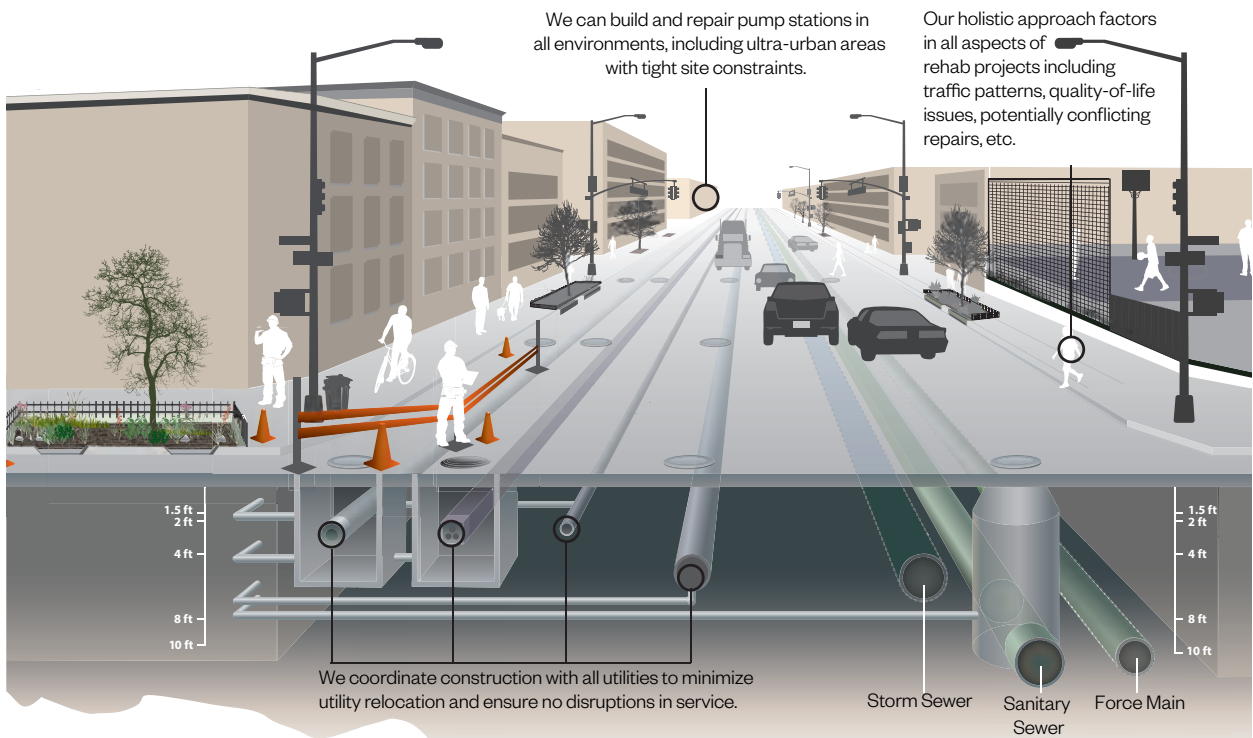
\$1.5 BILLION
worth of water and sewer pipelines.

Hazen has been designing Wastewater Collection & Transmission elements for over six decades in the United States and overseas. Our staff has experience with almost every available pipe material offered in both domestic and international markets.

The backbone of any wastewater system is the network of pumps and pipes that collect and convey wastewater to be treated. Much of this aging infrastructure is reaching a point of deterioration and, in many cases, has limited or no additional useful life. Failure of these systems can result in significant disruptions in service, property damage, and serious public health consequences.

Our projects within collection and transmission systems frequently include site-related design components such as stormwater systems or sidewalk and road improvements. Our goal is to address these components so they have a positive impact on the surrounding community.

Whether assessing and rehabilitating existing assets or building new assets, we combine top technical know-how with innovative, informed, responsive service on conveyance projects of all scopes and sizes. We specialize in a variety of construction methods, including horizontal directional drilling (HDD), microtunneling, jack-and-bore and other trenchless techniques. Hazen's extensive buried infrastructure capabilities are complemented by our award-winning pump station design and construction management solutions, which have provided immediate operational benefits and long-term cost savings to clients nationwide.



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Hazen and Sawyer

Pump Station & Lift Station Experience

Hazen has designed over **10.9 BILLION** gallons per day in pumping capacity firmwide.

Hazen’s Florida pump station and booster station design experience includes more than 200 projects.

Projects range from new regional stations to rehabilitation of existing prefabricated pumping units.

Our staff has experience with almost every available pump technology and pump drive offered. Through this experience, we have developed knowledge regarding the main pump manufacturers on the current market, allowing us to assess the best technology for each application.

In addition, many of our lift station and pump station projects have included hydraulic modeling analysis for pump and distribution system operation, and ground storage tank design. CFD models allow Hazen to evaluate operational scenarios and design modifications for storage tanks. These proactive efforts allow our team to identify the best mixing and tank operation approach during design.

Pump Station Services

Hazen is synonymous with hydraulics and pumping.

Stormwater



8

Facilities
Over 100 mgd

Wastewater



23

Facilities
Over 100 mgd

Water



11

Facilities
Over 100 mgd



1

1. Hallandale Beach High Service Pump Replacement

Design, permitting, bidding and services during construction for replacement of the high service pumps including four new horizontal split-case pumps designed for 4,500 gpm at 175 feet total dynamic head equipped with variable frequency drives.



2

2. North Miami Beach Pump Station Improvement Program

Design and permitting of two of the stations on a fast-track basis to obtain approval from DERM as well as the State Revolving Loan Fund (SRF), the entity funding the project. Once complete, the City requested that Hazen perform a constructability review of all 10 stations based on our knowledge of the City’s standards and experience.



3

3. Hialeah, FL Pump Station Improvement Program

As part of the Pump Station Improvement Program (PSIP), the City proposed upgrades to 14 pump stations. Improvements were performed to satisfy regulatory requirements, replace aging infrastructure, increase reliability, and standardize all stations on a submersible type configuration. Improvements replaced mechanical, electrical, structural, and instrumentation components in 14 submersible pump stations along with associated force main improvements ranging in size from 8 - 16 inches. This project has been ongoing for more than 15 years and Hazen has designed upgrades for over 35 pump stations, including 2 master pump stations.

Hazen and Sawyer Infiltration/Inflow (I/I) and SSES Experience

Hazen has provided
I/I FLOW reduction
and rehabilitation

for
more than **6,740**
Miles of Sewer



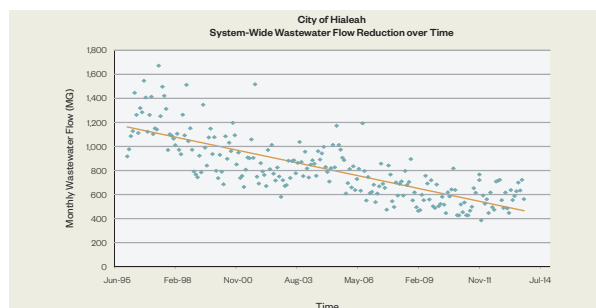
Hazen has provided I/I and sewer rehabilitation program management services to utilities across Florida, including Pembroke Pines, Coral Gables, Hialeah, Homestead, and Broward and Miami-Dade Counties. **Hazen knows each step of the I/I flow reduction program, sewer system evaluation survey (SSES), and sewer rehabilitation.**

Emphasis has shifted in many local utilities to rehabilitating existing collection systems, to reduce excess leakage caused by broken pipes or fittings or stormwater entering the system. Excessive Inflow and Infiltration (I/I) causes an economic burden. Rainwater and groundwater, which normally do not require treatment, enter the collection system and increase the amount of wastewater flow that must be collected and treated. Increased flows translate into higher pumping and treatment costs, unnecessary utilization of available treatment and transmission capacity, and, in the worst case, can lead to sanitary sewer overflows.



City of Fort Lauderdale Sewer Design and Implementation Program

Hazen serves as Program Manager for this effort and is responsible for implementation and coordination of projects to satisfy 40 Consent Order deadlines. Scope of work includes I&I reduction programs including CCTV inspection and remediation where in six pump station basins. Hazen is also providing training of City I&I staff so that they can manage the program independently.



City of Hialeah

Hazen has assisted the City of Hialeah with its sewer condition assessment and rehabilitation program for many years, and has performed activities required to identify all of the key steps in the inflow and infiltration, including

- Manhole inspection
- Smoke testing
- Night flow isolation
- Flow and rainfall monitoring
- Wet weather hydraulic modeling
- Video inspection review
- Repair alternatives analysis
- Cost estimating, repair prioritization

Hazen and Sawyer Deep Injection Wells Experience

Hazen designed **50%** of the **44 Class I injection wells** currently operating in Broward County.

Hazen has been involved in design, permitting, testing, and construction management of Class I deep injection wells in South Florida since 1978.

Hazen maintains local staff and a full support team, led by **Gerrit Bulman, PG**, to assist with injection well permitting and mechanical integrity testing. Mr. Bulman has extensive experience related to water resources, including effluent disposal and deep well injection programs, aquifer storage and recovery (ASR), wellfield design and evaluation, saltwater intrusion analysis, water supply, permitting, and regulatory development.

“I highly recommend Hazen ... for any management, inspection and analytical studies of deep injection wells and associated monitoring wells.”

Larry Duemmling, former Assistant Director of Utilities, City of Plantation



1. SCRWTDB WWTP

Design, permitting, and construction oversight of first 24" DIW system, including operational assistance, MITs, and permit renewals.

one dual-zone monitor well. Multiple MIT and operating permit renewals.

2. SCRWTDB Injection Well No. 2

Design, permitting, and construction oversight of second 24" DIW.

5. City of Plantation East WTP, Central WTP, Regional WWTP

Design, permitting, and construction management of one dual-zone monitor well at RWWTP. Tubing replacement design and construction management for one 11.8" DIW at CWTP. Construction management for one 11.8" DIW at EWTP. MIT and operating permit renewals.

3. Broward County North Regional WWTP

Design, permitting, and construction management of eight 24" DIWs and six dual-zone monitor wells. Multiple MIT and operating permit renewals.

6. City of Hallandale Beach WTP

Design and permitting of one 11.8" DIW. Construction management for two 11.8" DIWs. Design, permitting, and construction management of one dual-zone monitor well. Multiple MIT and operating permit renewals.

4. City of Fort Lauderdale Peele-Dixie WTP

Design, permitting, and construction management of one 16" DIW and

Hazen and Sawyer Stormwater Experience

Hazen has provided
STORMWATER
services for
33 Florida
Clients
since **1968**



Hazen has provided stormwater consulting services in Florida for over four decades and served as general stormwater consultant to numerous municipalities. Hazen has implemented over \$2 billion in local public works infrastructure projects over the past 10 years, including a significant volume of stormwater management improvements.

Hazen understands the importance of leveraging existing stormwater infrastructure to aid in the improvement of the system

to address the dynamic flood management, coastal resiliency, and water quality challenges that municipalities continue to face in Florida.

Efforts include numerous completed projects related to stormwater management design and permitting; stormwater utility development, implementation, and operations; and regulatory assistance, including NPDES programs and projects. Much of our experience is related to Clean Water Act resultant programs and retrofitting existing drainage/stormwater management systems to improve flood control and meet water quality objectives. Hazen has completed Stormwater Master Plans (or plan updates) for the Cities of Hollywood, Plantation and Stuart, St. Lucie County, Sarasota County, and the Town of Jupiter. Additionally, we have completed numerous basin studies throughout Florida.



1. Town of Jupiter Stormwater Consultant

Hazen has served as the General Stormwater Consultant for the Town of Jupiter for over 15 years, and in this capacity has provided stormwater planning, design, permitting, plan review, and construction oversight services. During this time, Hazen has become an extension of the Town's staff and has helped ensure the continued reliability of the stormwater system. This experience helps demonstrate our vast understanding of the potential climate change impacts in Southeast Florida.



2. Fort Lauderdale Stormwater Master Plan Modeling and Design Implementation Services

Hazen was selected in 2016 as the Program Manager for delivery of a new stormwater master plan and implementation of designs to address chronic flooding, other stormwater management challenges, and sea level rise adaptation. The City covers 23,000 acres of highly-urbanized neighborhoods, with much of its coastal land area within the floodplain and numerous rivers and tributaries running throughout the City. The project team evaluated long-range solutions that perform effectively over a broad range of climatological and other uncertain future conditions.

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Hazen and Sawyer Climate Change/Resilience Experience

Hazen has provided

RESILIENCE
services for
28 FLORIDA CLIENTS
since **1968**

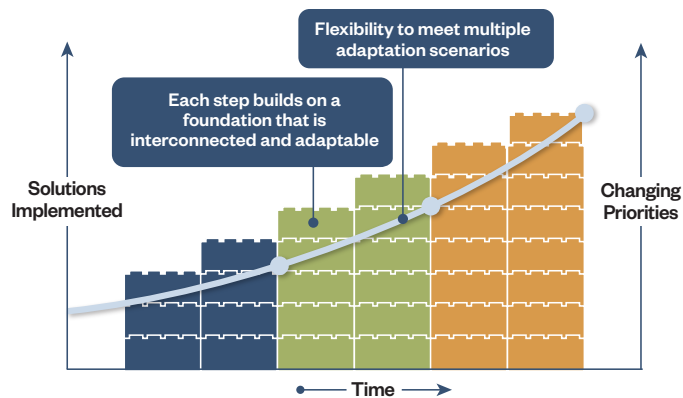


Hazen understands the importance of characterizing and communicating climate-related risks that span source water availability, source water quality, and infrastructure integrity in terms of magnitude, timing, and consequence.

Hazen has influenced and managed sustainable, resilient infrastructure development in Florida and around the globe for over six decades.

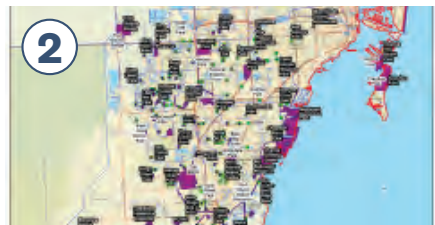
Our approach demonstrates our expertise in evaluating and preparing for the possible effects of climate uncertainty. Our climate adaptation strategies concentrate on maintaining the highest level of protection for our communities at a sustainable investment rate.

Implementation of Adaptable Solutions



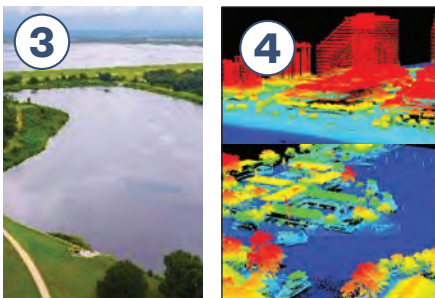
1. Broward County County-wide Risk Assessment and Resilience Plan

Providing an **actionable resilience plan** consisting of a **detailed hydrologic (stormwater) model, robust economic model, visualization platform** (to aid regional planning and project tracking), and a written plan to provide the foundation for collective mitigation of future flooding throughout the County.



2. Miami-Dade WASD Rapid Action Plan

Developed methodology to establish criticality and vulnerability rankings of County facilities based on flood potential under current and future conditions.



3. Peace River Regional Reservoir No. 3 Siting & Feasibility Study

Modeling system-wide reliability impacts of design decisions for new Peace River intake and above-ground reservoir. Projected river flows & water quality under current and future sea levels, precipitation, & water use conditions.

4. City of Fort Lauderdale Stormwater Master Plan Modeling and Design Implementation Services

Program Manager for new stormwater master plan and implementation of designs to address chronic flooding & other stormwater management issues.

Hazen and Sawyer Grant Management Experience

Hazen has helped clients obtain & administer over
\$4 BILLION
in state and federal funding for W/WW in the last ten years, including over **\$1 BILLION** in Florida.

Hazen provides comprehensive funding assistance for a wide range of projects, including major expansion, rehabilitation, and replacement, energy incentives, and disaster relief.

Funding Assistance Approach

Proactive Approach to key emerging opportunities.

Hazen’s four-step approach allows us to respond to the quickly-changing infrastructure funding landscape.

Strategize



Strategize about applicable, available, and achievable funding options

Inform



Inform design decisions to maximize the funding sources and amounts

Conform



Conform to all permitting, engineering report, and contract requirements

Secure



Secure funds from application through contract phase

Hazen also provides funding strategy and implementation plan development, funding application preparation and supporting documentation (planning, environmental, financial), and reporting and compliance for the life of a project.

- Hazen offers funding experts locally and nationally who are solely dedicated to funding planning, administration, and compliance.
- Our team knows the process from all angles of funding—from project management to including boots-on-the-ground experience. We have experience in funding a multitude of projects “all things water.” Our team offers experts in hazard mitigation and lead service line funding.

Hazen’s funding success includes the following sources:



\$1.4 Billion
in funding approvals over 4 years



FEMA \$1.1 Billion
in funding to recover from disasters and harden infrastructure



\$350 Million
to fund resilient infrastructure



\$1.0 Billion
across the country



Sharon Simington
Southeast Regional Funding Program Lead

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Hazen and Sawyer

Instrumentation and Controls Experience



Our large volume of experience with these systems gives us **the highest level of expertise** of the state-of-the-art in SCADA hardware, software, and communication systems.

Hazen is recognized as a leader in Florida in the design and implementation of integrated instrumentation, process control, telemetry and information systems for utility systems in the rapidly advancing field of computer control and data communications.

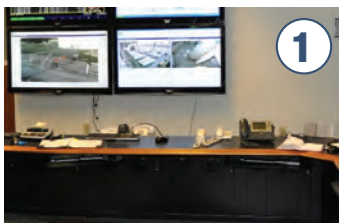
Almost since the firm's inception, Hazen has provided instrumentation, control, and SCADA system design and construction services. Our capabilities rival those of specialty automation consultants. Hazen is often chosen to perform stand-alone automation and SCADA projects and to provide these services to other consultants. Our control system engineers are dedicated to projects in water and wastewater.

Our goal on every project is to provide a practical and cost-effective system that uses the latest technology and meets the needs of each client. Each system design includes input from the client regarding functionality and technology. Our large volume of experience gives us the highest understanding of the state-of-the-art in SCADA hardware, software, and communication systems. Our engineers are expert in these areas:

- Field investigations
- SCADA-related renovations
- PLC/PAC hardware applications and programming
- HMI software specification configuration
- Data management software systems
- Communication subsystems
- Security measures for SCADA infrastructure.

Our instrumentation and control professionals are solely dedicated to water projects, **giving us a thorough understanding of the unique design and reliability requirements specific to these facilities.**

Our Instrumentation and Control team will be led by Engineers Evan Curtis, PE, and Alfredo Jimenez.



1

1. Broward County North Regional Wastewater Treatment Plant SCADA System Replacement

Hazen is providing software needs assessment, process control system hardware requirements, software functional evaluation, design, permitting, procurement assistance, and construction management services related to the SCADA system replacement project.



2

2. Seminole Tribe of Florida Brighton Reservation RO WTP North Regional Wastewater Treatment Plant SCADA System Replacement

Hazen provided pilot testing of RO membranes for a 1.6-mgd water treatment plant upgrade based on a new water supply source. The project included evaluation of various membranes and anti-scalants. Hazen provided the associated electrical and control system modifications for the above improvements.

Hazen and Sawyer Asset Management Experience

Assessments for over

7,800
assets



and **14** treatment
plants
in Southeast Florida

Our Asset Management Services Group combines top technical knowledge with innovative, informed, and responsive solutions that have resulted in immediate and long-term cost savings to clients nationwide.

Hazen’s Asset Management Services Group includes nationally-recognized professionals in engineering, asset management strategic planning, asset management business processes and principles, infrastructure assessment and planning, risk assessment (condition and criticality), rehabilitation and renewal planning, data collection and management, and information technology assessments.

Rising operating costs, aging infrastructure, regulatory pressures, simultaneously ongoing programs, and a customer base that is resistant to rate increases means the Utility must find ways to extract greater value from their existing assets. Many utilities already implement several of the elements of asset management programs—they just may not refer to these tasks collectively as asset management. The Hazen Team provides an integrated suite of asset management services and tools for both above- and below-ground assets that cover all aspects of the asset’s whole life cycle, including safety, operational performance, levels of service, contractual requirements, and maintenance requirements.

More than **200**
Asset Management
Projects in the past 5 years

Asset Management Services

Asset Condition
& Risk
Management



Asset
Management
Road Map



Regulatory
Requirements



CIP Planning
& Affordability



Operations
Optimization



Maintenance
Management



Reporting &
Planning



Asset
Renewal &
Replacement

Our approach is to provide expertise, tools, technologies, and procedures that will empower clients to achieve excellence in assets that require excessive maintenance.

We realize that one size does not fit all, so we are flexible in our approach and can work with utilities to implement a full asset management program, or alternatively, a primary approach which targets key assets.

Hazen and Sawyer

Construction Engineering & Inspection Experience



Hazen has extensive experience with the bidding process and

construction engineering & inspection

of many types of facilities.

Hazen offers unique value in managing the construction of upgrades and new facilities.

We can proactively identify potential claims and delays and address them before they happen, not after.

In addition to offering experienced construction managers and resident engineers to keep projects on schedule and minimize change orders, we use proven methods such as prebid reviews, partnering, disputes review boards, and the timely handling of all documents and requests. We incorporate best-practice technologies to expedite requests for information, review and markup of drawings, and permitting, reducing delays and preventing errors. Our goal to provide regular and effective communication to help keep the project moving forward and make sure any issues are brought up in a timely manner.

Construction Management Services

Project Planning



- Project Administration
- Cost Controls
- Document Management
- Scheduling

Resident Engineering



- Inspection
- Constructability Reviews
- Quality Control

Cost Management



- Cost Estimating
- Budget Control

Vendor Management



- Change Order Management
- Claims Prevention & Resolution
- Equipment Pre-Purchase

Risk Management



- Quality Assurance
- Startup & Testing
- Commissioning
- Project Closeout

Hazen's Startup, Training and Operations Services

Operation and Maintenance (O&M) of a water facility can pose challenges for even the most seasoned utility staff personnel. Hazen can help the City meet those challenges.



Hazen's O&M professionals offer a mix of learning approaches tailored to the specific needs of your organization. Our user-friendly training allows attendees to bring new concepts and skills back to their workplace.

With over half a century of experience in the design and operation of environmental infrastructure, along with over 1,000 of the most experienced and specialized engineers, operators, and administrative staff in the industry, Hazen is ready to meet your O&M challenges and help solve your toughest problems.

From individual O&M services to multi-million dollar, large-scale O&M programs, Hazen has the experience and resources to meet all your O&M needs.

Make Your First Step a Success

Successful start-up and facility operation depends not only on design, but also on operating personnel who understand the interaction between systems and equipment. This is where expertise from our O&M professionals can help.

Hazen and Sawyer Permitting Experience

Hazen has developed excellent relationships with local regulatory agencies and has an



extensive understanding of their regulatory practices.

With decades of experience providing utility engineering permitting and monitoring regulatory compliance,

Hazen can assist our clients with as-needed permitting. This familiarity stems from Hazen’s 50-plus-years of providing engineering services to municipalities in Florida.

Hazen possesses technical strength coupled with an understanding of the varying environmental regulatory issues that our clients face. We have developed excellent relationships with local regulators and have worked closely with operations staff of local utilities to review plant records, perform detailed facility inspections, coordinate sampling and testing programs, and develop tools based on the computerized operational system to track permit compliance. This allows us to quickly prepare and process permit applications, avoiding potential permitting delays. In addition, these relationships enable Hazen to expedite the permitting process with various regulatory agencies including FEMA, Florida Department of Transportation, Florida Water Management Districts, and the Florida Department of Environmental Protection. This ability to quickly secure permits from the various regulatory agencies that have jurisdiction over our client’s projects, allows for the rapid implementation of improvements.



Hazen has successfully assisted numerous Florida Utilities

with navigating the dynamic nature of regulatory policies regarding domestic wastewater treatment and disposal, to achieve:

- ✓ Compliance with Chapter 403, Florida Statutes and Chapter 62-600, Florida Administrative Code
- ✓ Continued Operation of Existing Facility Operating Permits
- ✓ New Facility Operating Permits
- ✓ Cost Saving Sampling and Monitoring Compliance
- ✓ Consent Order Regulatory Compliance
- ✓ Plant Capacity Up-ratings

Utilities include:

Broward County NRWTP
2013, 2018, and 2023 Renewals

Hollywood SRWWTP
2012 and 2017 Renewal

Plantation RWWTP
2017 and 2022 Renewals

City of Boca Raton Public Utilities
2017 and 2022 Renewals

South Central Wastewater Treatment & Disposal Board
All Renewals since 2000

City of Sunrise Sawgrass, Spinrgtree and Southwest WWTFs
2018 Renewals

City of Margate WWTP
2015 and 2020 Renewals

Hazen and Sawyer GIS/Data Management Experience

Hazen designs and deploys



DATA MANAGEMENT SOLUTIONS

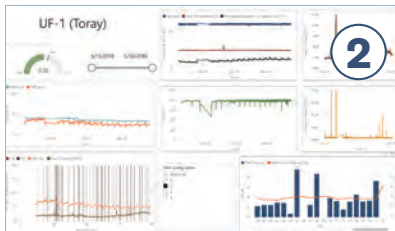
using **Tableau, Power BI,** and the **Hazen Azure Cloud.**

Hazen has deep experience using modern data management and dashboard platforms such as Tableau and Power BI and has cloud-based deployment capability and integration with GIS through Hazen Azure Cloud.



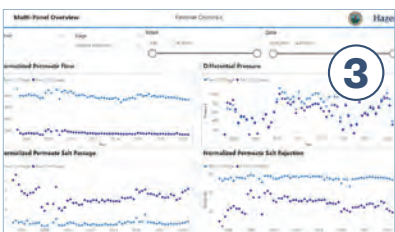
1. Tampa Bay Water Desalination Pilot

Pilot data management database, online pilot performance data, laboratory reports, and field measurements. Cloud-based dashboard updates automatically.



2. City of Dunedin Pilot

Pilot data management database and cloud-based dashboard that automatically updated with new pilot performance data.



3. Town of Jupiter

Interactive dashboard to enhance review of membrane performance data recorded by full-scale plant. Assess treatment performance and cleaning effectiveness.



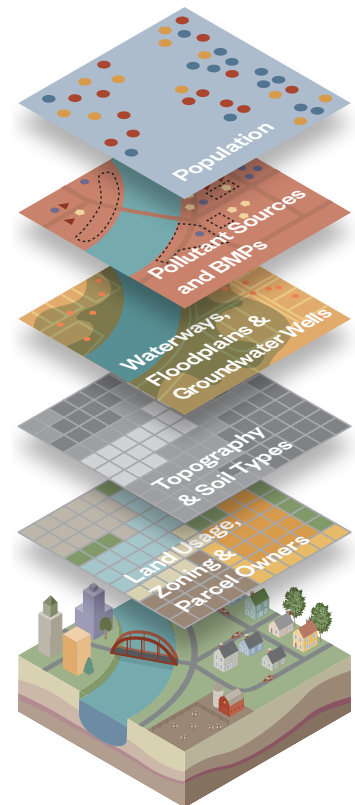
4. Village of Wellington

Interactive dashboard to enhance reviews of full-scale membrane performance data by developing tailored dashboard focusing on key performance indicators.



Nadita Ajuha, PE

Lead, GIS/Data Management Experience



A Robust GIS Model for Watershed Characterization and BMP Planning & Analysis

We also balance the use of off-the-shelf business intelligence tools with site-specific tools and models as necessary.



City of Boca Raton Water, Wastewater, and Reclaimed Water Engineering Services

Boca Raton, Florida

Since 1995, Hazen has served as general consultant for the City of Boca Raton, responsible for completing a variety of projects over the last 29 years.

Hazen has assisted the City of Boca Raton with planning, design, and construction projects since 1995. Various City projects completed by Hazen include:

- **Critical Infrastructure Condition Assessment Master Plan:** The City of Boca Raton provides water and wastewater services to approximately 130,000 customers. It owns approximately 700 miles of water mains, 242 sewer pumping stations and 590 miles of force mains. The City retained Hazen in 2020 to develop its Critical Infrastructure Condition Assessment Master Plan. The Hazen team was responsible for development of a comprehensive 20-year plan for cost-effectively assessing the internal condition of key piping and prioritizing infrastructure renewal. The planning will utilize a risk assessment model to define the City's long-term investment needs.
- **Water and Wastewater Telemetry Reliability Improvements Plan:** Hazen provided design and construction management services for replacement of an existing radio telemetry system including two radio base stations and 286 remote telemetry units at wastewater lift stations, reuse distribution sites, raw water wells, and water distribution pump stations. The telemetry system design included a field radio survey, changing

Project Highlights

- Capital Improvement Program
- Multiple Contracts
- Construction Management

Core Project Team

Kurt Pfeffer, PE
 Monica Pazahanick, PE
 George Brown, PE
 Evan Curtis, PE
 Jean Paul Silva, PE

Project Profile

Design Duration:
 1995-Ongoing

Construction Duration:
 Varies based on project

Total Fee:
 \$5.8 million (fees to date)

Project Cost:
 Approximately
 \$65 million (to-date)

Approximately
 \$60 million (to begin in 2024)

Reference

Justin Barrington
 Deputy Director
 City of Boca Raton
 Utilities Service Department
 1401 Glades Road
 Boca Raton, FL 33431
 561.338.7382
 jbarrington@myboca.us



Additional projects under this general consultant contract include:

- Final Clarifier Rehabilitation
- Solids Processing Facility Improvements
- Pressure Pipe Repair and Installation Technical Specification Project

frequencies from 928 MHz to 220 MHz, and upgrading the communication protocol. The construction cost was approximately \$4.5M.

- **Water Treatment Plant - Lime Softening Building Improvements:** Hazen provided design services for the complete rehabilitation and hardening of the existing WTPs Lime Softening Process Building. The design includes replacement of the lime, polymer, and brine process equipment as well as ancillary equipment, structural improvements to harden the building, and rehabilitation of the dedicated electrical room. The estimated construction cost is \$23.0M and is anticipated to begin in 2024.
- **Capacity Analysis and Operation and Maintenance Reports:** In 2017 and 2022, Hazen prepared and completed these reports as part of the City’s wastewater treatment plant permit renewal process. The Capacity Analysis Report demonstrated that the City’s existing wastewater treatment plant facilities provided adequate treatment and disposal of flows through the year 2032 based on its current permitted capacity of 17.5-mgd annual average daily flow.
- **Aeration Upgrades:** Hazen provided design and permitting services for the conversion of the WWTPs existing aeration basins from mechanical aeration to fine bubble diffused aeration. The project also includes construction of a new blower building with dedicated electrical room, replacement of the in-plant lift station, and modifications to the 30in and 42in influent piping. The estimated construction cost is \$25M and is anticipated to begin in 2024.
- **Primary clarifier and Scum System Rehabilitation:** Hazen performed design, permitting and construction management services for the rehabilitation of two primary clarifiers including replacement of one geodesic dome, re-coating of the clarifier mechanisms and interior walls, and replacement of the FRP scum tanks and pumps. The work in the existing aeration basins including replacement of the weir and baffle, piping modifications and structural repairs to the interior walls. Construction was completed in 2022 and the cost was approximately \$4.5M.
- **Headworks Improvement Project:** Hazen performed design, permitting and construction management services for the rehabilitation of the existing headworks building including replacement of the grit pumps, grit classifiers, and structural repairs and recoating the influent channel interior walls. This project also included demolition of the existing primary sludge pump station and replacement with a new pump station and electrical building. Construction was completed in 2020 and the cost was approximately \$4.5M.

Town of Jupiter Professional Engineering Services for Stormwater and Water Capital Improvements

Jupiter, FL



Since 2000, Hazen has served as general consultant for the Town of Jupiter, providing assistance to the Town in almost every aspect of its stormwater program.

As General Stormwater and Water Consultant, Hazen has provided services related to master planning, stormwater planning and modeling, design, NPDES permitting, asset management, rate/financial analysis, plan review, and construction oversight, among many other services.

At the peak of the Town's Community Investment Program, Hazen largely acted as a Program Manager and extension of Town staff, assisting the Town with implementation of its Capital Projects, helping coordinate Town infrastructure with that of the development of community and sister governments, and assisting with the oversight of numerous utility-related programs and initiatives.

Developer Plan Engineering Peer Review: Hazen provided review of several site plans submitted by developers to the Town utilities department, for compliance with Town Codes and standards. Projects reviewed recently include Circle K, Inlet Waters P.U.D, Jupiter Hospital, Compass Self Storage, Jupiter Landings, Corner Stone, Maltz Theater, Sonoma Isles, Jupiter West Plaza, Water Pointe, and more.

Stormwater and Water Master Plans: Hazen has completed multiple Town Water and Stormwater master plans, most recently the Stormwater Master Plan – 2022 Update and Water Master Plan – 2022 Update. The stormwater

Project Highlights

- Since 2000, Hazen has served as general consultant for the Town of Jupiter, providing assistance to the Town in almost every aspect of its stormwater program.
- Hazen has provided master planning, stormwater planning and modeling, design, NPDES permitting, asset management, rate/financial analysis, plan review, and construction oversight.

Core Project Team

Robert Taylor, Jr., PE
George Brown, PE
Janeen Wietgreffe, PE, PMP
Jennifer McMahon, PE
Lucia Medina, PE
Taylor Bomarito, PE
Jean Paul Silva, PE
Evan Curtis, PE
Eric Stanley, PE

Project Profile

Design Duration:
2000-Ongoing

Construction Duration:
Varies based on project

Total Fee: \$16 million (fees to date, stormwater and water)

Project Cost: Varies based on project

Reference

Amanda Barnes, PE
Director of Utilities
Town of Jupiter
210 Military Trail
Jupiter, FL 33458
561.741.2537
amandab@jupiter.fl.us

plan included an evaluation of impacts of climate change and sea level rise projections for planning purposes. Neighborhoods where inundation were likely to occur were identified. Eighteen capital projects, with an estimated capital cost of \$22 million, were identified for the purposes of improving flood protection and water quality treatment throughout the Town within the five to ten-year planning horizon. The Water Master Plan – 2022 Update developed a summary of over 50 projects that will continue to sustain the Town and improve the resilience of the water treatment plant operations. Hazen provided cost estimates for all projects.

Stormwater Drainage and Watermain Improvements - Elsa and Paulina Roads: Hazen provided design, permitting, cost estimating, and construction administration services for stormwater drainage improvements and a water main replacement in the Yacht Club Estates neighborhood in Jupiter, Florida. Stormwater improvements consisted of 1,200 lf of 18 to 24-inch storm drain, 17 structures, new outfall to the intra-coastal waterway, and installation of a stormwater pump station wet well (for future outfitting with pumps). Water main improvements included 1,450 lf of 6-inch PVC watermain, and associated valves and hydrants.

Penn Park Water Infrastructure Improvements: Hazen provided design and permitting of the Penn Park Water Infrastructure Improvements project. The project includes construction of approximately 3 miles of new 6-inch diameter water mains, services, and meters within road right-of-ways (ROWS) of residential and commercial areas, and installing new valves and hydrants for improved fire protection and better isolation of the distribution system. The project included a preliminary design report to determine the optimal pipeline routing and installation method, including consideration for existing underground utilities, regulatory requirements, accessibility for future maintenance, constructability, locations for horizontal directional drilling (HDD), and impacts to local residents and businesses.

Clemons and Saturn Street Drainage Improvements: Hazen provided design, permitting, and construction administration of construction of stormwater conveyance improvements to provide water quality treatment in right-of-ways for approximately 12.2 acres of commercial/residential zoned land draining to the Jupiter Inlet/Intracoastal Waterway. The project consisted of

approximately 300 lf of exfiltration trench, 700 linear feet of 30-inch RCP, and associated stormwater structures discharging to the Jupiter Inlet and A1A stormwater system along Clemons and Saturn Street. The project also included 460 lf of 8-inch diameter gravity sewer piping and sewer manholes along Clemons Street. On short notice, the design team was successful in meeting the Town's fast-track schedule to comply with fiscal year matching funding requirements for the Loxahatchee River Preservation Initiative.



Clemons and Saturn St. Stormwater and Sewer Improvements

Juno Street Pump Station: Hazen provided design, permitting, and construction administration for this project, which entails design of a new 47 cubic foot per second (CFS) capacity stormwater pump station with duplex submersible propeller pumps and jockey pump and internal wetwell baffling for improved hydraulic performance, stormwater filtration structure, and valve vault in the public right-of-way. A 36" diameter underground utility crossing beneath the FEC railroad through a 60" diameter casing constructed by jack and bore, 36" diameter open-cut underground utility crossing across Alternate A1A (FDOT roadway), and outfall structure to a FEC owned canal comprises the discharge of the pump station. 48" diameter RCP and stormwater manholes and inlet structures were also designed, connecting new pump station to the existing stormwater system. This project required intense permitting services and utility rerouting coordination. Hazen provided permitting services and applied for permits with FDOT, SFWMD (dewatering and ERP), FEC railroad, Loxahatchee River District, and the Town of Jupiter, and coordinated rerouting of utilities and gaining access easements with private AT&T, Comcast, Crown Castle, Loxahatchee River District, Palm Beach County (for mangrove mitigation), and a private property owner.

City of Fort Lauderdale General Water Consultant Agreement

Fort Lauderdale, FL



Hazen has provided general water engineering services to the City of Fort Lauderdale Utilities Department under a general consultant contract since 1999.

A sample of projects completed or ongoing under this contract during the last five years is listed below:

- Fiveash WTP HS Pumps
- Fiveash WTP Upgrades
- Fiveash WTP Operational Control Plan Design
- Poinciana Park and 2nd Ave. Storage Tank and PS Replacements - Design and Construction Services
- Saltwater Intrusion Monitoring
- Fiveash WTP BODR Study
- Water Master Plan 2006 Update
- Peele-Dixie Membrane Procurement Bid Package Study
- Dixie Wellfield Modeling
- Peele-Dixie WTP Hourly Tasks for Construction Field Services
- Fiveash WTP Consolidated Phase 1 Construction Services
- Dixie Wellfield Design and Construction Services
- Fiveash WTP Upgrades Phase II
- Fiveash WTP Upgrades Phase III

Project Highlights

- Hazen has been providing general water engineering services to the City of Fort Lauderdale under two general consultant contracts or over 25 years (1999 to 2000), and (2001-Present)
- \$172M bid value of projects designed by Hazen since 1999
- 36 years working for Fort Lauderdale since the George T Lohmeyer WWTP since 1984.

Core Project Team

George Brown, PE
Janeen Wietgreffe, PE, PMP
Jennifer McMahon, PE
Jean Paul Silva, PE
Sean Fitzgerald, PE
Evan Curtis, PE

Project Profile

Design Duration:
1998 -Ongoing

Construction Duration:
Varies based on project

Total Fee:
\$20.5 million (fee-to-date)

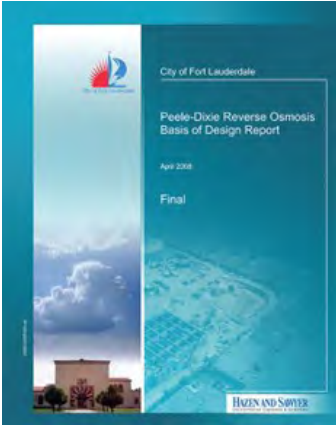
Project Cost:
Varies based on project

Reference

Miguel Arroyo
Water/Wastewater Treatment
City of Fort Lauderdale
949 NW 38th Street
Oakland Park, FL 33309
954.828.7806
marroyo@fortlauderdale.gov



- South Andrews Avenue Water Main Improvements
- Peele-Dixie Membrane Softening WTP Design and Construction Services
- Central New River Water Main Crossings
- Second Avenue Pump Station Improvements Design Services
- Dixie Wellfield Well Abandonment Design Services
- Water Supply Planning Assistance



City of Hallandale Beach General Consulting Services

Hallandale Beach, FL



Hazen is providing general consulting services for water treatment and wastewater transmission system projects under our current contract as well as under our previous general consulting services contract.

General consulting services are provided on an as-requested basis and consist of engineering services ranging from studies, hydraulic models and master planning services through detailed design and construction oversight services.

Wastewater Master Plan

Under the current general consulting (GC) agreement (2016 Continuing Professional Architectural and Engineering Services Firms), Hazen recently completed the Wastewater Master plan that defined both short- and long-range planning goals through the year 2035. This plan also identified the operational and maintenance needs of the City for the wastewater system. The City utilized this plan for adjustment of future Capital Improvement Plan (CIP) needs.

Water and Wastewater Model Updates

The wastewater master plan was developed based on the wastewater model that was developed by Hazen under the 2014 Water and Wastewater Model Updates project under the previous GC agreement. The model update involved reforecasting water demand projections and wastewater flow projections, updating the hydraulic model configuration to match updated piping throughout the City, calibrating the hydraulic model, running various scenarios through the hydraulic model, and determining what potential improvements are necessary

Project Highlights

- Water supply planning saved the City \$12 million in wellfield relocation costs.
- Designed membrane plant to blend with lime-softened water, saving \$6 million in capital and \$400K in annual operating costs.

Core Project Team

Janeen Wietgreffe, PE, PMP
George Brown, PE
Jennifer McMahon, PE
Evan Curtis, PE
Jean Paul Silva, PE
Guillermo Regalado, PE

Project Profile

Design Duration:
03/2001 - Ongoing

Construction Duration:
Varies based on project

Total Fee:
\$1.9 million (fee-to-date)

Project Cost:
Varies based on project

Reference

Jeff Odoms, MA, FAEM
Director, Public Works
City of Hallandale Beach
630 NW 2nd Street
Hallandale Beach, FL 33009
(954) 457-1669
JOdoms@hallandalebeachfl.gov

to correct any present and future system deficiencies. The model updates project formulated the basis for the water improvements and wastewater transmission improvements CIP.

Water Treatment Plant Renewal and Replacement Planning

Hazen provided the City of Hallandale Beach a team of senior mechanical, electrical, controls, and water treatment process engineers to assess the condition of the above-ground assets at its lime softening/membrane water treatment plant. Hazen's expertise in lime softening treatment facilities allowed the team to rapidly assess the remaining useful life of the WTP's major lime softening assets to develop a 20-year plan of capital improvements to sustain the capacity of the existing infrastructure. The City is presently using the recommended improvements and associated budgetary costs for planning CIP projects.

Additional Projects

In addition to the above described projects, Hazen also completed the following projects under the current GC Agreement:

- Water Distribution Master Plan (2022)
- Fire Hydrant Model
- Salt Water Wells Services During Construction
- Deep Injection Well Operating Permit 2015
- Injection Well Mechanical Integrity Test
- Biscayne Aquifer Modeling for Regional Water Availability Rule
- Operational Assistance FY 2014-2015
- CRS Verification Services
- Utility Rate Study Update
- Chateau Square Development Review
- Diplomat Development Review
- Nine Hundred Development Review
- Oasis Phase II Development Review
- Operational Assistance FY 2015-2016
- Wastewater Master Plan
- SSES Planning Activities Under SRF Funding
- Operational Assistance FY2016-2017

- Water Treatment Plant Infrastructure Assessment/Renewal and Replacement Planning
- Operational Assistance FY 2017-2018
- SFWMD Water Use Permit Renewal
- Operational Assistance FY 2018-2019

Additionally, Hazen prepared the Water Supply Plan Update 2019 based on the SFWMD Lower East Coast Water Supply Plan Update in 2018. Hazen performed the Risk Assessment and Emergency Response Plans for compliance with the Water Infrastructure Act of 2018.

Under the previous GC agreement (Transportation Planning and Engineering, Traffic Studies, Utilities, Roadways, Geotechnical Consulting and Testing Services), Hazen completed the design of a new Biscayne Aquifer well (PW-9) and the design of a third membrane treatment skid. The design of the membrane skid is flexible for future water supply considerations (increased salinity in City wells, blends with County water supply solely). Hazen assisted the City with long term water supply planning considerations while adapting the design of both facilities (well and membrane skid) accordingly. Construction of PW-9 was completed in 2022 and construction of the RO Skid is ongoing.

Membrane Plant

In addition to the general consulting services contracts, Hazen also provided services for the expandable membrane softening facility from 2001 through 2007. Hazen provided pilot testing, design, bidding, permitting, and construction management services for the membrane facility which included 6 mgd membrane skids initially with all associated pretreatment facilities (chemicals, cartridge filters) and all post-treatment facilities (degasifiers, chemical stabilization, and blending with lime softened water). Hazen designed the facility with flexibility for the future and the City is presently benefiting from the foresight. Hazen continues to provide operational assistance services to the membrane facility on an as-requested basis under the general consulting agreement.

City of Deerfield Beach Continuing Services Contract for Water Treatment Plant, Wellfield Engineering, and Environmental Engineering

Deerfield Beach, FL



Since 2018, Hazen has provided water treatment plant, wellfield engineering, injection well regulatory compliance, risk/resilience, stormwater, and other environmental engineering services under a continuing services contract with the City of Deerfield Beach.

Services provided under this contract range from planning and design to permitting, bidding, and construction administration services in connection with water treatment and supply/distribution and wastewater collection facilities, effluent disposal and reuse, environmental assessment, and/or miscellaneous infrastructure improvements. Work also includes general consulting, stormwater and environmental engineering design, on-site representation, and cost estimating services.

Select assignments awarded under the contract are highlighted below:

West Water Treatment Plant (WTP) Chemical Systems Replacement.

Hazen led the design and permitting of upgrades to the West WTP Chemical Storage and Feed Facilities. The West WTP utilizes several chemicals as part of the overall nanofiltration (NF) and reverse osmosis (RO) treatment processes, including sulfuric acid, antiscalant, corrosion inhibitor, and sodium hydroxide (a.k.a., caustic). These chemical systems were

Project Highlights

- General consultant for water and wastewater projects
- Stormwater Utility
- Water Treatment Plants
- Deep Injection Wells
- SCADA and PLC
- AWIA Compliance

Core Project Team

Tyler Davis, PE
George Brown, PE
Monica Pazahanick, PE
Janeen Wietgreffe, PE, PMP
Gerrit Bulman, PG
Angela Giuliano, PG
Evan Curtis, PE

Project Profile

Design Duration:
2017-Present

Construction Duration:
Varies

Total Fee:
\$988,000 (fee-to-date)

Project Cost:
Various

Reference

Joshua Niemann
Water Plant Manager
City of Deerfield Beach
290 Goolsby Boulevard
Deerfield Beach, FL 33442
(954) 480-4369
JNiemann@
deerfield-beach.com

Hazen has assisted the City with meeting all regulatory milestones for the injection wells under this contract.

Hazen assists the City with resolving injection well operation and regulatory compliance issues by collaboratively tracking changes in performance and designing a rehabilitation program to restore capacity. **Hazen's efforts have protected the use and reliability of existing infrastructure.**

designed as part of the original membrane plant design under prior building code requirements and as such, required improvement to achieve current code requirements. Because maintenance challenges associated with the underground piping for these chemicals has increased, the City decided to replace these chemical systems along with all associated piping. The project includes demolition of existing sulfuric acid, antiscalant, corrosion inhibitor, and caustic storage and feed facilities and replacement with new improved facilities.

Deep Injection Well System Mechanical Integrity Testing. Hazen prepared planning documents for the mechanical integrity testing of the City's Class I industrial deep injection well at the West WTP. Work included management of field services and regulatory communication during testing and submittal of a certified report to FDEP following successful testing of the well.

Deep Injection Well System Rehabilitation and Re-rating. For this multi-phase project, Hazen is providing services to investigate and restore capacity of the City's Class I injection well. The first phase involved planning, permitting, contract document preparation, and procurement assistance. Hazen prepared a technical memorandum (TM) for the evaluation of the deep injection well system performance as well as planning documents, specifications, and contract for rehabilitation and rerating of the City's Class I industrial deep injection well at the West Water Treatment Plant. The TM outlines the history of performance issues, previous work and recommendations, and current capacity losses. Hazen also prepared a plan for investigating

Hazen avoids conflicts during construction by preparing a detailed Maintenance of Plant Operations (MOPO), ensuring the contractor understands the limits of construction at the fully operational WTP.

and mitigating additional capacity losses. The second ongoing phase includes injectivity testing, oversight of contractor rehabilitation activities including geophysical logging, tubing brushing, reverse air development, and acidization to restore injection capacity.

West WTP FDEP UIC Class I Injection Well, IW-1, FDEP Operation Re-permitting. Hazen prepared the application for operation re-permitting, coordinated with the FDEP, reviewed operational data, and updated the injection well system Operation and Maintenance Manual. We continue to provide post-application services and correspondence with FDEP.

Stormwater Utility Fee Update and Non-ad Valorem Implementation. Hazen provided assistance to the City in the update and modification of the City's Stormwater Utility Program. Work was accomplished in two phases. Phase I will update the most recent impervious area GIS and develop stormwater utility fee financing scenarios in accordance with the City's existing City-wide Stormwater Master Plan. The fee adjustment will cover future capital improvement expenses as described in the City's CIP and will evaluate the impact of different funding methods including PayGo and financing through a government loan program or commercial lending. Phase II will encompass the work required to implement the stormwater fee as a non-ad valorem stormwater assessment on the property tax bill starting in Fiscal Year 2024.

America's Water Infrastructure Act (AWIA) Compliance. The City developed the Risk and Resilience Assessment (RRA) in compliance with the AWIA and requested Hazen complete the AWIA compliance by preparing the Emergency Response Plan. Hazen developed the ERP based on the City's RRA and ensured the City submitted certification to the EPA to confirm completion of the ERP prior to the deadline. Further, Hazen identified incident specific responses to be developed under future efforts.

City of Oakland Park General Civil Engineering, Building Architectural, and Landscape Architectural Services

Oakland Park, FL

Project Highlights

- General civil, building architectural and architectural services.
- Stormwater master planning
- Flooding vulnerability assessments
- Compliance AWIA
- Funding Assistance

Core Project Team

Robert Taylor, Jr., PE
 Janeen Wietgreffe, PE, PMP
 Michael Wengrenovich, PE
 Rachel Loffing, EI

Project Profile

Design Duration:
 2017-Present

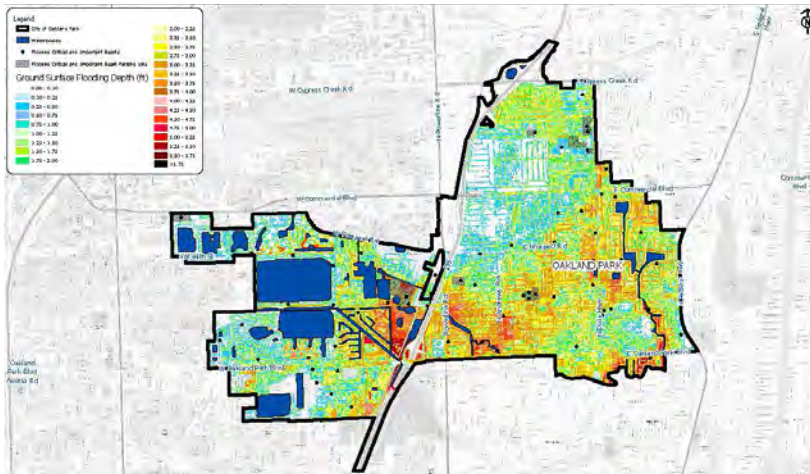
Total Fee:
 \$875,000 (fees to date)

Construction Duration:
 Varies

Project Cost:
 Varies per project

Reference

Albert Carbon III, PE
 Public Works Director
 Engineering and
 Construction Management
 3801 NE 5th Avenue
 Oakland Park, FL 33334
 (954) 630-4458
 albertco@oaklandparkfl.gov



Since 2018, Hazen has provided stormwater and water/wastewater services to the City of Oakland Park. Services range from planning and design to permitting, bidding, and construction administration services.

Select assignments awarded under the contract are highlighted below:

Stormwater Master Plan. Hazen developed a detailed stormwater model in ICPR4 to understand the City’s composition, known vulnerabilities and to identify critical and important assets. Modeling results facilitated the identification and prioritization of specific vulnerabilities throughout the City, which directed recommendations for adaptation strategies and effective solutions to increase resilience to climate change. The City is presently designing improvements recommended under the Master Plan. Hazen’s work allows the City to prioritize and plan future projects to strengthen the City’s infrastructure as well as identify procedures to better prepare for and recover from the risks associated with climate change.

Hazen developed a Citywide stormwater master plan as well as a flooding vulnerability assessment. The City is presently engaged

in the design of pump stations and pipelines developed under those efforts.

Flooding Vulnerability Assessment. Hazen completed the flooding vulnerability assessment in parallel with the Stormwater Master Plan under a separate grant funded assignment. Hazen performed the project in strict adherence with the grant requirements and met all deadlines and grant stipulations. Through this effort, Hazen secured the City's funds through the City's Florida Department of Environmental Protection Grant.

NPDES Permit Assistance. Hazen assisted the City with maintaining regulatory compliance with the National Pollutant Discharge Elimination System (NPDES) for the last four years. The City is a co-permittee with Broward County and other municipalities and as such requires significant coordination and documentation. Hazen services also included preparation of a bacterial pollution control plan.

Compliance with AWIA. Hazen prepared the Risk and Resilience Assessment (RRA) for compliance with America's Water Infrastructure Act for the City. Hazen identified assets of the City's water system that could

be impacted by malevolent acts and/or natural hazards; assessed the risk and resilience of critical assets of the water system, identified the highest risks to mission-critical operations, assisted the City in the submission of certification statements to EPA to confirm completion of the RRA. Following completion of the RRA, Hazen completed the Emergency Response Plan (ERP) for the City and ensured proper certification with EPA.

North Andrews Garden Pump Station. Hazen prepared a design for the North Andrews Garden Pump Station and completed permitting efforts to ensure discharge through the DOT infrastructure.

Sailboat Pointe Water Audit. Hazen analyzed water meter data to assist the City with identifying the source of water loss.

Funding Assistance. In addition to preparing for applications for Florida Resilient Grants, Hazen is presently providing services for compliance with the Clean Water State Revolving Funds requirements.

Hazen assists the City with resolving immediate flooding issues while planning long term solutions to make the City more resilient

City of Margate Water and Wastewater General Engineering Consultant

Margate, FL



Hazen has served as one of the City of Margate’s general consultants for Water and Wastewater General Engineering Services since 2007. In this capacity, we have undertaken multiple assignments for the City and gained a valuable understanding of Margate’s facilities, operations, and priorities.

Projects have ranged from small, specialized studies to large, complex designs, and have addressed numerous aspects of the City’s operations including the treatment and distribution of potable water as well as the treatment, reuse, and disposal of wastewater.

Hazen’s most recent assignments during the last several years of the contract have included the following projects:

- Water Supply Plan Update, 2020
- Water Use Permit, 2020
- Wastewater Treatment Plant Operation Permit Renewal, 2020
- Injection Well Permit Renewal, 2020
- Comprehensive Plan Update
- West Wastewater Treatment Plant Design Criteria Package
- Structural Analysis of East Wastewater Treatment Plant Aerobic Digester and Aeration Tank
- Risk and Resilience Assessment under AWIA
- Emergency Response Plan under AWIA
- Ground Water Rule Challenge Study, MIEX Evaluation, and Computational Fluid Dynamics Modeling
- Breakpoint Chlorination and Disinfection By-Product Jar Testing
- Hypochlorite System Evaluation
- Wastewater Treatment Plant Operating Permit Renewal Application and Capacity Analysis Report
- West Wastewater Treatment Plant Digester Rehabilitation
- Injection Well Mechanical Integrity Testing

Project Highlights

- General consultant for water and wastewater projects
- Water supply, treatment and distribution
- Wastewater treatment
- Reclaimed water treatment and distribution
- Life-cycle management for aging utility infrastructure

Core Project Team

Janeen Wietgreffe, PE, PMP
Jennifer McMahon, PE
George Brown, PE
Michael Wengrenovich, PE
Jean Paul Silva, PE
Evan Curtis, PE

Project Profile

Design Duration:
2007-Present

Construction Duration:
Varies

Total Fee: \$2.9 million
(fee-to-date)

Project Cost:
Varies

Reference

Gio Batista, PE
Public Works Director
City of Margate
102 Rock Island Road
Margate, FL 33063
gbatista@margatefl.com
954.972.8126

Previous projects include the Alternative Water Supply Evaluation, Wastewater Secondary Treatment Alternatives Evaluation, Reclaimed Water Facility Water Use Planning, East Wastewater Treatment Plant Membrane Bioreactor Feasibility Study, Reclaimed Water Directional Drill Design Criteria Package, Ground Water Rule Assistance, Reclaimed Water Directional Drill Services During Construction, Reclaimed Water Filtration Facilities Design, Hydropneumatic Tank Replacement, and Large User Delivery Method Hydraulic Modeling and Cost-Benefit Evaluation task orders.

Select projects are highlighted below.

Design Criteria Package (DCP) for West WWTP Upgrades

Hazen is presently preparing the DCP for the West WWTP Upgrades, which includes rehabilitation of the existing headworks and replacement of the rotating biological contactors (RBCs) with a fine bubble activated sludge system. Hazen will issue the DCP for the City to issue with an RFQ. Hazen will assist the City with evaluation of proposals and oversight of the contract.

Risk and Resilience Assessment (RRA) and Emergency Response Plan (ERP)

Under America's Water Infrastructure Act (AWIA), Hazen prepared both the RRA and the ERP for the City's water infrastructure. Hazen identified risks and mitigation efforts for those risks for the City to implement. Hazen also developed the ERP to provide incident response procedures to the City. The City maintains a checklist to ensure recommendations are implemented.

Design Criteria Package for Pipeline Crossing by Horizontal Directional Drilling

Projects associated with the Reclaimed Water Facility included a Financial Forecast and Rate and Fee Study to provide a financial plan of action related to construction and operation of a reclaimed water system, hydraulic modeling for reclaimed water delivery to large users, and design of necessary transmission



pipings for installation via traditional open cut methods as well as directional drilling. In the case of the directionally drilled pipeline installation, Hazen prepared a Design Criteria Package (DCP) to assist the City in soliciting competitive proposals for a 20-inch HDPE pipeline crossing of a canal bordering the City's West WWTP. A key driver for the project was that the City had taken advantage of then low real estate values to purchase a property adjacent to the plant, allowing a path for the pipeline installation.

The project was implemented via a design-build approach to help expedite the construction schedule. The DCP included geotechnical boring results and identified a schematic design along with material specifications the DBF was required to design, permit, and construct. The DCP set forth requirements for design, permitting, and maintenance of traffic, as well as project management, scheduling, operations and maintenance, and coordination with other agencies and entities such as County and State government, utilities, environmental permitting agencies and the general public. The project was competitively awarded to a design-build firm, based on criteria including qualifications and price, and construction was completed in 2011.

City of Cooper City Continuing Professional Engineering Services (2009-Present)

Cooper City, FL



Since 2009, Hazen has served as one of Cooper City's consultants for Continuing Professional Engineering Services.

Work assignments under this contract encompass a range of disciplines including technical, institutional, and regulatory aspects of water, reclaimed water, wastewater, sanitary sewer, stormwater and water and wastewater treatment facilities. Projects have included the Pine Island Road Pump Station, Lift Station 2 and 49 Improvements, Master Plan Update of the Feasibility Review of Infrastructure Improvements for Wastewater, and the Effluent Reuse and Disposal Master Plan. Selected projects are highlighted below:

Pine Island Road Pump Station

Hazen provided design, permitting, bid/award phase, and construction oversight services for a pump station (with three high-service pumps) to convey water from a water storage tank to the distribution system. Hazen served as Engineer-of-Record for civil, mechanical, electrical, structural, architectural, controls, and plumbing.

The project was completed on time and on budget. The City's original budget was \$2.2 million. The construction cost was \$1.8 million with net zero change in contract price. Our team delivered the design and all permits nearly one month ahead of the 370 calendar day schedule.

Project Highlights

- Constructed Pine Island Pump Station below budget and one month ahead of schedule.
- Identified potential for 41% savings at WWTP.
- Performed design/build of two neighborhood lift stations.

Core Project Team

Janeen Wietgreffe, PE, PMP
George Brown, PE
Michael Wengrenovich, PE
Evan Curtis, PE
Jean Paul Silva, PE

Project Profile

Design Duration:
04/2009 - Ongoing

Construction Duration:
Varies based on project

Total Fee:
\$2.6 million (fee to-date)

Project Cost:
Varies based on project

Reference

Raj Verma, PE, Utilities Director
City of Cooper City Utilities
Department
11791 SW 49th Street
Cooper City, FL 33330
954.434.4300, ext. 111
RVerma@coopercityfl.org

Design-Build for Lift Stations 2 and 49

Hazen was responsible for overall project management for the design-build project of Lift Stations No. 2 and No. 49. Work included upgrades to Lift Stations 2 and 49. The project included installation of necessary connections and startup of bypass pipes and pumping equipment, demolition of existing structures, pumps and piping, applying special coating to wetwell, installing discharge piping and submersible pumps, and testing and startup of lift stations.

Effluent Reuse and Disposal Master Plan

The City owns and operates three package wastewater treatment plants that discharge treated effluent to an onsite injection well and to the City of Hollywood Southern Region Wastewater Treatment Plant (SRWWTP) where it is primarily further treated by filtration and disinfection and utilized for public access reuse. Because the City discharges to Hollywood SRWWTP, and because the City of Hollywood occasionally directs the City's effluent to the ocean outfall, the City was included as a required participant in the July 2008 Ocean Outfall Rule. The "Ocean Outfall Rule" is the common name to House Bill 7139 and Senate Bill 1302 which required the cessation (later modified to allow for peak flows) of ocean outfall based wastewater effluent disposal and mandate the implementation of effluent reuse programs. Under this project, Hazen calculated the required reclaimed water implementation to be roughly 1 mgd (0.956 mgd) and identified the cost of alternatives for reclaimed water production and distribution (or injection). As a result of this study, which identified significant costs for the production and treatment of such minimal flows, Hazen recommended partnerships with other utilities for the production of reclaimed water. As such, the City explored multiple virtual solutions and culminated their planning efforts by negotiating a deal with City of Miramar to produce 1 mgd at the Miramar Reclamation Facility.

Master Plan Update and Feasibility Review of Infrastructure Improvements

In 2007, the City completed a 20-Year Water and Wastewater Capital Improvement Master Plan (Master Plan). Subsequently, revised population growth data was published and indicated a decrease in projected wastewater capacity needs. As a result, the CITY authorized Hazen to prepare an update to Section 7.2.5 of the Master Plan ("Projected Wastewater Flows") addressing revised wastewater projections and their impact on proposed wastewater capacity requirements. In addition, the City also requested that Hazen prepare and update to Section 7.3.6 ("Additional Capacity Needs") based on the revised wastewater projections.

Hazen evaluated multiple alternatives, including purchasing an existing steel package plant from another utility; construction of a new steel plant, construction of a prestressed concrete tank. Multiple configurations existed for each alternative, including whether additional treatment capacity was added and/or digestion capacity. Hazen prepared cost estimates and summarized the benefits of each alternative for the City's consideration.

Hazen is presently preparing the 2024 Master Plan Update for Water and Wastewater.

Membrane Plant Replacement Project

Hazen designed the replacement of the nanofiltration elements along with refurbishment of the existing four membrane skids at the George A. Haughney WTP. Hazen provided design for replacement of 1,204 membrane elements, first stage permeate throttling valves, concentrate check valves, one additional pressure vessel and appurtenances on each skid, and SDI testing apparatus. Hazen is presently assisting with award to the contractor and will provide on-site construction oversight.



4

Approach to Project Management

4 Approach to Project Management

This section describes our overall execution plan, and our general approach to similar projects to those identified in scope of work presented in the RFQ.

Overall Project Execution

This section of our proposal focuses on overall project execution. It documents our approach to working within the Town's budget and time constraints and presents the following key elements requested in the RFQ:

- Coordination with other government agencies
- Initial involvement and consultation which includes establishment of communication procedures to ensure clear lines of communication with the Town Manager and Town staff
- Contract document preparation
- Project monitoring which include project management systems to track and control project issues (continuous communication)
- Approach to budgetary limitations
- Approach to Town deadlines, including methods to maintain schedules and recover should delays occur

Other methods we employ include:

- Quality control procedures (doing things right the first time)
- Subconsultant supervision (selection of qualified personnel and firms we know will deliver)
- Contract compliance and enforcement of industry standards
- Development of cost estimates and value engineering

Some of these methods are discussed in more detail below.

Working Within the Town's Budget and Time Constraints

Meeting budget and schedules begins with development of a detailed scope of work and Work Plan. The detailed scope of work defines the activities and milestones for completion of activities. As the detailed scope of work is being developed, we begin creating a Work Plan specifically tailored to each task assigned under this contract.

Work Plans should clearly identify tasks, level of effort (i.e., resources), and realistic milestones. We firmly believe that proper up-front planning and doing things right the first time are key ingredients for delivering a quality work product.

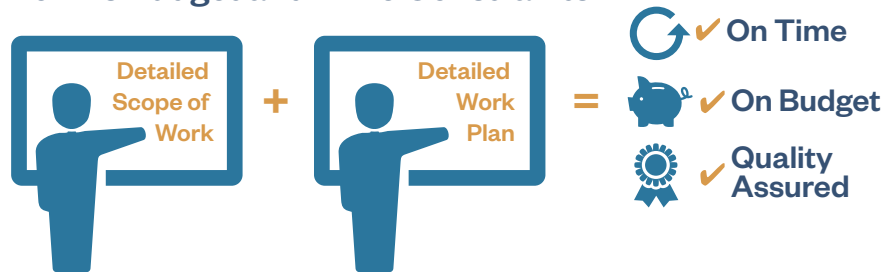
Work Plans are the vehicle used by Project Managers to provide the direction and information needed by team members to **execute the scope of work within the Town's budget and time constraints.**

Using Work Plans is key to Hazen’s project management system

and provides the tools needed to work within a project’s budget and time constraints.

Our work plans include a detailed Work Breakdown Structure (WBS) that lays out activities and relationships, so the entire project team understands their specific roles. We utilize network-logic based scheduling software (i.e., Microsoft Project or Primavera P6) to develop “realistic” schedules for the entire project, including preliminary design, final design, permitting, bidding and award, construction, and startup. The backbone of the schedule is the WBS. We hold ourselves to the same industry standards that we require of construction contractors to plan the work, identify sequencing and constraints, and optimize the overall schedule to expedite the work.

Hazen is Committed to Meeting the Town’s Budget and Time Constraints

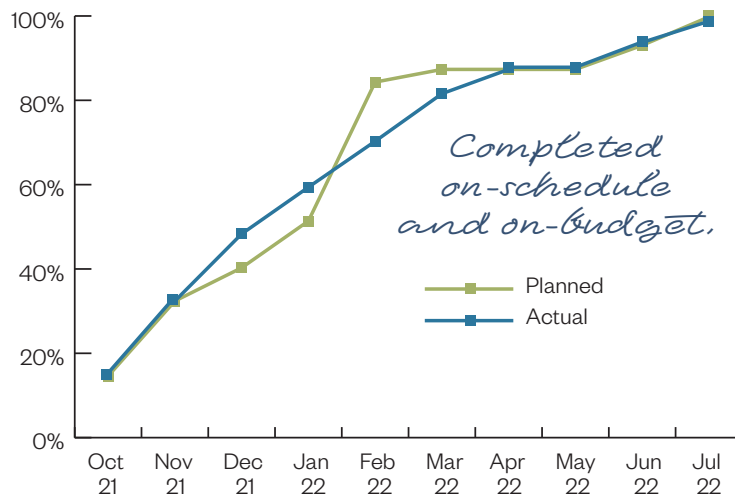


The Project Manager and Project Director routinely monitor progress

throughout the entire task to ensure work meets quality, budget, and schedule requirements.

Project instructions are issued with easily understood guidance and instructions to design team members. Project instructions describe the work product to be produced, a schedule that is agreed to by team members, and level-of-effort in terms of hours. The Project Manager and Project Director routinely monitor progress throughout the entire task to ensure work is being performed on a timely basis and within budget. The graphic below illustrates one of the many tools that Hazen uses in its work plans to monitor project progress.

Cumulative % Complete Example



Using Work Plans is key to Hazen’s project management system

and provides the tools needed to work within a project’s budget and time constraints.

Quality Control Implementation Procedures

A key reason for Hazen’s success is our continuous attention to quality. To achieve the high level of quality we expect of ourselves, we have developed design guidelines for all aspects of water treatment plant design, stormwater and wastewater collection system design. Our design guidelines enhance the quality of our designs, directly benefiting our clients; high-quality designs typically have lower bids.



Every work product produced requires review by appropriate professionals prior to submission.

This practice applies to all work performed by Hazen and the work of our subconsultant.

Hazen’s Quality Assurance program begins with the opening of a project once our client provides authorization to commence work. A Quality Assurance plan must be submitted for a project to be opened. Our commitment to quality control is demonstrated in our Quality Assurance Policy specifically designed to ensure our engineering services and work products are of highest quality throughout all phases of the project. Hazen also recognizes the talent of our employees and encourages their contribution to the Quality Assurance Policy to further improve our quality processes. At Hazen, the Project Manager is responsible for implementing our Quality Assurance Policy with assistance from the Project Director.

Equally important to Hazen’s internal review practice, is the quality control that is applied to the entire team. Each of our subconsultants is required to comply with the stringent requirements that are outlined in our internal Quality Assurance Policy. This approach further defines the quality of engineering services our clients can expect from Hazen.

Every project is required to have a QC Plan, and execution and adherence to the plan is strictly enforced.

Quality Control Approach

Develop QC Plan



- Establish QC reviewers
- Identify QC review milestones
- Set review schedule and budget



Perform QC Reviews



- Receive and document comments
- Document how comments are addressed



Update Documents to incorporate comments



- Meet with QC reviewers to discuss/resolve comments
- Inform QC reviewers how comments were addressed



Submit to Town for review



Subconsultant Supervision

Hazen has a culture of utilizing local and qualified resources whenever possible. We develop full-service offices near our clients and support our communities in many ways. Use of local and qualified firms is always a goal to supplement our team’s qualifications. We incorporate team members as though they are part of our family. Our clients recognize this effort and often comment on how seamless our professional services are. As with our own staff, we work with team members to require and commit them to the same level of excellence that we require of our own staff. This unity results in high quality of services expected when clients retain Hazen.

Contract Compliance and Enforcement of Industry Standards

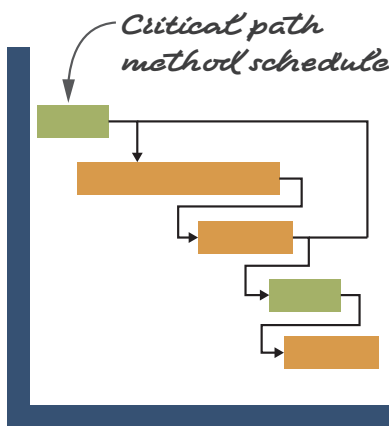
Hazen has a proactive approach to project management to ensure our contract compliance. We focus on critical elements such as manufacturing standards, factory testing checkouts, on-site soils, concrete placement, pipe testing, equipment testing, and normalization of RO membrane performance. During the construction phase, daily checks are performed to confirm compliance with contract documents and adherence to industry standards.

Our Performance is On-Target:



Construction oversight is key to ensure compliance and enforcement and you are in good hands with Aaron Cutler, CGC, who has provided these same services to the Town under previous employment for many years. Hazen understands the need to maintain a high standard of care to deliver high quality services.

Plan your work and work your plan



All of Hazen’s team members, including our proposed subconsultant, commit to the Town that they will dedicate the necessary time to successfully complete all assigned tasks to the satisfaction of the Town’s staff and stakeholders.

Schedule Control

To ensure that delivery deadlines are met, project schedules are developed along with the project scope and updated to reflect the notice to proceed date immediately following its issuance for each individual assignment. For lengthy and complex projects, a detailed project schedule will be developed in Primavera P6 or Microsoft Project.

Proactive management and working the critical path of a project **typically avoids schedule delays.**

The project schedule details the steps required to complete the project utilizing a critical path methodology. Using scheduling software provides a time management tool to better track progress of the project in real time. These types of scheduling techniques are tailored to the complexity of the project and reporting preferences of our clients. **Our Project**

Director, Kurt Pfeffer, PE, and Project Manager, Tyler Davis, PE, will be responsible for ensuring that all task schedules are met. Hazen subscribes to a strong project manager approach where all lines of communication are via the project manager. The project manager is responsible for maintaining full knowledge of all aspects of the project. This approach is designed to provide one person answerable to the Town at all times.

Proactive management and working the critical path of a project ensures projects are delivered on-time.

Risk Register

Avoiding potential project delays is feasible by developing mitigation measures early in the project development cycle. This is accomplished by developing a Risk Register. The Risk Register develops “what if?” scenarios that might result in project risk, such as cost escalation, schedule delays, or permit challenges. The Risk Register identifies mitigation measures to avoid risks, including schedule delay risks. An example risk register is presented below.

Projects that stay on schedule through careful, well planned systems are typically on budget and of high quality. **Completing work correctly the first time saves both time and effort and results in a higher quality product since no re-work is needed.** This simple concept applies to both design and construction and is important to maintain schedule and quality.

Example Risk Register

Informed, Contingency-Based Design Decisions

Risk Type	Specific Risk/Hazard(s)	Mitigation Measures
Design schedule delay	Delay in design decisions	Prepare detailed Process and Instrumentation Diagrams at the 10% design stage to accelerate design decisions.
Health and safety of workers	Fall	Require contractor health and safety plan
Commissioning delay	Bacterial contamination	AWWA C651 and C653

Budget Control

Hazen is committed to cost control in all phases of the project. This commitment is supported by effective design management, construction cost management, and an estimating group committed to highly accurate estimates.

Cost Control of Design Process

This process begins with development of a work plan that defines deliverables and due dates, assigns staff and resources needed for the duration, details the effort and expertise required by each task, and overlays a defined project schedule.

Our proposed Project Manager, **Tyler Davis, PE**, will closely monitor the progress of each activity to identify any issues that could negatively impact the budget and/or schedule, and if issues arise, develop a corresponding corrective action plan. We will provide the Town with monthly progress reports and utilize Deltek Vision for project planning and progress tracking including the work of our subconsultants.

Hazen uses Deltek Vision to provide rapid and accurate accounting of project labor, subconsultants, and other expenditures. These project data facilitate keeping the project on schedule and on budget. We also use reporting visualization tools such as PowerBI® to keep track of progress schedule and budget. These tools can be used to facilitate communication and reporting to the City.

Work Plan

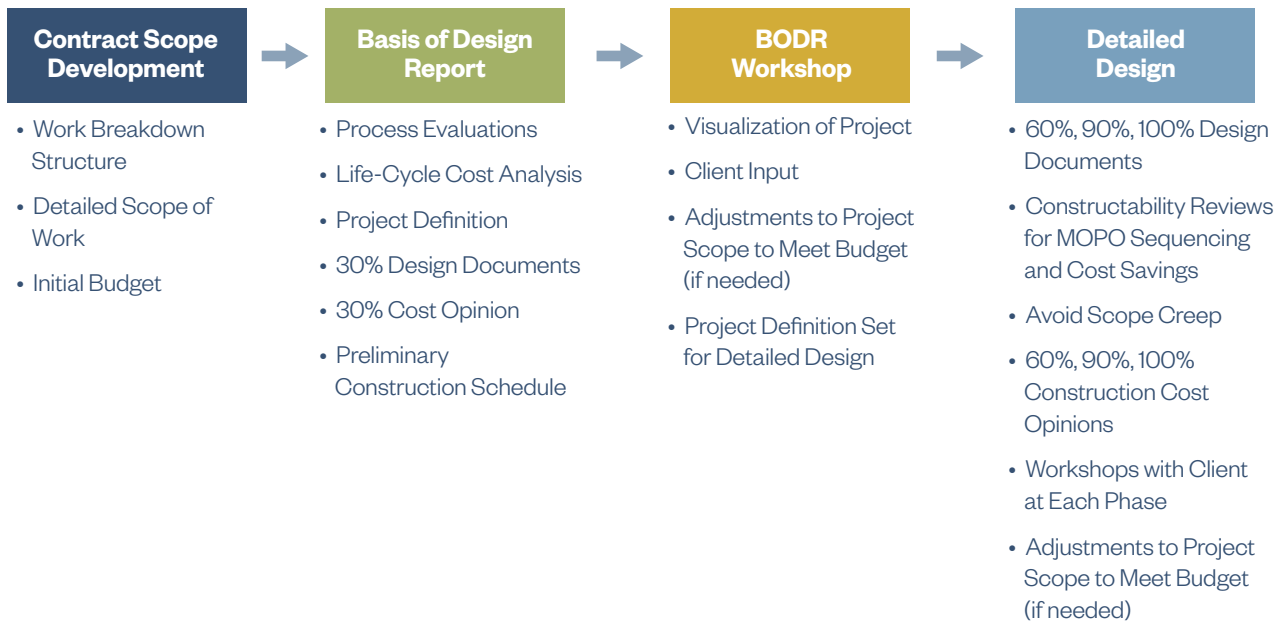


Designing to Budget

Cost estimating is a critical part of our design process and cost control methodology. Cost control starts with close coordination with the client to develop a clear, detailed project scope, ensuring the project is designed to budget.

Hazen will maintain costs within the defined goals using constructability analysis, value engineering, budget constraints, and scheduling to achieve the Town's goals. We will produce cost estimates during milestone phases of the design and review and refine the design to maintain the project's budget.

Designing to budget is important to meet client expectations. We understand that each project has a budget, and we will commence development of an opinion of probable construction costs from the 30% complete phase through final design (i.e., bid documents). The formulation of project costs will be estimated using Hazen's construction database and recent bids. A range of anticipated costs will be prepared using procedures outlined by the AACE International (formally the Association for the Advancement of Cost Engineering) professionals. Constructibility reviews will also occur with at 30%, 60%, 90%, and 100% complete documents to further evaluate opportunities for cost savings.



Hazen’s Cost Estimating Group

Hazen’s Cost Estimating Group provides transparent, defensible construction cost estimates by utilizing recommended practices of the AACE, real data on cost, and construction knowledge. Various strategies are used including crew-based estimating, productivity-based estimating, general condition costs, and assessment of market conditions. We not only use databases such as RS Means to gather information, but our experience in water and wastewater projects has allowed us to create our own database using cost estimates from similar projects. Assessment of the expected schedule of work is also accounted for and extraordinary conditions are taken into account. Within our group of estimators comes a wealth of knowledge from those who have worked for contractors, owners, and construction managers. Our engineers and estimators collaborate throughout the design process to provide continuous value engineering and to understand the cost influencers as design is developing.

We utilize Dodge Data & Analytics, Gordian Group, and Turner Indices, and closely follow *Engineering News-Record (ENR)* indices to track material and construction cost throughout the country. We utilize databases such as RS Means to gather information, but our experience in water and wastewater projects and close tracking of local bid results, has allowed us to create our own database using cost estimates from similar, local projects. **Assessment of the expected schedule of work as well as consideration of global supply chain issues are taken into account when developing cost estimates.** In this respect, our experience with other similar clients in South Florida will allow us to develop accurate cost estimates for the Town.

Rose Jesse will serve as the Lead Estimator for this contract. As a Certified Professional Estimator (CPE) through the American Society of Professional Estimators, she will provide leadership and estimating best practices throughout the life of each project.



We will leverage our AACE-certified Cost Estimators

to provide accurate budgets for the Town's CIP projects.



We specialize in providing defensible cost estimates for budgeting and decision-making



155
estimates
in 2021

were worked on from the conceptual design through bid phase



\$4.3B
Total value
of that work

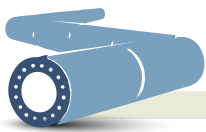


Over the last two quarters we have come within

5%

of the low bids submitted by contractors

Our knowledge of construction market conditions will inform the cost estimate. We understand the changing dynamics of the industry.



\$15B+
available
for LORR-related work

+27%
rise in
construction cost
prices this year



13%
increase in
construction wages
due to a skilled labor
shortage

Hazen's Cost Estimates to Actual Construction Costs

Hazen is committed to cost control in all phases of the project. This commitment is supported by effective design management, construction cost management, and an estimating group committed to highly accurate estimates.

Sharepoint Dashboard – a Key Communication Tool

Hazen will work closely with the Town to help ensure all schedules and budgets are met.



Web-based project dashboard allows rapid collaboration to accelerate production.

All project files are stored digitally and are accessible to the Town of Highland Beach.

Cost Control During Construction Phase

Managing costs during the construction phase begins with a robust design. Our experience with tried and tested technical specifications, well-understood geotechnical conditions, and well-detailed design will keep change orders to a minimum. In addition, Hazen’s value engineering capabilities often identify significant savings before construction when evaluating processes and construction methods, while maintaining quality.

Hazen uses several standard processes in meeting construction costs including:

- Construction management plans that identify communication plans for stakeholders and responsibilities.
- Standardized, discipline-specific, inspection forms to capture all relevant data for specific work tasks and schedule and constructability review checklists.
- Use of technology such as programs like PROCORE, Bluebeam or Revit (BIM), and tablets have allowed for greater efficiency in cost control during construction.

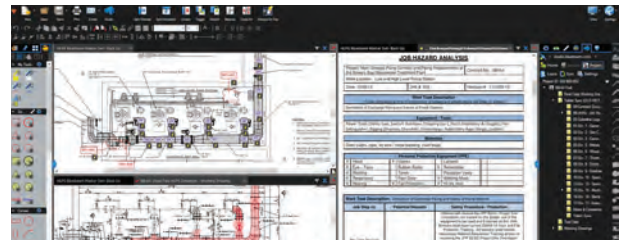
Hazen Embraces the Use of Technology

The utilization of technology has allowed for greater efficiency in Hazen’s CM practice



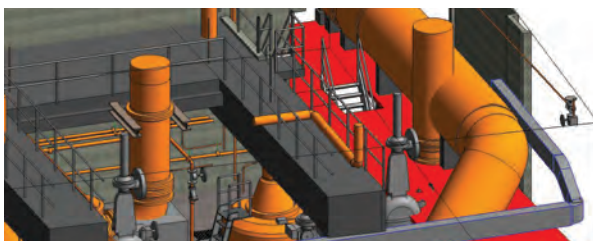
PROCORE All members of the Hazen team are familiar with, embrace and actively utilize Procore.

- System generates logs on demand for efficient tracking of RFIs, correspondence, permits, action items, etc.
- All project information/records are available at all times.
- Common file cabinet allows for project info to be shared with the entire team.



Bluebeam® At Hazen we run Bluebeam software on all devices (phones, tablets, and laptops).

- Provides instant access to details, shop drawings, RFIs, etc., through hyperlinks on contract drawings. No need to open more windows or carry extra documents.
- Allows invites to all team members, at no additional cost, to collaborate concurrently on project issues using the same drawing.
- Creates redline drawings as work is installed, initiating closeout as project progresses.



BIM Hazen CM embraces the use of the BIM model.

- Facilitates coordination between the various project trades (i.e., electrical, piping, HVAC, equipment).
- Simulates critical and dangerous work activities. Can run various scenarios through the model to identify clashes, risks and develop remedies.
- Creates a final as built project record.

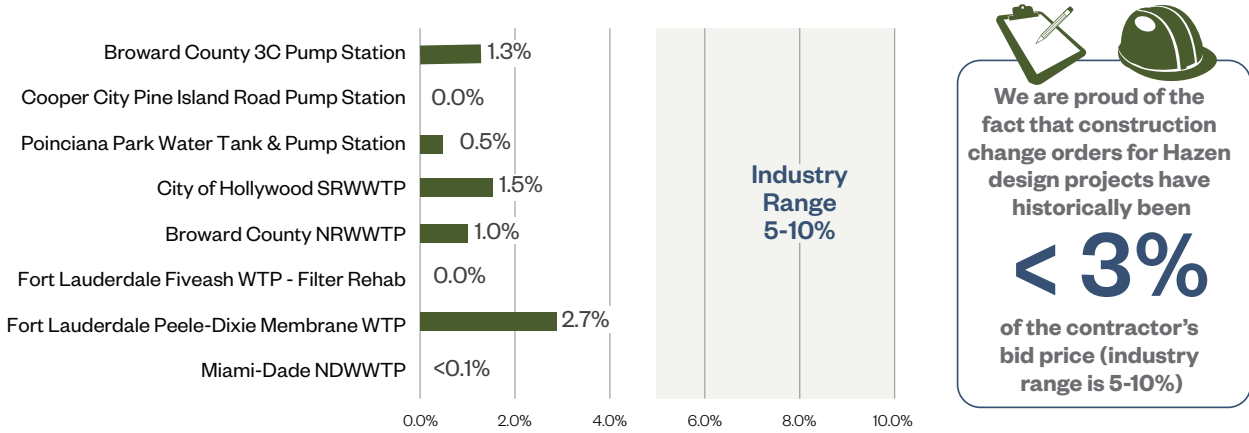


Tablets We use tablets extensively in the field. All project information is available to our staff in the field in real time.

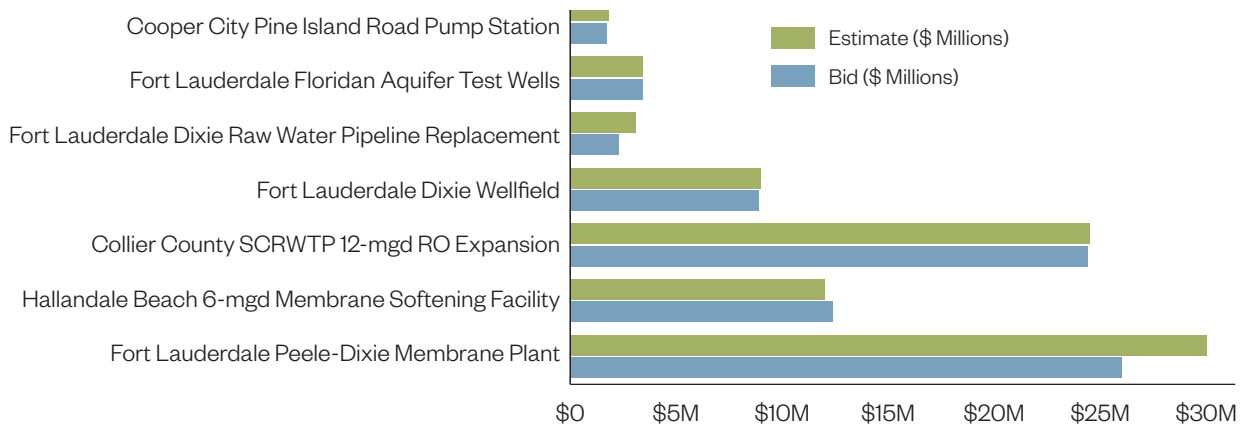
- Information is stored on tablet. Field staff has access to information needed when they need it, at the location where it is needed, not back in the trailer.
- In the case of issues or questions, photos can be taken with the tablet, correlated to and affixed to a specific drawing and location and transmitted to the appropriate project team members for resolution.
- Provides access to the full project record, including shop drawings, BIM models, etc., on site at the point of the work allows for more collaborative interaction with the contractor facilitating safety, quality and efficiency.

Demonstrated Minimization of Change Orders/Amendments

Hazen has found the keys to minimizing change orders are to have a quality design and effective contract documents, as well as a strong field team with state-of-the-art tools to manage the construction phase of the project. This is demonstrated by our strong track record of less-than-industry-average final change order costs.



Hazen's Cost Estimates are on Target



These data demonstrate our **ability to design to meet budget expectations.**

Project Management Systems to Track and Control Project Issues (Continuous Communication)

Hazen tracks and controls project issues through all design phases using an Action Item List. This management tool is maintained by the project team through the life of the project. It adds significant value and moves the project forward in a positive fashion. The action items are reviewed with the project team during weekly project coordination meeting. The Action Item List tool ensures project issues are tracked and documents how each was resolved.

During the construction phase, concerns are also documented, and corrective measures are discussed with both the client and contractor to resolve the issue in a mutually beneficial manner that does not impact the intent of the design. Tracking and controlling project issues is a critical step in delivering a successful project.

Example Action Item List

City of Hallandale Beach WTP
Transfer Pump Replacement

Updated on: 8/27/2018

No.	Date Added	Action Item	Resolution	Responsible Party	Target Completion Date	Status	Comments
1	04/09/18	Setup project folder.	Prepared project folders.	G. Brown	04/13/18	Complete	
2	04/09/18	Prepare subcontract for lead and asbestos survey.	Subcontract executed by EE&G.	L. Medina	05/17/18	Complete	
3	04/09/18	Select background drawings from High Service Pumps to use to setup Transfer Pumps CAD Files.	Drawings are setup.	L. Medina	05/23/18	Complete	
4	05/17/18	Get insurance certificates and QC plan from EE&G.	Insurance certificates and QC plan saved in project folder.	L. Medina	05/23/18	Complete	
5	05/17/18	Get budget quote, pump selection and dimension drawings from Afton (Fred Trippensee)	Documents received and saved in project folder.	L. Medina	05/23/18	Complete	

The Action Item List tool

ensures that project issues are tracked and documents how each is resolved.

Communication Procedures to Ensure Clear Lines of Communication with Town Manager and Town Staff

Communication, communication, communication! Effective communication with all members of a project team, especially the client, are critical to success. Hazen will provide monthly updates to communicate project status, areas of concern, and pending work during the project. During design, we will submit monthly updates that present work completed, work to be completed, and any items that require further vetting. This written communication will be discussed at the project kick-off meeting and a format to present project progress will be presented for acceptance by the Town.



Ensuring clear lines of communication is essential to achieving productivity.

Tyler Davis, PE, our proposed Project Manager, will be the main point of contact between the Town Manager and Town Staff. Kurt Pfeffer, PE, our proposed Project Director, will support Mr. Davis.

Detailed Project Approach

Hazen’s approach is centered around the Town’s project goals and our commitment to delivering the highest quality deliverables that exceed Highland Beach’s expectation for meeting budget and schedule. We will accomplish this by using our highly experienced senior engineers to lead the major tasks, who are focused on producing cost-effective and sustainable solutions.

Our Approach is Simple and Direct

Hazen’s approach for project execution is simple and direct. We begin by:

1ST

Listening to the Town of Highland Beach and understanding your specific concerns and goals.

2ND

Formulating innovative, but sound and technically feasible solutions **as if we were spending our own money.**

3RD

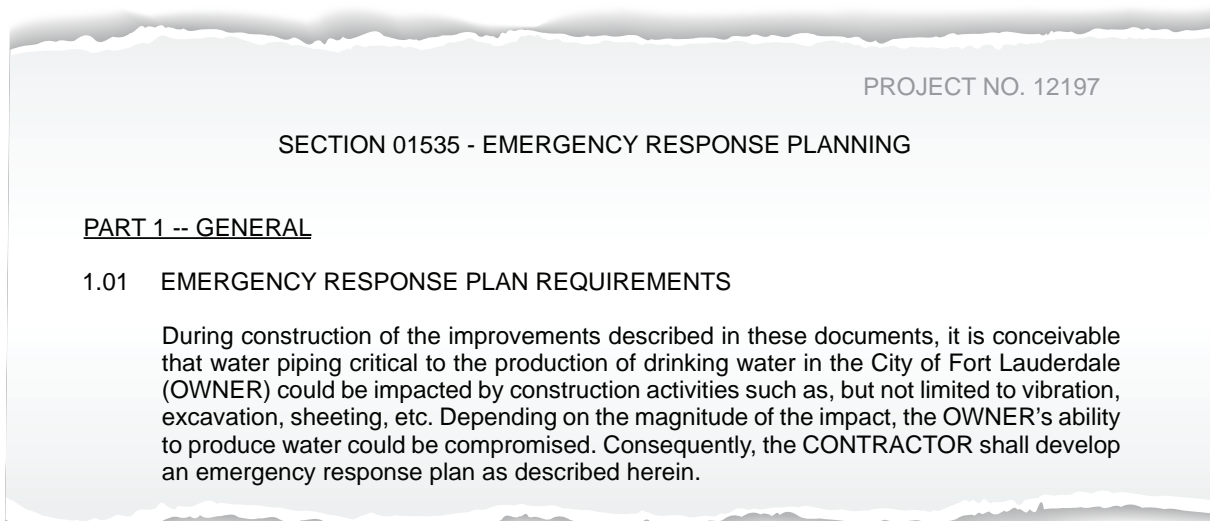
Developing a design that is easily understood by contractors as expeditiously as possible using tried and proven project management methods.

Managing Foreseeable Construction Challenges

There are foreseeable construction challenges where cost and risk can be managed using the Risk Register as described on page 4-5.

Managing Unforeseeable Construction Challenges

There are also unforeseeable construction challenges caused by combination of human error and insufficient record information. An example would be failure of a water pipe caused by the contractor trenching in an area believed to be free of underground utilities. It is our standard practice to require the contractor to prepare an emergency response plan. This document requires the contractor to identify (in consultation with the Town and Hazen) likely failure modes, responses and response material and equipment needs. It organizes the response activity so that the Town can recover as soon as possible. An excerpt from our standard emergency response plan specification is illustrated below.



1021-646

All Available Grant/Funding Opportunities for this Contract Will be Pursued



Sharon Simington
Grant Management

In addition to the State Revolving Fund, grant and funding opportunities such as the Alternative Water Supply grant program should be explored as a means to fund projects under this contract. **Over the past 20 years, Sharon Simington** has depth of experience working with local governments to fund infrastructure projects that better communities. As the Southeast Regional Funding Program Leader for Hazen, she focuses her experience on water, wastewater, and stormwater utilities projects and provides the planning, application, and administration for capital improvement projects.

Ms. Simington has many relationships with funding agencies, community members and leaders, and consulting engineers. She helps clients in various industries and disciplines to identify potential funding sources. She leads efforts to secure alternative funding for a variety of clients and projects, acting as the liaison between agency and community, providing a smooth funding experience and cohesive working environment. Ms. Simington has been responsible for creating funding strategies that lays out groundwork for funding for either a single project or an entire CIP's worth of projects.

SFES Construction Services (President and Founder Aaron Cutler, CGC, PMP)

Mr. Cutler will provide a trusted level of service and detailed oversight of all the Contractor's plans, phasing, and installation methods so that the construction of your vital infrastructure project goes smoothly. The below key components were established by Mr. Cutler through his long history with the Town of Highland Beach and are the foundation of SFES.



Aaron Cutler,
CGC, PMP
Construction Inspection

- **Responsiveness:** The nature of construction services is such that responsiveness is the key to resolving construction issues in the field so that the Contractor's crews are not ever on stand-by, which could result in contractor claims or project delays. SFES takes great pride in ensuring that they are immediately accessible and responsive to their client's needs. This has been demonstrated over the last 15 years and numerous successful projects, Mr. Cutler has personally steered to the finish line for the Town of Highland Beach.
- **Leadership:** It is extremely important for the Town of Highland Beach's Construction Management Scope of Work, that the Town is provided a lead Construction Manager as the primary point of contact during construction who can respond

to issues and needs pertaining to each phase of the Contract. This person must be knowledgeable of the projects and provide an efficient means of communication between the Town of Highland Beach, Permit Agencies, Design Engineering Team, General Contractor, and all Sub-Contractors. Mr. Cutler will personally perform and oversee all construction management services for this contract and will be the Town's central point of contact during construction. **Mr. Cutler is a State Licensed Certified General Contractor (CGC), Project Management Institute Certified Professional (PMP), and Senior Construction Manager** with over 20 years of construction management and

Mr. Cutler will bring all of his past experience and success to your future projects, while meeting your technical standards, budget, and schedule needs.

The Town of Highland Beach will be his primary focus and SFES will always give 110% commitment to complete every project task within the required time and budget constraints.

inspection experience. He has built his career on a hands-on approach and doing “whatever it takes” to confirm project success. Mr. Cutler has demonstrated on numerous past Town of Highland Beach Water & Sewer projects that he will take personal ownership of any construction project assigned and will confirm your satisfaction.

It is SFES’ primary goal to provide the Town with an experienced, responsive, and accessible construction management team who will oversee and administer successful projects to the Town, their residents, and all project stakeholders.

Operation and Maintenance (O&M) of a water facility can pose challenges for even the most seasoned utility staff personnel. **Hazen can help you meet those challenges.**

Hazen’s Startup, Training and Operations Services

With over half a century of experience in the design and operation of environmental infrastructure, along with over 1,700+ of the most experienced and specialized engineers, operators, and administrative staff in the industry, Hazen is ready to meet your O&M challenges and help solve your toughest problems.

From individual O&M services to multi-million dollar, large-scale O&M programs, Hazen has the experience and resources to meet all your O&M needs.

Make Your First Step a Success

Successful start-up and facility operation depends not only on design, but also on operating personnel who understand the interaction between systems and equipment. This is where expertise from our O&M professionals can help.

A sampling of the wide spectrum of services Hazen can provide includes the following:

- Personnel training
- Plan of operation, Standard Operating Procedures (SOP), O&M manuals, and pocket guides
- First-year operations certification
- Process troubleshooting and optimization
- Computerized maintenance manuals and equipment maintenance databases
- Effective predictive and preventive maintenance programs

- Safety program preparation
- Vulnerability analysis and emergency planning

The Hazen Difference

Nearly 100 percent of our business is in the water and wastewater fields. Hazen is one of the very few engineering firms in the *Engineering News-Record* Top 500 listing who share this specialization. This focus enables us to achieve excellence in water resources engineering and facilities O&M. As a client, you can rest assured that we anticipate and solve problems before they turn into setbacks for your organization.



Hazen’s O&M professionals offer a mix of learning approaches tailored to the specific needs of your organization. Our user-friendly training allows attendees to bring new concepts and skills back to their workplace.

Hazen’s portfolio of work ranges from smaller facilities to many of the most sophisticated plants in the world. We provide O&M assistance, from bringing a new piece of equipment on line to analyzing your entire operation.

Start-up, Shakedown, and Testing

Drawing on Hazen's in-depth knowledge of process design and environmental engineering, our start-up, shakedown and performance/acceptance testing services assist with a broad range of facilities, processes, and equipment.



User-Friendly Training and Safety Support Services

In collaboration with your staff, Hazen's O&M professionals offer hands-on classroom training, innovative training facilitation, as well as the creation of O&M manuals, SOPs, SEMP, and related documents.

We also have extensive knowledge of Occupational Safety & Health Administration (OSHA) regulatory requirements and have years of experience helping personnel put these requirements into practice at water and wastewater facilities. Hazen instills a proactive, "safety first" attitude, whether we are writing OSHA-compliant, site-specific safety procedures and written safety programs; conducting facility safety audits and existing safety program peer reviews; or providing safety training of your facility personnel.

Hazen places a strong emphasis on user-friendly training and facilitation to keep your facilities in optimal condition and your employees safe and healthy.



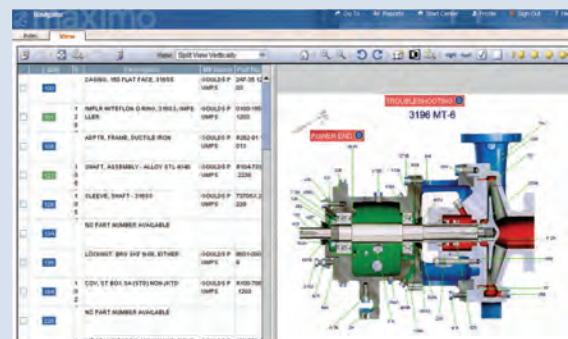
Troubleshooting and Improved Operations

Hazen has helped some of the world's largest and most complicated water and wastewater facilities with troubleshooting services and money-saving operations improvements, such as Process Control Systems (PCS) and consumables optimization. We also offer assistance with regulatory compliance issues.



Maintenance Management: A Predictive Approach

Our predictive, preventive, and corrective maintenance services use a mix of real-world condition assessments and advanced techniques. Hazen utilizes a Computer Maintenance Management System (CMMS) to help our clients effectively manage assets and avoid costly unplanned failures.



A CMMS can help streamline maintenance tasks and maximize up-time. Shown above is a screen capture depicting spare parts inventory for a pump.



5

Resources, Availability, and Commitment

5 Resources, Availability, and Commitment

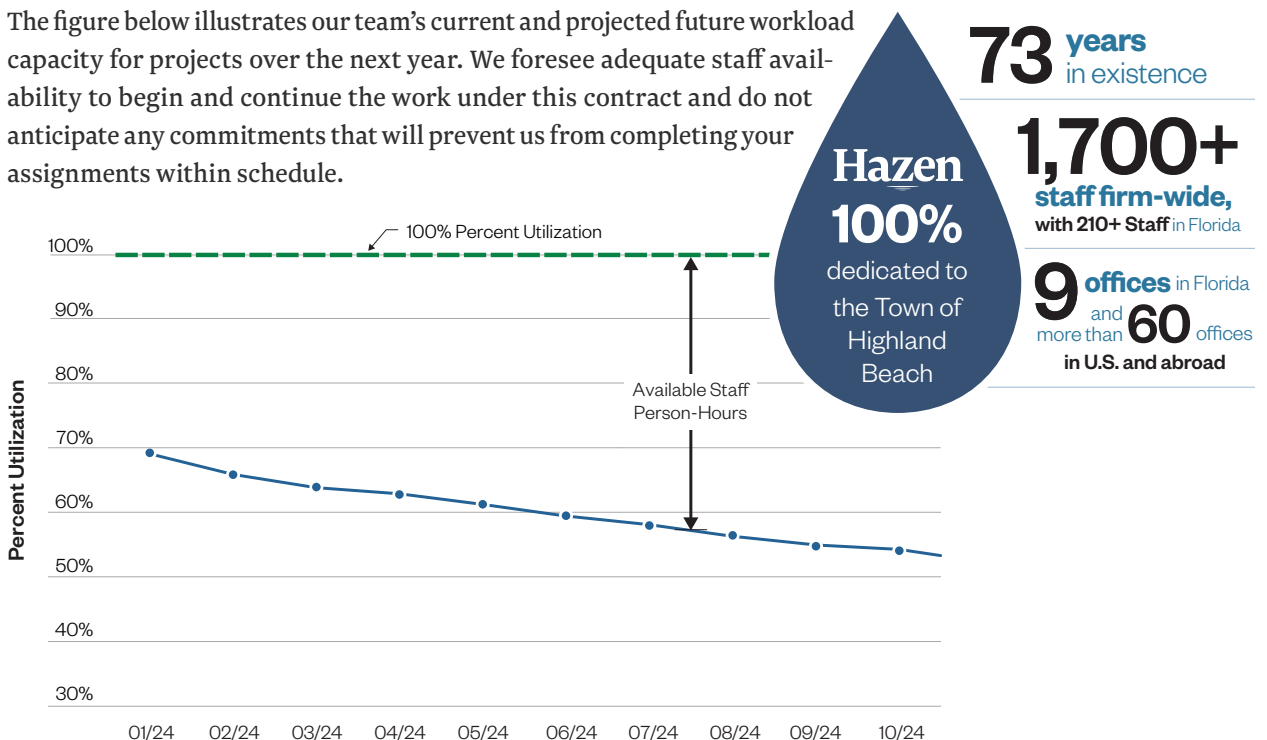
The Hazen Team understands the importance of maintaining schedule and budget, and realizes that this enables the Town to provide the quality of service promised to its customers. **The Hazen Team commits to meeting your schedule and budget requirements, and being responsive to your requests on every work assignment.**

Current and Projected Workloads

Hazen has a continuing and ongoing process to track workload of our staff in all of our offices. We have staff available to provide the complete range of services required for the expected duration of this contract. The Florida staffing team works diligently to identify any staffing overages or shortfalls and can respond quickly to any staffing need. For the Town of Highland Beach, the process will allow our local staff to always be available for any project assigned to Hazen.

A careful examination of the Hazen Team’s current and planned workloads confirms that the appropriate resources are available to work on assignments awarded under this contract. If additional resources are necessary to support our team, Hazen maintains sufficient staff in our nine Florida offices and also has the capacity to draw upon our firm-wide staff members of >+1,700 resources should unforeseen circumstances occur or if specific expertise is required. In addition, Hazen employs more than 90 people working in the Boca Raton and Hollywood offices alone ensuring responsive local service. We take pride in our responsiveness in meeting the needs of our clients.

The figure below illustrates our team’s current and projected future workload capacity for projects over the next year. We foresee adequate staff availability to begin and continue the work under this contract and do not anticipate any commitments that will prevent us from completing your assignments within schedule.



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Projects Currently Under Contract

The following is a list of the current projects being performed from our Boca Raton office.

Current Workload for Team Members

Our proposed Project Manager, **Tyler Davis, PE**, will maintain regular communications with the Town. Through this communication, we will be able to anticipate required resources and proactively plan staff assignments. Should unforeseen circumstances occur, and project acceleration is required, our team has the necessary support and backup staff at all levels with experience in all disciplines required. If additional resources are necessary to support our team, Hazen maintains sufficient staff in our nine Florida offices and has the capacity to draw upon our 1,700+ firm-wide staff members.

The table below is a list of active projects for our Boca Raton office, which will be the responsible office for the proposed contract. If additional resources are required at any given time, we can assure you that we will meet those needs and make the commitment to keep each awarded project on schedule. Our Project Manager and all key project team members will dedicate the necessary time to see each task through from conception to completion.

Client	Project Name	Estimated Completion Date
Town of Jupiter	Floridan and Surficial Raw Water Line Extensions - Construction Phase Services	Dec-24
Haskell Globaltech JV	Fort Pierce Utilities Authority (FPUA) Mainland WRF Phase 3 - Construction Phase Services	Oct-25
Globaltech, Inc.	FPUA WTP Control Room Redesign	Oct-24
City of Deerfield Beach	West WTP Injection Well W-1, FDEP UIC Permit Renewal Application	Nov-24
City of Deerfield Beach	Professional Engineering Services for the Rehabilitation of Injection Well IW-1 Oversight and Rerating, West WTP	May-24
South Central Regional Wastewater Treatment and Disposal Board (SCRWWT&DB)	General On-Call Engineering Services	Sep-24
SCRWWT&DB	Gravity Belt Thickener Installation Design Services	Sep-24
SCRWWT&DB	Pipeline to Injection Well No. 2	Jul-24
SCRWWT&DB	Anaerobic Digestion Facility Preliminary Design	Jun-24
SCRWWT&DB	Injection Well No. 1 MIT Report	Mar-24
SCRWWT&DB	Construction Oversight for Injection Well No. 2	Apr-24

Client	Project Name	Estimated Completion Date
Palm Beach County Water Utilities Department (PBCWUD)	Southern Region WRF Secondary Clarifier and Effluent Filtration Improvements - Construction Phase Services	Dec-24
PBCWUD	CSA 02: Southern Region WRF Process Improvements Design/Construction Services	Aug-25
City of Boca Raton	Building 11 Rehabilitation and Improvements at the Water Treatment Plant (Design)	Feb-24
City of Delray Beach	Initial Owner's Representative Services (Water Treatment)	Jan-24
East Central Regional Water Reclamation Facility (ECRWRF) Operations Board	East Central Regional Water Reclamation Facility (ECRWRF) Process Water System	Jun-24
ECRWRF Operations Board	ECRWRF Capital Improvement Program – Aeration Basin No. 5 Improvements and New Headworks Bypass to Junction Box - Construction Phase Services	Sep-24
City of West Melbourne	Renewal of Injection Well Permit	Mar-24
City of West Melbourne	Production Wells	Mar-24
City of West Melbourne	Water Treatment Plant Final Design, Permitting, and Bidding	Oct-24
City of West Melbourne	Well Site Design, Permitting & Bidding	Dec-24
City of West Melbourne	Development and Calibration of Water Distribution System Hydraulic Model	Jun-24
South Florida Water Management District	SCADA Site Replacement Collier, Miami-Dade and Broward Counties	Dec-24
Village of Wellington	General Water, Wastewater Engineering Services	Mar-24
Village of Wellington	Anaerobic Selector Construction Phase Services	Jan-25
Hillers Electrical Engineering / Village of Wellington	WTP Emergency Generator 3 Replacement - CMS	Sep-24
Village of Wellington	Peaceful Waters Wetland Rehabilitation	Feb-24
Holtz Consulting Engineers, Inc. / Loxahatchee River District	Anaerobic Digestion and Biogas Utilization Study	Jan-24
Town of Jupiter	FY2024 SW General Consulting (ORS Services)	Oct-24
Town of Jupiter	FY2024 General Consulting Water and Stormwater	Sep-24
Town of Jupiter	FY2024 General Utility Financial Consulting Services	Sep-24

Necessary Working Capital Available

Hazen and Sawyer is a professional corporation wholly owned by employees of the firm who are licensed professional engineers. During its more than 70 years of existence, it has consistently operated profitably. Management has always followed a conservative philosophy. In this way, the firm's growth has been sustained and supported by a strong financial base.



Gordon L. Smith
Executive Director

January 5, 2024

Skender Coma, Management Analyst
Town Clerk's Office
Town of Highland Beach
3614 South Ocean Boulevard
Highland Beach, FL 33487

Ladies and Gentlemen:

We are pleased to provide the following information regarding our client, Hazen and Sawyer, D.P.C. Hazen and Sawyer, D.P.C. was formed as an engineering firm specializing in the design and construction supervision of water supply, sewerage and industrial waste systems.

Hazen and Sawyer has maintained a relationship with our bank since 1952. Balances during the past twelve months have averaged in the low eight figures. We extend to the company a line of credit in the low eight figures. Additionally, the company has standby letter of credit facilities outstanding with JPMorgan Chase Bank. The account has been handled in a fully satisfactory manner.

The information in this letter is provided as an accommodation to you. This letter and any information provided in connection therewith are furnished on the condition that they are strictly confidential, that no liability or responsibility whatsoever in connection therewith shall attach to Chase or any of its officers, employees, or agents, that this letter makes no representations regarding the general condition of the account holder named herein, their management, or their future ability to meet their obligations.

If you have any questions, please do not hesitate to contact me: **212-270-1810**.

Sincerely,

Gordon Smith

J.P. Morgan Securities, LLC | 383 Madison Avenue, 22nd Floor, New York, NY 10179
T: 212 270 1810 | gordon.lsmith@chase.com | chase.com/commercialbanking

The firm is in a strong financial position in its industry and there are no unique risks which would affect its continued existence. Due to page limitations of our response, we have elected not to include our most recent audited financial statement, however it is immediately available upon request.

Additionally, to assist in your evaluation of our financial stability, we have provided a letter discussing our financial status from Gordon Smith, Executive Director JP Morgan Chase Bank. For further information, our Dun & Bradstreet Identification No. is 06-496-6138.



6 References

6 References

Our three references are included in **Section 8, Submittal Forms**, and are summarized here for ease of review. The Hazen team has a track record of meeting project goals and addressing client objectives. **Our client references will be happy to provide additional details regarding our performance.**

Reference 1			
Project Name		Contact Person	Years of Service
	City of Boca Raton Water, Wastewater and Reclaimed Water Continuing Engineering Services Boca Raton, Florida	Justin Barrington, Deputy Director, Utility Department Office: (561) 338-7382 Mobile: (561) 235-1938 jbarrington@myboca.us	1995 - Present
Professional Services Performed			
Planning, design, and construction projects since 1995 including Wastewater Pump Station Improvement Program, Transmission System Master Plan, Sodium Hypochlorite Storage Tank & Piping Project, and Pressure Pipe Repair and Installation Technical Specification Project. See Section 3 for more details.			
Reference 2			
Project Name		Contact Person	Years of Service
	Town of Jupiter Professional Engineering Services for Stormwater and Water Capital Improvements Jupiter, Florida	Rebecca Wilder, Assistant Director Utilities Office: (561) 741-2635 Mobile: (561) 943-0923 rebeccaw@jupiter.fl.us	2000 - Present
Professional Services Performed			
Since 2000, Hazen has served as general consultant for the Town of Jupiter, providing assistance in almost every aspect of its stormwater program. Hazen has provided master planning, stormwater planning and modeling, design, NPDES permitting, asset management, rate/financial analysis, plan review, and construction oversight. See Section 3 for more details.			
Reference 3			
Project Name		Contact Person	Years of Service
	City of Oakland Park General Civil Engineering, Building Architectural, and Landscape Architectural Services Oakland Park, Florida	Albert Carbon III, PE, Public Works Director, Engineering and Construction Management Office: (954) 630-4458 albertc@oaklandparkfl.gov	2018 - Present
Professional Services Performed			
Services range from planning and design to permitting, bidding, and construction administration services. See Section 3 for more details.			

1021-646

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7 Certified Minority Business Enterprise

7 Certified Minority Business Enterprise

Hazen has a strong commitment to including minority/women business enterprises (M/WBEs) on our project teams.

Hazen is not a certified minority business enterprise as defined by the Florida Small and Minority Business Assistance Act of 1985. However, we have a strong commitment to including M/WBEs on our project teams.

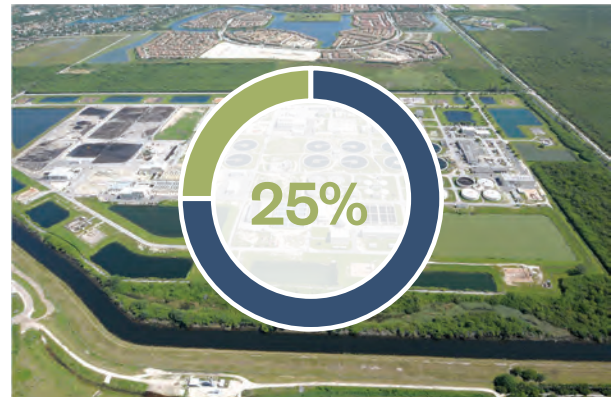
Some of Hazen’s previous M/WBE, CBE, and SBE efforts are highlighted below.

Hazen commits to maximizing M/WBE participation on this project whenever possible.



Broward County Water and Wastewater Contracts

Hazen has continuously employed county business enterprises (CBE)/small businesses on County contracts per Broward County requirements since the 1990s and continues to do so today for our active contracts. Presently, Hazen has committed over 25% of the total contract value for four active Broward contracts to CBE firms. To date, we have earned approximately over half (\$37.7 million) of the total contracted amount and have already **paid out \$9.5 million to the local CBE firms, demonstrating the reality of our overall 25% commitment.**



MDWASD South District Wastewater Treatment Plant High Level Disinfection Contract

For the Miami-Dade Water and Sewer Department South District Wastewater Treatment Plant High Level Disinfection contract (2004-2014), **approximately \$10.7 million of Hazen’s \$42.9 million fee was paid to Miami-Dade County certified small businesses.**

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8

Submittal Forms

8 Forms

FIRM ACKNOWLEDGEMENT

Submit RFQ's to: Town Clerk's Office
Town of Highland Beach
3614 South Ocean Blvd.
Highland Beach, FL 33487
Telephone: 561-278-4548

RFQ Title: "CONTINUING PROFESSIONAL CONSULTING SERVICES (CCNA)"
RFQ Number: 24-001

RFQ Due: January 10, 2024, NO LATER THAN 2:00 P.M. (LOCAL TIME)

Proposals will be publicly opened and recorded for acknowledgement of receipt, unless specified otherwise, on the date and time indicated above and may not be withdrawn within ninety (90) days after such date and time.

All Contracts entered as a result of this RFQ shall conform to applicable sections of the Town Charter and Town Code of Ordinances.

Name of Firm: Hazen and Sawyer

Federal I.D. Number: FEIN: 13-2904652

A Corporation of the State of New York

Telephone No.: (561) 997-8070

Mailing Address: 2101 NW Corporate Boulevard, Suite 301

City / State / Zip: Boca Raton, FL 33431

Email Address: kpfeffer@hazenandsawyer.com



Authorized Signature

Kurt Pfeffer, PE, Associate Vice President/
Proposed Project Director

SERVICES TO BE CONSIDERED - PLEASE CHECK OFF EACH TO BE PROVIDED

Civil Engineering

Water/Wastewater/Stormwater

Architecture

Landscape Architecture

Geotechnical

Transportation

Mechanical/Electrical/Plumbing

Other Services (Please list below)

• Construction Inspection Engineering (by Subconsultant South Florida Eng. Services)

• Design and/or Construction Supervision and Administration (by Subconsultant South Florida

Eng. Services)

CONFIRMATION OF DRUG-FREE WORKPLACE

Preference shall be given to businesses with drug-free workplace programs. In order to be considered having a drug-free workplace program, the Firm shall:

- 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 employees 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, and 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 bid 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 bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or 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.



Authorized Signature

Kurt Pfeffer, PE, Associate Vice President/
Proposed Project Director

PALM BEACH COUNTY INSPECTOR GENERAL

ACKNOWLEDGMENT

The Firm is aware that the Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of this contract, and in furtherance thereof may demand and obtain records and testimony from the Firm and its subcontractors and lower tier subcontractors.

The Firm understands and agrees that in addition to all other remedies and consequences provided by law, the failure of the Firm or its subcontractors or lower tier subcontractors to fully cooperate with the Inspector General when requested may be deemed by the Town to be a material breach of this contract justifying its termination.

Hazen and Sawyer

FIRM NAME



By: Kurt Pfeffer, PE, Proposed Project Director

Title: Associate Vice President

Date: January 9, 2024

CERTIFICATION PURSUANT TO FLORIDA SECTION 287.135, FLORIDA STATUTES

I, Kurt Pfeffer, PE,
Associate Vice President, on behalf of Hazen and Sawyer certify
Print Name and Title Company Name

That Hazen and Sawyer does not:
Company Name

1. Participate in a boycott of Israel; and
2. Is not on the Scrutinized Companies that Boycott Israel List; and
3. Is not on the Scrutinized Companies with Activities in Sudan List; and
4. Is not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; and
5. Has not engaged in business operations in Syria.

Submitting a false certification shall be deemed a material breach of contract. The Town shall provide notice, in writing, to the Contractor of the Town's determination concerning the false certification. The Contractor shall have ninety (90) days following receipt of the notice to respond in writing and demonstrate that the determination of false certification was made in error. If the Contractor does not demonstrate that the Town's determination of false certification was made in error then the Town shall have the right to terminate the contract and seek civil remedies pursuant to Florida Statute § 287.135.

Section 287.135, Florida Statutes, prohibits the Town from: 1) Contracting with companies for goods or services in any amount if at the time of bidding on, submitting a proposal for, or entering into or renewing a contract if the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, F.S. or is engaged in a boycott of Israel; and

2) Contracting with companies, for goods or services over \$1,000,000.00 that are on either the Scrutinized Companies with activities in the Iran Petroleum Energy Sector list, created pursuant to s. 215.473, or are engaged in business operations in Syria.

As the person authorized to sign on behalf of the Contractor, I hereby certify that the company identified above in the section entitled "Contractor Name" does not participate in any boycott of Israel, is not listed on the Scrutinized Companies that Boycott Israel List, is not listed on either the Scrutinized Companies with activities in the Iran Petroleum Energy Sector List and is not engaged in business operations in Syria. I understand that pursuant to section 287.135, Florida Statutes, the submission of a false certification may subject the company to civil penalties, attorney's fees, and/or costs. I further understand that any contract with the Town for goods or services may be terminated at the option of the Town if the company is found to have submitted a false certification or has been placed on the Scrutinized Companies with Activities in Sudan list or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List.

Hazen and Sawyer
COMPANY NAME


SIGNATURE

Kurt Pfeffer, PE
PRINT NAME

Associate Vice President
TITLE

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

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 the Town of Highland Beach (the "Town") by:

Kurt Pfeffer, PE, Associate Vice President/Proposed Project Director
(Print individual's name and title)

For: Hazen and Sawyer
(Print name of entity submitting sworn statement)

Whose business address is:

2101 NW Corporate Boulevard, Suite 301, Boca Raton, FL 33431

And (if applicable) its Federal Employer Identification Number (FEIN) is: FEIN: 13-2904652

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement:
_____)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), FLORIDA STATUTES, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), FLORIDA STATUTES, means a finding of guilt, 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. A predecessor or successor of a person convicted of a public entity crime; or
- b. an entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one (1) 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 (1) person controls another person.

A person who knowingly enters a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding thirty-six (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 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 (1) 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 Bidder list. (Attach a copy of the final order)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICE FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 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.

Date: January 9, 2024

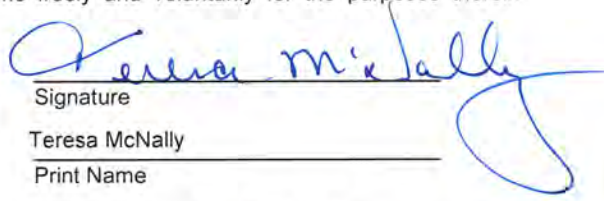

Signature
Kurt Pfeffer, PE, Associate Vice President

STATE OF FLORIDA

COUNTY OF Palm Beach

The foregoing instrument was acknowledged before me this 9th day of January, 2024, by, as Associate Vice President (title) of Hazen and Sawyer (name of company), on behalf of the Corporation. (type of entity).

who is personally known to me, who produced as identification, who did take an oath, and who acknowledged before me that he executed the same freely and voluntarily for the purposes therein expressed.


Signature
Teresa McNally
Print Name



NOTARY PUBLIC – STATE OF FL
My Commission Expires: August 6, 2024
Commission No.: HH 024367

ADDENDA ACKNOWLEDGEMENT

TOWN OF HIGHLAND BEACH, FLORIDA

RFQ TITLE: **“CONTINUING PROFESSIONAL CONSULTING SERVICES (CCNA)”**

RFQ NO.: 24-001

DATE SUBMITTED: January 10, 2024

We propose and agree, if this submittal is accepted, to contract with the Town of Highland Beach, in the Contract Form, to furnish all material, means of transportation, coordination, labor and services necessary to complete/provide the work specified by the Contract documents.

Having studied the documents prepared by: The Town of Highland Beach

We propose to perform the work of this Project according to the Contract Documents and the following addenda which we have received:

ADDENDUM	DATE	ADDENDUM	DATE
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

NO ADDENDUM WAS RECEIVED IN CONNECTION WITH THIS RFQ

RFQ No.: 24-001
CONTINUING PROFESSIONAL CONSULTING SERVICES (CCNA)

SCHEDULE OF SUB-CONSULTANTS

The Undersigned Respondent proposes the following major subcontractors for the major areas of work for the Project. The Respondent is further notified that all sub-consultants shall be properly licensed, bondable and shall be required to furnish the Town with a Certificate of Insurance in accordance with the contract general conditions. This page may be reproduced for listing additional sub-consultants, if required. **If not applicable or if no-sub-consultants will be used in the performance of this work, please sign and date the form and write "Not-Applicable" or "NONE" across the form.**

<u>Name of Sub-Consultant</u>	<u>Address of Sub-Consultant</u>	<u>License No.:</u>	<u>Contract Amount</u>	<u>Percentage (%) of Contract</u>
Aaron Cutler, South Florida	1224 Haywagon Trail	CGC1520812	Not applicable	Not applicable
Engineering Services, Inc.	Loxahatchee, FL 33470		at this time.	at this time

Signature 

Date: January 9, 2024

Title/Company Kurt Pfeffer, PE, Associate Vice President/Proposed Project Director, Hazen and Sawyer

Owner reserves the right to reject any sub-consultant who has previously failed in the proper performance of an award, or failed to deliver on time contracts in a similar nature, or who is not responsible (financial capability, lack of resources, etc.) to perform under this award. Owner reserves the right to inspect all facilities of any sub-consultant in order to make a determination as to the foregoing.

REFERENCES FOR <u>Hazen and Sawyer</u>		
(NAME OF FIRM)		
1. Reference/Contact Name: City of Boca Raton, FL / Justin Barrington, Deputy Director, Utility Department		
Professional Services Performed: Continuing Professional Consulting Services		
Phone: Office: (561) 338-7382 Mobile: (561) 235-1938	Fax: (561) 338-7345	E-Mail: jbarrington@myboca.us
2. Reference/Contact Name: Town of Jupiter, FL / Rebecca Wilder, Assistant Director Utilities		
Professional Services Performed: Engineering Services for Stormwater and Water Capital Improvements		
Phone: Office: (561) 741-2635 Mobile: (561) 943-0923	Fax: N/A	E-Mail: rebeccaw@jupiter.fl.us
3. Reference/Contact Name: City of Oakland Park, FL / Albert Carbon III, PE, Public Works Director Engineering and Construction Management		
Professional Services Performed: General Civil Engineering, Building Architectural, and Landscape Architectural Services		
Phone: (954) 630-4458	Fax: N/A	E-Mail: albertc@oaklandparkfl.gov



9

Supplemental Information

9 Supplemental Information

Our current Florida Professional License, including evidence of possession of required licenses or business permits are included in this section as requested in the RFQ.

State of Florida Department of State

I certify from the records of this office that HAZEN AND SAWYER, P.C. is a New York corporation authorized to transact business in the State of Florida, qualified on October 18, 1978.


The document number of this corporation is 841657.

I further certify that said corporation has paid all fees due this office through December 31, 2023, that its most recent annual report/uniform business report was filed on January 24, 2023, and that its status is active.

I further certify that said corporation has not filed a Certificate of Withdrawal.

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




Secretary of State

Tracking Number: 7419634520CC

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

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

Licensee

Name:	BULMAN, GERRIT RIJK	License Number:	PG2697
Rank:	Professional Geologist	License Expiration Date:	07/31/2024
Primary Status:	Current	Original License Date:	06/01/2011
Secondary Status:	Active		

Related License Information

License Number	Status	Related Party	Relationship Type	Relation Effective Date	Rank	Expiration Date
Current	HAZEN AND SAWYER, PC DBA HAZEN AND SAWYER	Professional Geologist	05/20/2021	Geology Business Information		

Licensee

Name:	HAZEN AND SAWYER, P.C.	License Number:	2771
Rank:	Registry	License Expiration Date:	
Primary Status:	Current	Original License Date:	11/08/1978

Related License Information

License Number	Status	Related Party	Relationship Type	Relation Effective Date	Rank	Expiration Date
44165	Current Active	TAYLOR, ROBERT B JR	Registry	04/27/2017	Professional Engineer	02/28/2025

Related license Information for firm registry:

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

TAYLOR, ROBERT B JR
 13393 159TH ST N
 JUPITER FL 334780000

LICENSE NUMBER: PE44165
EXPIRATION DATE: FEBRUARY 28, 2025
 Always verify licenses online at MyFloridaLicense.com

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STATE OF FLORIDA
BUSINESS AND PROFESSIONAL REGULATION
OF PROFESSIONAL GEOLOGISTS
 A PROFESSIONAL GEOLOGIST HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 492, FLORIDA STATUTES

BULMAN, GERRIT RIJK
 1424 MADISON ST
 HOLLYWOOD FL 33020


LICENSE NUMBER: PG2697
EXPIRATION DATE: JULY 31, 2024
 Always verify licenses online at MyFloridaLicense.com

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Local Business Tax Receipts

 ANNE M. GANNON CONSTITUTIONAL TAX COLLECTOR <i>Serving Palm Beach County</i> <i>Serving you.</i>		P.O. Box 3353, West Palm Beach, FL 33402-3353 www.pbctax.com Tel: (561) 355-2264		**LOCATED AT** 2101 NW CORPORATE BLVD #301 BOCA RATON, FL 33431-7343	
TYPE OF BUSINESS	OWNER	CERTIFICATION #	RECEIPT #/DATE PAID	AMT PAID	BILL #
ENGINEER BUSINESS	HAZEN AND SAWYER P C	2771	B23.733126 09/19/2023	\$66.00	B40109683


This document is valid only when received by the Tax Collector's Office.




HAZEN AND SAWYER PC
 HAZEN AND SAWYER PC
 2101 NW CORPORATE BLVD STE 301
 BOCA RATON FL 33431-7343

STATE OF FLORIDA
PALM BEACH COUNTY
2023 / 2024 LOCAL BUSINESS TAX RECEIPT
LBTR Number: 199514009
EXPIRES: 09/30/2024

This receipt grants the privilege of engaging in or managing any business profession or occupation within its jurisdiction and MUST be conspicuously displayed at the place of business and in such a manner as to be open to the view of the public.





2023/2024 LOCAL BUSINESS TAX RECEIPT

Business Name: HAZEN AND SAWYER, PC DBA: Business Location: 4000 HOLLYWOOD BLVD Business Category: SERVICE/LICENSED BUSINESS Classification: Engineer/Consulting Tax Basis: OVER 50 WORKERS	Account Registration #: B9020195-2024 Expiration Date: 9/30/2024 Tax Rate: \$700.00
---	--

Certificate of Insurance

As requested, please see the following two pages.



AGENCY CUSTOMER ID: HAZE&SA-01

KGODWIN

LOC #: 0

ADDITIONAL REMARKS SCHEDULE

Page 1 of 1

AGENCY Ames & Gough		NAMED INSURED Hazen and Sawyer 438 Seventh Avenue New York, NY 10018	
POLICY NUMBER SEE PAGE 1			
CARRIER SEE PAGE 1	NAIC CODE SEE P 1	EFFECTIVE DATE: SEE PAGE 1	

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
 FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance

Description of Operations/Locations/Vehicles:
 Automobile Liability and Employers Liability coverage. 30-day Notice of Cancellation will be issued for the General Liability, Automobile Liability, Umbrella Liability, Workers Compensation and Professional Liability policies in accordance with policy terms and conditions.
 Pollution Liability coverage is provided and included within the Professional Liability policy noted above. It shares the limits of the Professional Liability policy.

ACORD 101 (2008/01)

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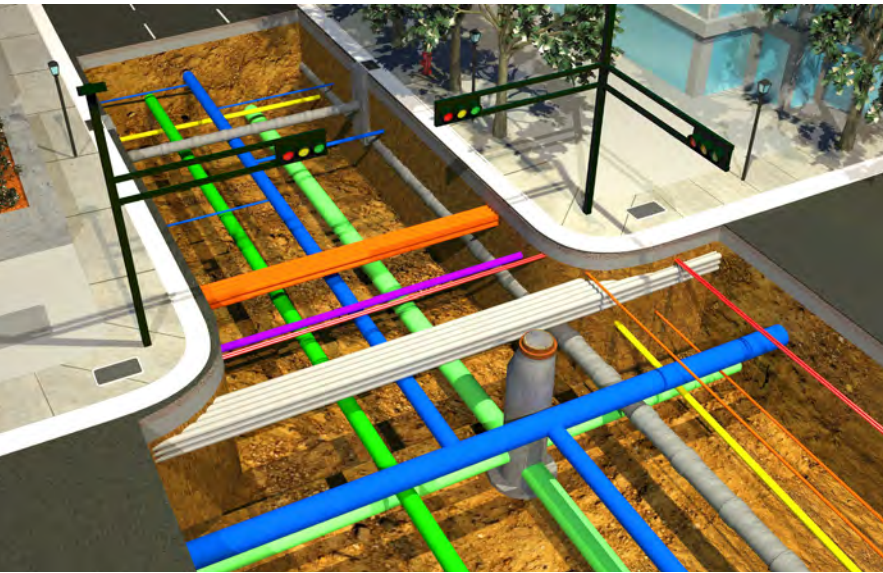
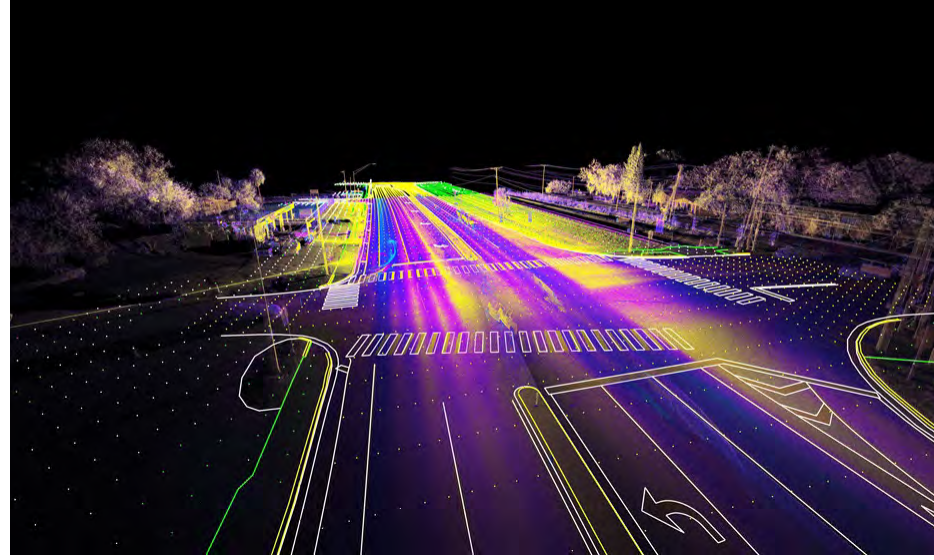
1021-646

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Hazen

Hazen and Sawyer
2101 NW Corporate Boulevard, Suite 301 • Boca Raton, FL 33431



Town of Highland Beach

Continuing Professional Engineering, Architectural, Landscape Architectural, Surveying and Mapping Consulting Services (CCNA)

RFQ No.: 24-001 | January 10, 2024

Colliers Engineering & Design, Inc.
7284 W Palmetto Park Rd, Ste 201-S
Boca Raton, FL 33433
877 627 3772

Proposal Number: 23015807P



Engineering
& Design



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Tab 1

Letter of Interest



Engineering
& Design

January 10, 2024

Town of Highland Beach Clerk's Office
c/o Skender Coma, Management Analyst
3614 South Ocean Blvd.
Highland Beach, FL 33487

Ref: RFQ No.: 24-001: Continuing Professional Engineering, Architectural, Landscape Architectural,
Surveying and Mapping Consulting Services (CCNA)

Dear Selection Committee,

Colliers Engineering & Design, Inc. (CED) appreciates the opportunity to submit our response to provide Continuing Professional Engineering, Architectural, Landscape Architectural, Surveying and Mapping Consulting Services (CCNA) to the Town of Highland Beach (Town). CED has carefully selected a team of professionals that align with your vision of Highland Beach as a residential community striving to provide the highest quality of living standards for present and future residents. We believe the information contained within this proposal will demonstrate our ability to support the Town while maintaining these commitments.

The firm's commitment to excellence, innovative thinking, and meticulous attention to detail are shared across all affiliated entities, creating a consistent standard of quality and client satisfaction. Our municipal/civil engineers, grant specialists, architects, surveyors, consultants, and planners provide viable and creative solutions to local municipal agencies to help meet diverse planning, infrastructure, and capital improvement goals while protecting functionality, natural resources, aesthetics, and quality of life.

Our services encompass all aspects of municipal endeavors including civil engineering, architecture, landscape architecture, electrical engineering, right-of-way and traffic engineering, construction engineering, environmental permitting, preparation of plans and specifications, geotechnical engineering, construction inspection engineering and inspection, engineering plan review, and geographic information systems (GIS).

For this contract, CED is committed to a cohesive and collaborative turnkey approach for project delivery, while maintaining the schedule and budget. Our structure provides the Town with easy access to a qualified engineering firm for various project types, including emergency response. We have an in-house team that is prepared and ready to go at any time to assist the Town. CED has the resources and the ability to carry out the scope of work under this contract. We've also strategically teamed with local subconsultants to enhance our responsiveness and flexibility providing services to the Town.

Mr. Michael O'Krepky, PE is our proposed Contract/Project Manager and primary point of contact for the Town. His experience includes program and project management, peer engineering review, serving as board engineer, civil design, stormwater design and management, permitting, and public engagement as both a private and public professional. As an experienced senior project manager, who has managed countless projects for Florida cities, counties, as well as around the country, Michael excels at project delivery activities from project inception through completion within study, design, bidding, and construction project phases. He will remain involved in the day-to-day operations, as needed, and is directly responsible to the Town for our performance on all project tasks.

Mr. Luis Costa, PE is an authorized signatory with full authority to make representations and to negotiate for the firm. He will also serve as the Principal-In-Charge

Thank you for your consideration and we look forward to working with you as a trusted partner. Should you have any questions, please feel free to contact Michael O'Krepky at michael.okrepky@collierseng.com, 973.222.5219 or myself at luis.costa@collierseng.com, 561.245.5845. As Principal Associate, I personally commit CED's priority effort to meet all the Town's requirements efficiently and effectively on schedule and within budget.

Sincerely,
Colliers Engineering & Design, Inc.



Luis Costa, PE
Principal Associate



Tab 2

Personnel Qualifications



Engineering
& Design

Firm Qualifications

CED is pleased to submit our response for the opportunity to work with the Town. CED is a multi-disciplinary professional services firm with expertise in a wide range of engineering and surveying services. In Florida, we have seven offices with over 160 employees. Our Boca Raton office will oversee and manage this contract from our local office at 7284 W Palmetto Park Rd, Ste. 201-S, Boca Raton, FL 33433. Our additional offices are located in Miami, Ft. Lauderdale, Tampa, Jacksonville, Ft. Myers, and Orlando, to provide as-needed support.

The qualified CED team is experienced at providing all requested services noted on the right. We are unique to the fact of being able to provide almost all of the requested services in-house. The CED team is composed of licensed professional architects, engineers, surveyors, and geologists with extensive experience on a variety of projects.

CED professionals provide a full range of services to assist municipalities, authorities, and state agencies.

- Licensed Civil/Transportation Engineers
- LEED® Accredited Staff
- Professional Land Surveyors
- Professional Traffic Operations Engineers (PTOE)
- Licensed Professional Land Planners
- Environmental Scientists & Engineers
- Licensed Professional Geologists
- Licensed Professional Architects
- Licensed Professional Landscape Architects
- Geographical Information System Professionals (GISP)
- Grant Writers
- Archaeologists
- Certified CEI & CBI Inspectors
- NICET Level III and IV Staff

Professional Qualifications

CED's professional engineers, consultants, and planners provide viable solutions to local public clients and governmental agencies to help meet diverse planning, infrastructure, and capital improvement goals while maintaining function, natural resources, aesthetics, and quality of life. Our services encompass all aspects of public endeavors including local and regional utilities, water resources, parks and recreational spaces, public facilities, roadways, and streetscape design.

Our professional engineers take a responsive approach in helping public clients realize their long- and short- term objectives. Our expertise spans all aspects of municipal engineering, consulting, and public works management from the supervision of capital improvement projects to performing zoning and land use board reviews. For example, beginning with navigating grant and funding options, and following through with planning, design,

The CED team has carefully reviewed the entire request for qualifications and is fully prepared to execute all the tasks outlined in the document, including but not limited to, the 12 anticipated tasks delineated in the Scope of Work Section.

CED's Team has proven experience in these required services:

- Civil Engineering
- Engineering Peer Plan Review
- Water / Wastewater / Stormwater
- Architecture
- Mechanical / Electrical / Plumbing (MEP)
- Landscape Architecture
- Planning
- Geotechnical
- Transportation & Right-of-way
- Traffic Engineering
- Electrical Engineering
- Construction Engineering Inspection (CEI)
- Construction Management
- Geographic Information Systems (GIS)
- Grant Assistance & Management
- Structural Engineering
- SUE Services
- Utility Coordination & Design
- Environmental Permitting and Engineering
- Other Related Services



Given our location and availability, we will meet or exceed the Town's expectations for responsiveness. With the wide selection of service lines that our company offers for the subject contract, we are able to reduce the amount of oversight and contracting efforts by leveraging multiple service lines on a single contract. In addition, Mr. O'Krepky, as a dedicated and proven contract/project manager, will coordinate the multiple service lines on projects to simplify the organizational structure when executing projects. This will save the Town valuable resources and effort.

permitting, and construction observation and administration, we have the appropriate skills and services to bring your projects to a successful close-out. Having experience with both public and private applications has given our professionals a unique insight into both sides of the review process. The advantage afforded by our comprehensive suite of in-house support disciplines streamlines communications, enabling us to deliver the best options and value for your community.

Our Florida experience with similar local municipalities includes Palm Beach County, Pompano Beach, Miami Parks & Recreation Department, Bradenton Beach, Holmes Beach, and Manatee County Schools. We also hold multiple FDOT professional services contracts. CED can provide the Town with a true turn-key team with each of our service lines working together to ensure you receive a high-quality client experience.

Primary Key Team Personnel

Sharing our extensive in-house discipline expertise under one roof is an advantage to our clients because it is applied throughout our strategic company network.

For this contract, we have structured the team to be led primarily by our Project Manager who will be supported by the core management team and our qualified senior discipline leads. This allows for an internal and external streamlined process. CED values our clients and strives to build a positive and trust-based working relationship. We believe the core management team structure best serves this goal.

The Town of Highland Beach will benefit from the team that was carefully selected for this contract. CED has extensive experience providing similar services to communities around the country. CED has teamed with C Solutions, Inc., who has a depth of local experience related to Water, Wastewater and Drainage projects, and with 2GHO Inc., who has a depth of local experience in Palm Beach County providing Planning and Landscape services.

In alignment with CED's approach, Mike will manage the project's overall scope and budget while serving as the single point of contact to the Town staff. He will rely on the key staff leads to manage their individual portions of the scope. Mike and the key project members are available and committed to provide an on-site presence as needed by the specific project requirements.



Michael O'Krepky, PE, CME is the proposed Project Manager and primary point of contact for the Town. He has engineering industry experience spanning over two decades, including civil design, project engineering, and project management for public and private sector clients. He has worked on a variety of project types, including site development, drainage and roadway infrastructure, new facilities, mining, reclamation plans, and environmental remediation. Mr. O'Krepky has coordinated utility installation and conflict, managing private developers involving DOT facilities and municipally and privately owned sewer, water, stormwater, electric, telecommunications and gas utilities.



Luis Costa, PE will serve as the Principal-In-Charge. He has extensive experience in the management and administration of engineering operations as well as a strong background in transportation engineering. His experience includes interstate projects, signature bridge replacement projects, corridor management, interchange projects, railroad projects and indefinite deliverable miscellaneous contracts. He has been the Project Manager for conventional Design-Bid-Build (DBB) projects and the Owner Representative for Design-Build (DB) projects.



Daniel Checchia will serve as a QA/QC Manager. He has over two decades of South Florida experience in transportation engineering, surveying, and construction related fields, with expertise in SUE and utility coordination. His duties include the supervision of the day-to-day operations of Survey, SUE, and Utility Coordination assignments to ensure QA/QC from field to office is maintained on all projects. Mr. Checchia maintains a strong rapport with local utilities and municipalities and assists clients with utility research, identification, data management and coordination.



John Arrieta, PE, PTOE will serve as a QA/QC Manager. He is a Lead Senior Traffic Engineer with over 26 years of experience, in transportation/traffic engineering, planning and traffic signal design. His technical expertise includes traffic operational and safety analyses and development of feasible improvements; signal warrant analysis, signal timing and operational analysis, and signal design; data collection: traffic counts, travel time and delay studies; traffic forecasting; traffic calming; preparation and review of Interchange Access Requests (IOAR, IMR, SIMR, and IJR); preparation and review of site traffic impact studies; and policy and (long-range planning).



Pavel Drachev, PE, is a Geotechnical Engineer with more than 15 years of experience. This included construction observation and materials testing experience. His construction experience includes field observation and testing services related to earthwork; reinforcing steel observation; cast-in-place concrete sampling and testing for foundations, slabs-on-grade, and slabs-on-metal deck; post-installed anchor installation; spread footing foundation construction; and auger-cast-in-place piles. His geotechnical engineering experience includes coordinating and executing geotechnical exploration programs, including field observation and logging of the exploratory work (test borings and test pits); assignment and execution of laboratory test programs.



Ian Dixon, LEED AP, WELL-AP, FITWELL, ENV-SP has over 10 years of experience in the architecture, design, and construction industry. Mr. Dixon brings a passion for sustainability and resilience to every project, and has led the design of various project types. He takes pride in the quality relationships built with those involved in projects he has worked on, and is eager for each new challenge.



Micheline Deigan, AIA, NCARB has experience in Architecture, Interior Design, and Project Management. Ms. Diegan's experience involves various aspects of a project including schematic design, design development, construction documents, and project and client management. Project organization skills include scheduling, project budget tracking, the ability to lead and direct the project team, and coordination with consulting engineers and clients. She is highly organized, self-motivated, and works extremely well under pressure.



Mark Drummond, PE, BCEE (C Solutions) has 27 years of experience in the planning, design, permitting, and construction management of pump stations, wastewater collection systems, water distribution systems, water treatment systems, and wastewater treatment systems. He has also assisted in the development of various water and wastewater masterplans including Broward County's Retail Potable Water and Wastewater Masterplan, Palm Beach County's Wastewater Masterplan, the Glades Wastewater Masterplan and the City of Rivera Beach's Water and Wastewater Masterplan.



Felipe Martinez, PE (C Solutions) is a civil / environmental engineer experienced in , water distribution systems, wastewater collection and transmission systems, water reuse systems, hydraulic modeling, wastewater and water treatment process design permitting and construction management. Mr. Martinez has over 24 years of experience in the program management, planning,

design, and construction of water and wastewater facilities in the United States and overseas.



Jennifer Prettel, PE (C Solutions) is a civil engineer experienced in the design of water distribution systems, wastewater collection and transmission systems, water reuse systems, hydraulic modeling, ArcGIS, asset management, water supply projects, sanitary sewer evaluation surveys, construction contract procurement and management, bidding assistance and permitting.



George Gentile, PLA, FASLA (2GHO) has over 40 years of experience in landscape architecture, land planning and environmental consulting including experience as a planning official for the City of Vero Beach, Florida and Palm Beach County. His planning experience includes development of Palm Beach County's first comprehensive plan, including the development of plans for several municipalities, development of zoning codes, land development regulations and regional planning activities for both public and private clients. He is a court certified expert in his field and has testified in courts in Martin and Palm Beach County as well as testifying in several administrative review processes throughout the State of Florida. Since 1988 he has been responsible for the development and management of a full-service landscape architectural, planning and environmental consulting office in South Florida.



Emily O'Mahoney, PLA, FASLA (2GHO) has over 40 years of experience in landscape architecture and site planning with emphasis on conceptual and detailed design for all scales. Her professional experience has been with private landscape architecture firms in the South Florida Area. Sustainability is not only reflected in Emily's design and professional work but carries over at home with a photovoltaic array reducing the family's carbon footprint. Emily views landscape architecture as design of outside space, creating a strong sense of place and working with nature to create beautiful places and spaces. Every day and with every project, she approaches design and problem solving from an artistic angle in a sustainable manner.

Subconsultants

While CED provides a qualified and dedicated pool of professionals for this pursuit, we have also proposed additional teaming partners to provide full coverage, redundancy and specific local expertise. We have included additional firms to provide support as needed in order to provide the Town a complete team package.



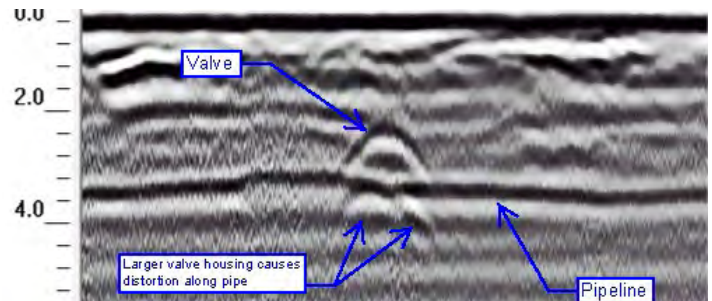
Established in 2005, **C Solutions Inc.** is a minority owned and certified local Small Business Enterprise

specializing in water and wastewater engineering with a local office in Palm Beach County. Our vision is to provide senior professionals with the ability to focus on a client's need. We believe that providing the right solution relies on the quality of the client relationship and are committed to a shared understanding of the challenge, the need and the desired result. Our expertise includes the planning, condition assessment, design, permitting, and construction management of water, wastewater and reclaimed water infrastructure projects for public municipalities in Florida.



2GHO brings over 35 years of experience addressing Landscape Architecture, Land Planning,

Environmental Design and Development Approvals, and Permitting. 2GHO has been recognized as one of South Florida's leading land planning, landscape architecture, and environmental consulting firms. Their uniquely talented team of professionals is committed to the client's goal, balancing budget, and time, while also providing nature-based sustainable solutions based on cutting edge design research and trends.



CED is not your typical engineering, design, and consulting firm because of our in-house multiple service lines that complement our Engineering, Surveying, and Geotechnical Services.

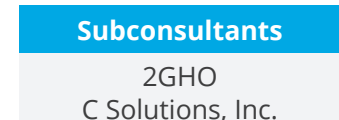
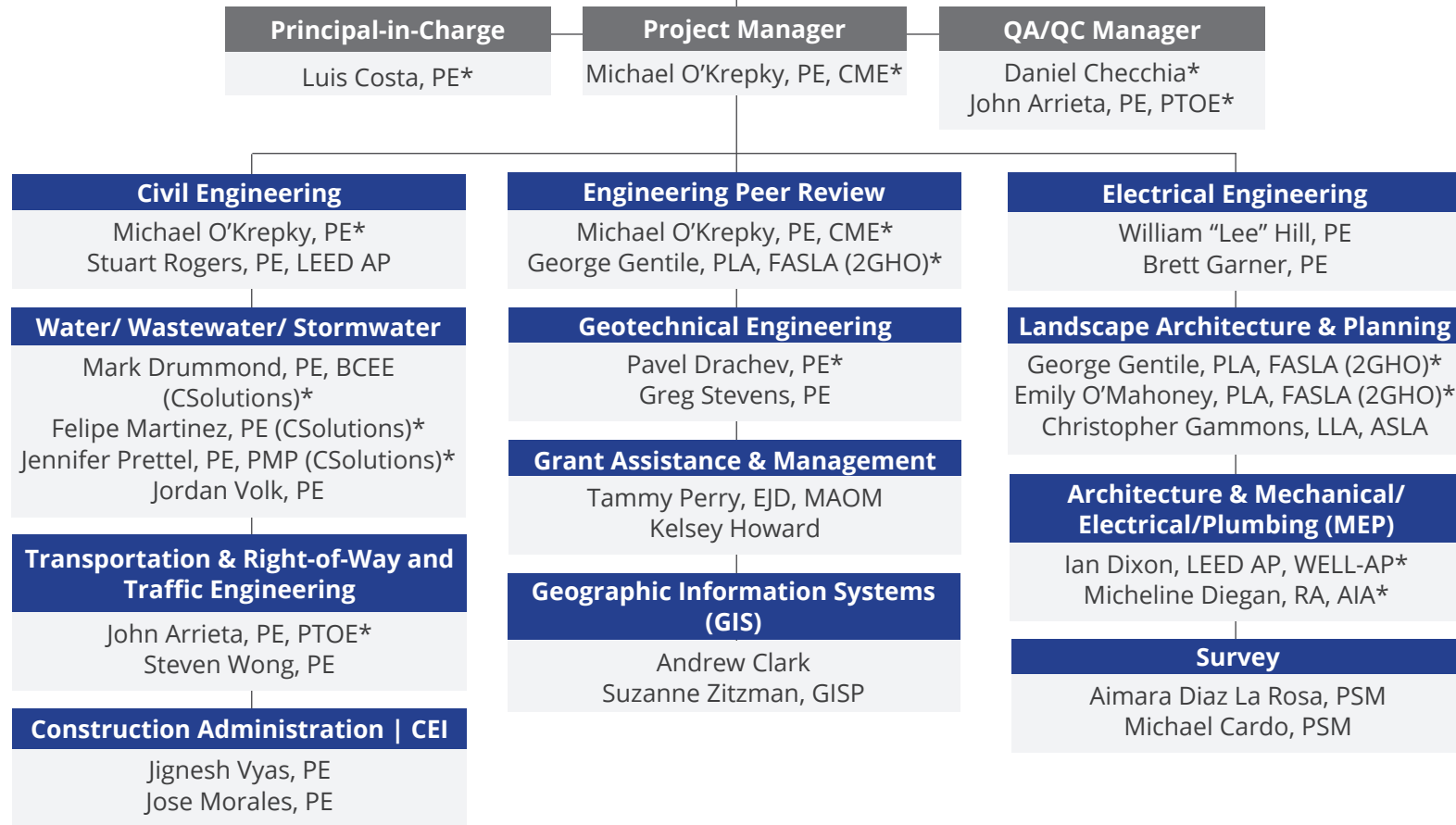
This benefit saves our clients time and money because they have our full suite of services supporting them in multiple ways if needed. This particularly applies to emergency response, site/civil design, CMT, geotechnical or environmental engineering.

For example: Traditionally, SUE firms within Florida use their GPR results solely for QL-B utility designation, as is requested in this RFP.

GPR results can also provide valuable information that geophysicists (typically found in only geotechnical engineering firms) can also analyze for subsurface anomalies that could indicate geotechnical issues.

CED is fairly unique as it not only provides full level SUE capabilities, but also in-house geophysical analyses that can analyze the collected data for indications of buried debris, indications of karst activity, and other problematic soil conditions. *This dual use of the collected information significantly increases the value of the deliverable to the client.* Particularly, we have found this combination to be very effective when analyzing utility issues, such as utility failures or distresses. An example of this success is provided in our SRQ Airport project in Sarasota County.

Organizational Chart



* All Key staff resumes included



Michael O'Krepky, PE, CME

Engineering Lead | Project Management

Education

BS, Civil Engineering, Old Dominion University, Va., 1995

Professional Registrations

Professional Engineer (PE), FL & NJ

Certified Municipal Engineer (CME) New Jersey

Professional Certifications

Mine Safety and Health Administration (MSHA) Part 46 Safety Training Certified

Mr. O'Krepky has engineering industry experience spanning over two decades, including civil design, project engineering, and project management for public and private sector clients. He has worked on a variety of project types, including site development, drainage and roadway infrastructure, new facilities, mining, reclamation plans, and environmental remediation.

As a Municipal Engineering Representative for many municipalities, Mr. O'Krepky has coordinated utility installation and conflict, managing private developers involving DOT facilities and municipally and privately owned sewer, water, stormwater, electric, telecommunications and gas utilities.

Key Projects

Master Drainage Study Update, *City of Bradenton Beach, FL*

CED provided professional services to complete the Master Drainage Study Update as required by the Florida Department of Environmental Protection, (FDEP). As required by the FDEP, the Master Drainage Study for the City is to be updated periodically. To complete this update report, CED conducted an inspection of the entire Municipal Stormwater collection, treatment, and conveyance systems.

Grassy Point Habitat Restoration Boardwalk, *Holmes Beach, FL*

CED completed permit applications and coordination with the Southwest Florida Water Management District (SWFWMD) for authorization of the proposed project under Florida Department of Environmental Protection (FDEP) General Permit 62-330.427 General Permit for Docks, Piers, and Associated Structures. Simultaneously, CED completed engineering design and construction drawings for two new sections of timber framed boardwalk structures. The first section was approximately 85 linear feet of boardwalk to connect to the existing shell trail and the second section was connected to the end of the existing boardwalk.

Englewood Cliffs Planning Board Engineer, *Borough of Englewood Cliffs, NJ*

To accommodate the public regarding Covid-19, the Borough of Englewood Cliffs Planning Board held online meetings starting in 2020. Michael served as Planning Board Engineer completing all reviews and attending remote meetings as required by Englewood Cliffs.

As Englewood Cliffs' appointed Board Engineer, Michael was responsible for reviewing various residential, commercial, and redevelopment projects, as well as assisting in the process of reviewing and updating the community's master plan, a comprehensive, long-range plan intended to guide the growth and development of the Borough. This document contains elements that provide for future development, housing, recreation, open space, transportation, community facilities and land use.

Additional duties involved subdivision and site plan review; reviewing the official map and associated zoning ordinances; conducting studies of areas suitable for redevelopment; reviewing the capital improvements program; and review of other state or federal programs or plans.



Luis Costa, PE

Transportation Engineering Lead | Principal-In-Charge

Education

BS, Civil Engineering, Florida International University

BS, Ocean Engineering, Florida Atlantic University

Professional Registrations

Professional Engineer (PE), FL

Certified General Contractor
No. CGC054399

Mr. Costa has over 35 years of extensive experience in the management and administration of engineering operations as well as a strong background in transportation engineering. His experience includes interstate projects, signature bridge replacement projects, corridor management, interchange projects, railroad projects and indefinite deliverable miscellaneous contracts. He has been the Project Manager for conventional Design-Bid-Build (DBB) projects and the Owner Representative for Design-Build (DB) projects. He has also served as Design Manager while working for prominent South Florida contractors in DB projects.

Key Projects

SR 45/US 41 from Palermo Drive to US-41 Bypass, FDOT D1, Sarasota County, FL

Chief Roadway Engineer for this 1.2-mile urban reconstruction through downtown Venice, Florida. Project included a bascule bridge replacement over the Hatchett Creek, MSE walls, complex traffic control, extensive utility relocation, as well as coordination with the City of Venice for beautification efforts.

Ocean Ave. Bridge in Lantana PD&E Study and Final Design, Palm Beach County, FL

Project Manager and Roadway Engineer of Record for the replacement of a low-level bascule bridge over the Atlantic Intracoastal Waterway. Led the project development from its inception as a Conceptual Study through design and post design support, as well as Construction Engineering and Inspection services. Led the public and agency involvement, permitting and utility coordination.

SR-9/I-95 Broward Interchanges Master Plan, FDOT D4, Broward County, FL

Project Manager for the development of a masterplan for the Year 2040 Traffic Horizon for 18 interchanges in Broward County. Includes the development of Conceptual Design Alternatives addressing major utility, environmental and right of way impacts. Coordination with 10 municipalities along the I-95 corridor, the Broward MPO and numerous stakeholders was a critical aspect of the project.

NW 21st Avenue from Oakland Park Boulevard to Commercial Boulevard, FDOT D4, Broward County, FL

Project Manager. The purpose of the project is to widen NW 21st Avenue from Oakland Park Blvd to Commercial Blvd to accommodate a bicycle lane in each direction of travel. The scope also includes replacement of the bridge over the SFWMD C-13 Canal, pavement milling and resurfacing, restriping, and sidewalk improvements.



Daniel Checchia

Regional Manager | Subsurface Utility Engineering | QA/QC Manager

Mr. Checchia is Regional Manager for Subsurface Utility Engineering Services (SUE) for Colliers Engineering & Design. He has over two decades of South Florida experience in transportation engineering, surveying, and construction related fields, with expertise in SUE and utility coordination. His duties include the supervision of the day-to-day operations of Survey, SUE, and Utility Coordination assignments to ensure QA/QC from field to office is maintained on all projects.

Education

AS, Applied Science, Suffolk County Community College, 2001

Affiliations & Memberships

SUE Association, President Elect

ASCE/Utility Engineering & Surveying Institute (UESI), Member

Florida Utility Coordination Committee (FUCC) member

UESI Chair, Broward County Chapter

D7 Utility Liaison Committee Secretary

Mr. Checchia maintains a strong rapport with local utilities and municipalities and assists clients with utility research, identification, data management and coordination. His high level of expertise and understanding of the Quality Levels defined with the ASCE Guideline 38, enables him to manage a project from pre-design through construction, identifying utility impacts, and mitigating conflicts with cost effective and timely resolutions.

Mr. Checchia has substantial experience working for the Florida Department of Transportation (FDOT). As a technical delegate for FDOT District IV Survey & Mapping Advisory Committee, he helped develop new field procedures and deliverables for statewide projects. He has a comprehensive knowledge of the FDOT Utility Coordination process, and his philosophy is to maintain an open and productive dialogue throughout the initial SUE investigation; utility coordination, and post-design follow up.

Key Projects

Tree Top Park, D4 Biscayne Engineering, Davie, FL

CED was tasked with performing a utility designation investigation along Nob Hill road for 6,500' along SW 45th Street, east along SW 45th Street from the west side of Nob Hill road, and east along Whispering Pines Road. CED utilized multiple geophysical prospecting techniques as well as ground penetrating radar to identify the existence of underground utilities. CED mapped all the utility designation. This effort is for future design enhancements to the entrance of the park and assist in identifying the presence of existing utilities. Wet land delineation will be performed, and the location of utilities will be critical in establishing rights of entry for any future utility work or maintenance.

Districtwide Subsurface Utility Engineering (SUE) and Survey Utility Excavation, FDOT District 4, Palm Beach County, FL

Provided ASCE Standard Quality Level A-D Subsurface Utility Engineering services to designate, locate by excavation, survey and map existing surface and subsurface utilities to support the design of construction plans on a districtwide basis on projects selected by the district office. Services include providing the exact horizontal and vertical locations of existing underground utilities by way of electromagnetic, sonic, and other geophysical location techniques including air/vacuum or other non-destructive excavation procedures.

SR 5 from South of Yamato Road to South of C-15 Canal, FDOT D4, Palm Beach County, FL

Provided Utility Coordination services to facilitate discussion between utility owners / authorities and FDOT to successfully resolve potential utility conflicts with the proposed design plans. Mr. Checchia also provided designating (ASCE Quality Level B) subsurface utility engineering services to map the horizontal position of underground utilities within the project limits of this three-r project.



John Arrieta, PE, PTOE

Senior Traffic Engineer | Traffic Lead | QA/QC Manager

Education

ME, Transportation Engineering, University of Maryland, 2000

BS, Civil Engineering, University of Maryland, 1996

Professional Registrations

Professional Engineer (PE), FL

Professional Traffic Operations Engineer (PTOE), FL

Professional Certifications

FDOT Advanced Temporary Traffic Control Certification #36930

IMSAs Traffic Signal Technician – Level I Certification

Mr. Arrieta is a Lead Senior Traffic Engineer with over 26 years of experience, in transportation/traffic engineering, planning and traffic signal design. His technical expertise includes traffic operational and safety analyses and development of feasible improvements; signal warrant analysis, signal timing and operational analysis, and signal design; data collection: traffic counts, travel time and delay studies; traffic forecasting; traffic calming; preparation and review of Interchange Access Requests (IOAR, IMR, SIMR, and IJR); preparation and review of site traffic impact studies; and policy and (long-range planning. His work experience includes the use of various transportation software and models, such as Highway Capacity Software, Synchro, SimTraffic, VISSIM, TSIS-CORSIM, ArcGIS, FSUTMS/Cube, and various excel workbooks to calculate volume statistics and projections, operational and safety impacts, and cost/benefit

Key Projects

Districtwide Traffic Operations Safety Studies, FDOT D6, Miami-Dade County, FL

Assistant Project Manager & Task Coordinator / Project Traffic Engineer - tasks under this project have included the development of traffic engineering reports/studies such as intersection qualitative assessments, signal warrant analyses, left-turn phase warrant analyses, access management analyses, composite studies (i.e. counts, crash analysis, travel time and delay studies, queue analyses, vehicle gap measurement, conflict analyses, Level of Service analyses, pedestrian group size, spot speed studies, other traffic engineering related studies and public involvement). In charge of coordinating data collection efforts, processing and analyzing field data.

Districtwide Traffic Operations Safety Studies FDOT D4, Districtwide, FL

Deputy Project Manager / Project Traffic Engineer - tasks under this project have included the development of traffic engineering reports/studies such as intersection qualitative assessments, signal warrant analyses, left-turn phase warrant analyses, access management analyses, composite studies (i.e. counts, crash analysis, travel time and delay studies, queue analyses, vehicle gap measurement, conflict analyses, Level of Service analyses, pedestrian group size, spot speed studies, other traffic engineering related studies and public involvement). In charge of coordinating data collection efforts, processing and analyzing field data. This contract included over 140 Task Work Orders.

Continuing Engineering Services, City of Parkland, Broward County, FL

Project Transportation Engineer for this continuing professional engineering services contract. Assignments include preliminary operational/level of service analysis and traffic signal warrant evaluation to develop control configuration concepts for University Drive and Old Club Road intersection. Different alternatives were presented at the Strategic Planning Session, and the proposed concept was approved for implementation analysis. Other work includes traffic impact study review and participation on the Development review Committee for the Parkland Royale Master Plan development application, element analysis on multiple Category 2 structures; Scour surveys, slope protection and expansion joint repairs to multiple bridges; replacement of miscellaneous structures, such as slip post signs throughout the District; deck condition evaluations, and the design of cathodic protection systems for the substructure 520, SR 404, and SR 500 over ICWW.



Pavel Drachev, PE

Project Engineer | Geotechnical Services

Education

MS Civil Engineering Coursework,
Villanova University, Ongoing

BS Civil Engineering Coursework,
Drexel University, 2018

Engineering Science Coursework,
Community College of
Philadelphia, 2016

United Union of Roofers,
Waterproofers, and Allied Workers
Vocational School, 2012

MS Mechanical Engineering, South
Ural State University, 2008

Professional Registrations and Certifications

Professional Engineer (PE), Florida

Local 30 United Union of Roofers,
Waterproofers, and Allied
Workers, June 2012

OSHA 40 Hr HAZWOPER Training

OSHA 30 Hr Construction Safety
Course

OSHA 10 Hr Construction Safety
Course

ICC Reinforced Concrete Special
Inspector Associate

ACI Adhesive Anchor Installation
Inspector

ACI Concrete Field-Testing
Technician, Grade 1

Troxler Nuclear Density Gauge
Operation Safety

Mr. Drachev is a Project Engineer with over 15 years of geotechnical engineering, construction observation, and materials testing experience. His construction experience includes field observation and testing services related to earthwork (e.g. subgrade stability; fill placement and compaction testing); cast-in-place concrete sampling and testing for foundations, slabs-on-grade, and slabs-on-metal deck; post-installed anchor installation; spread footing construction; and auger-cast-in-place piles. His geotechnical engineering experience includes coordinating and executing geotechnical exploration programs, including field observation and logging of the exploratory work (test borings and test pits); assignment and execution of laboratory test programs; assistance with geotechnical evaluations (e.g. bearing capacity and settlement determinations); and technical report preparation.

Key Projects

RSW International Airport Expansion, Fort Myers, Lee County, FL

Project facilitator and project engineer managing all field staff for the Quality Assurance testing (construction materials testing) for the terminal expansion of RSW. Also charged with preparing all deliverables including daily field reports, laboratory testing, and notifications to clients. Services provided include:

- Field testing of sitework and other improvements to verify general compliance with plans and specifications
- Auger Cast Pile Observation
- Static Load Test Observation
- CMT laboratory testing on soil and concrete samples

SRQ International Airport, Sarasota-Bradenton, Lee County, FL

Project Facilitator and project engineer managing all field staff for a number of tasks including geotechnical exploration/evaluation QA testing and Construction Materials Testing - CMT). Served on multiple projects for varying purposes and roles as a team member with EG Solutions. Projects include:

- Pavement and geotechnical exploration with sitework recommendations for commercial apron expansion of the airport.
- CMT laboratory testing on soil samples to be used for commercial apron expansion.
- QA (Quality Assurance) Construction Materials Testing on the commercial apron expansion including density tests, concrete testing, cement-treated base backfill, and field observations

SFRTA Railway Maintenance Station, Palm Beach County, FL

Project Engineer responsible for managing field operations, managing field personnel, and organizing explorations and safety programs with the transit authority. Improvements include sound walls, rail tracks, light structures, buildings, and ponds. Mr. Drachev provided a wide range of geotechnical recommendations for the proposed improvements, as well as remediation recommendations for the issues encountered, based on the results of the exploration.



Ian Dixon, LEED AP, WELL-AP, FITWELL, AMB, ENV-SP Senior Architect

Education

BArch, Environmental Science & Policy Minor, University of Miami

Professional Registrations

Registered Architect, Florida

Professional Certifications

NCARB Reg No. 89261

LEED Accredited Professional
No. 10828198

WELL Accredited Professional
No. 40490

FITWEL Ambassador

ENVISION Sustainability
Professional No. 29600

With over 10 years of experience in the architecture, design, and construction industry, Mr. Dixon brings a passion for sustainability and resilience to every project, and has led the design of many different project types with various delivery systems and a wide range of scales. Mr. Dixon is devoted to client-centric project delivery. Mr. Dixon works tirelessly to establish and maintain open lines of communication with the entire team, from Owners and Stakeholders to Design and Construction teams. He takes pride in the quality relationships built with those involved in projects he has worked on, and is eager for each new challenge.

Key Projects

Pompano Beach Senior Activity Center, *City of Pompano Beach, FL*
Architect of Record/ Job Captain - Provided design and construction drawings for a new Recreation Facility for the Senior community of Pompano Beach, and guiding the project to a minimum LEED Silver Certification. Scope of services included providing permit ready documents for the facility, coordination of sustainable design features among all trades, and construction administration services until the completion of the project. Construction Completed December of 2022. Budget: \$4,000,000

Doral Cultural Arts Center, *City of Doral, FL*
Architect of Record - Supervised the design team with the development of construction documents for a one-story art exhibition space and event hall. Assisted with design, construction documents, development of sustainable design features, code compliance, and value engineering. The City of Doral requires the building attain a minimum silver rating by the Florida Green Building Coalition. Completed in December of 2022. Budget: \$8,000,000

Historic Charles Deering Estate Renovation and Courtyard Improvements | Miami-Dade County Department of Parks, Recreation, and Open-Spaces (PRO-S), *Miami-Dade County, FL*
Architect of Record/ Job Captain - Provided design and construction drawings for the renovation of a water damaged substructure and courtyard improvements at Historic Charles Deering Estates. Completed in October of 2021. Budget: \$6,000,000

City of Miami Springs | Miami Springs Senior Center, *Miami, FL*
Provided design and construction drawings for a new Recreation Facility for the Senior community of Miami Springs. B&A scope of services included providing permit ready documents for the new facility, and construction administration services until completion. Completed in March of 2021. Budget: \$12,000,000

Royal Caribbean Cruises Terminal A at Port Miami | Port, *Miami, FL*
In charge of the LEED Silver Certification of a 200,000 Square Foot New Construction Cruise Terminal to support 8,000 passengers at Port Miami. Construction Completed in June of 2019, LEED Silver Certification obtained in March of 2020. Budget: \$220,000,000



Micheline Deigan, AIA, NCARB

Senior Architect

Education

BArch, University of Louisiana

Professional Registrations

Registered Architect, Florida

Professional Certifications

American Institute of Architects

National Council of Architectural Registration Board (NCARB) Record No. 95374 Certification No. 63652

Women in Architecture

ACE Mentor Program

Awards

AIA President's Award 2004

AIA President's Award 2008

AIA President's Award 2010

AIA Jacksonville Nomination to National AIA for Young Architect of the Year Award 2008

Ms. Diegan has experience in Architecture, Interior Design & Project Management as well as experience in Business Development & Marketing. Ms. Diegan's experience involves various aspects of a project including schematic design, design development, construction documents, and project and client management. Project organization skills include scheduling, project budget tracking, the ability to lead and direct the project team, and coordination with consulting engineers and clients. She is highly organized, self-motivated, and works extremely well under pressure. She has solid experience in marketing & business development, is client-oriented and has proven ability to contribute to highly rated client satisfaction.

Ms. Diegan served in the IDP Program for the local AIA Jacksonville Chapter from 2000-2016 as the IDP State Liaison, organizing seminars and workshops with the objective to mentor and encourage intern architects through their process of preparation to become registered. She is now serving the local AIA Chapter Board in the role of Chapter Director which became effective January 2019.

Key Projects

Florida Department of Environmental Protection | Alfred Maclay Gardens Workshop and Pole Barn Development, Tallahassee, FL

Senior Project manager

- A&E Services included Building, Sand survey, Civil and Geotech services.
- Maintenance Building: gross area 2,368 sq. ft. 3-bay with mezzanine level, construction type 3B – CMU walls with standing seam metal roof.
- Pole Barn: Gross area 1.875 sq. ft., construction type 2B – pre-engineered steel frame with RS-1 roof.

Sulzbacher Center for Women & Children, Jacksonville, FL

Senior Project Manager - Project consists of a three-story building. The first floor includes support facilities comprising a medical, dental and optical services center, daycare, an educational center for women, after-school children's program, counseling services, residents dining hall and commercial kitchen. The second and third floor consist of 70 residential units and 54 transitional housing, including units for respite and veterans requiring medical attention. Project Budget Estimate: \$24M. 2016-2017

Duval County Public Schools | Architectural Facilities Assessments, Duval County, FL

Assessment Conductor

- Assess site, building envelope, interior building's architectural, structural and life safety of DCPS School Facilities and provide reports, photos and recommendations for existing conditions, with the purpose of Duval County Public Schools to establish renovation budget for funding by Florida State. 2018

TD Bank | Architect on Record & Rollout/Prototype Programming, Florida (East Coast)

Project Architect

- Led the effort of its design modifications, coordination with all disciplines and construction document preparation for Permit & Bid Issues.

Mark S. Drummond, P.E., BCEE*President***Education**

B.S. – Civil Engineering, Florida
International University, 1996
(Minor in International Relations)

Registration

Professional Engineer: Florida
(License No: 57428)

Professional Engineer: Jamaica
(Registration No: PE/01/0583)

Certified NASSCO PACP, MACP, LACP

Certified SAVE VMA

Professional History

C Solutions, Inc. (2005 to Date)

Camp Dresser & McKee Inc.
(2009 to 2019)

Mr. Drummond has 27 years of experience in the planning, design, permitting, and construction management of pump stations, wastewater collection systems, water distribution systems, water treatment systems, and wastewater treatment systems. He has also assisted in the development of various water and wastewater masterplans including Broward County's Retail Potable Water and Wastewater Masterplan, Palm Beach County's Wastewater Masterplan, the Glades Wastewater Masterplan and the City of Riviera Beach's Water and Wastewater Masterplan.

Design Engineer, NRWTP 190 MGD MEPS Conceptual Study, Broward County, Florida.

Provided hydraulic analysis for conceptual design configurations for a new 190 MGD Multiuse Effluent Pump Station (MEPS). The goal of this MEPS is to combine flows from the NRWTP Effluent Outfall Pump Station (PS), the Secondary Effluent PS and the Injection Well Pumping System into a single pump station with the ability to transfer flows to multiple locations.

Engineer of Record, New Submersible Wastewater Pump Station D2-D-3, Miami Dade Water and Sewer Department, Florida.

Engineer of Record for the design of a new duplex submersible pump station, associated structures, and piping to transmit wastewater from a new sanitary sewer collection system for unsewered areas along NW 7th Avenue corridor.

Design Engineer, Water Treatment Plant No. 3 and 9 Expansion Study, Palm Beach County, Florida. Mr. Drummond evaluated alternatives for expanding the nanofiltration facilities at WTP 3 and WTP 9 and provided hydraulic analysis for various expansion options for the High Service Pumps, Transfer Pumps and Membrane Feed Pumps for both facilities to evaluate various expansion alternatives.

Engineer of Record, 12 MGD Aguadulce Surface Water Treatment Plant, IDAAN, Aguadulce, Panama. This project included the design of a new 12mgd Surface WTP including surface water intake from the Santa Maria River, raw water transfer pump station, flocculation and coagulation basins, dual media self-backwashing filters, solids handling, and backwash recycle water basins, finished water storage and 24mgd high service pump station to distribute water to remote storage tanks to serve 50 cities/towns through 200km of transmission pipeline.

Design Engineer, Design of Sanitary Sewer Collection Systems, City of Fort Lauderdale, Florida. As part of the City of Fort Lauderdale's \$250 million wastewater CIP, Mr. Drummond was the design engineer for the design of sanitary sewer collection systems totaling \$32 million in construction cost. This included hydraulic gravity sewer modeling, value engineering, constructability reviews, construction inspections, the preparation and/or review of preliminary design reports, and the layout and sizing of gravity sewers and pump stations.

Engineer of Record. Rehabilitation and Replacement of Master Lift Station No. 50, City of Riviera Beach, FL. Engineer of Record for the design, permitting and construction management for the conversion of an existing 16 MGD wet-pit / dry-pit master pump station to an above ground inline booster station. The design recommended a small reconfiguration of the transmission system, finding that LS1A could pump directly to ECRWRF, and replaced LS50 with an above ground 5.8 MGD inline booster station with two smaller and two larger pumps horizontal centrifugal pumps with VFDs. This provided a large capital cost savings for the rehabilitation of LS50 while improving system reliability and greatly reducing operations and maintenance cost.

Design Engineer, 30 MGD WTP No. 8 Process Rehabilitation and Improvements, Palm Beach County, Florida. Mr. Drummond was the Engineer of Record for the design of improvements for various processes at the 30 MGD WTP No. 08. Mr. Drummond designed various improvements including Lime Softener Blowdown Pump Station, Sludge Pond Pump Station, THM removal system in GSTs, lime softening flume and chemical mixing, and various yard piping improvements.

Project Manager, Packed Tower Aerator Design Evaluation, City of Riviera Beach, Florida. Mr. Drummond provided the base design criteria required to renovate and provide media replacement of the four packed tower aerators for the 17.5mgd Water Treatment Plant.

Felipe Martinez, P.E.*Director of Engineering***Education**

M.S. – Civil/Environmental
Engineering, Louisiana State
University, 2001

B.S. – Civil Engineering, Universidad
del Valle (Cali, Colombia), 1996

Registration

Professional Engineer: Florida
(License No:68402)

Professional History

C Solutions, Inc. (2020 to Date)

Hazen and Sawyer
(2001 to 2020)

Empresas Municipales de Cali
(1996-1998)

Felipe Martinez is a civil / environmental engineer experienced in , water distribution systems, wastewater collection and transmission systems, water reuse systems, hydraulic modeling, wastewater and water treatment process design permitting and construction management. Mr. Martinez has over 24 years of experience in the program management, planning, design, and construction of water and wastewater facilities in the United States and overseas.

Project Manager, Sewer Implementation and Consent Order Program, Fort Lauderdale, Florida. As part of the \$144 million Sewer Design and Implementation Program for the City of Fort Lauderdale, Mr. Martinez worked as the Project Manager for the NE 25TH Ave. 24-Inch Force Main Replacement project which consists of the replacement of approximately 5,500 linear feet of the existing 24-inch Reinforced Concrete Pipe (RCP) along NE 25th Avenue. He also served as a Project Manager for NE 38TH ST. 42-Inch Force Main which will replace approximately 8,000 feet of 42-inch Ductile Iron Pipe (DIP) force main along NE 38th Street and the construction of 3,000 feet of new 24-inch force main along NE 19th Ave. Additionally, Mr. Martinez was the project manager for the GT Lohmeyer WWTP Effluent Pipe project which contains the replacement or rehabilitation of the 54-inch force main that extends from the G.T. Lohmeyer Wastewater Treatment Plant (WWTP) to the deep injection wells (DIWs). Mr. Martinez responsibilities included defining scope of service, deciding the project delivery method, ratifying the project schedule and cost, and reviewing preliminary design alternatives.

Design Engineer, South Central Regional Wastewater Treatment and Disposal Board, Delray Beach, Florida. Mr. Martinez participated in the planning, design, permitting, cost estimating, construction, and start-up phases of several projects. Mr. Martinez served as Project Manager for the design and construction phase of the 24mgd Reclaimed Water System Expansion which included deep-bed filters, chlorine contact basins, pre-stressed concrete storage tanks, transfer and distribution pumps, and a sodium hypochlorite on-site generation system. As design engineer, Mr. Martinez worked in the upgrade of the dewatering centrifuges, aerated sludge storage tanks; and diverse improvements projects involving pretreatment and aeration systems, secondary clarifiers, sludge pumping and odor control facilities.

Design Engineer, Miami Dade County NDWWTP High Level Disinfection Facilities. Mr. Martinez served as a process mechanical and civil design engineer for the Miami Dade County Water and Sewer Department NDWWTP 75 mgd High Level Disinfection Facilities including all proposed underground yard piping, potable water grid, sanitary sewer collection system, sodium hypochlorite storage and feed facility, chlorine contact basins, master lift station, five injection well heads and two monitoring well sampling stations.

Project Manager, Primary Headworks and Primary Clarifiers Odor Control System Rehabilitation, Boca Raton, Florida. Mr. Martinez served as a project manager in the design, permitting and construction administration of the City of Boca Raton primary headworks and primary clarifiers odor control system including collection and treatment of 50,000 cfm by a single phase wet chemical scrubber.

Design Engineer, Loxahatchee River District, Town of Jupiter, Florida. Mr. Martinez served as project engineer for the design of return and waste activated sludge systems, a solids storage and transfer system, solids de-watering, disinfection system, and reclaimed water facilities for the 2.0-mgd expansion to the existing 9.0-mgd Water Reclamation Facility.

35mgd Master Repump Station 5929 Rehabilitation, Palm Beach County Water Utilities Department, Florida. Design Engineer for the rehabilitation of the 34.6mgd inline booster master pump station 5229. The project comprised the replacement of two vertical non-clog pumps each rated for 24,000 gallons per minute (GPM) at 132' feet Total Dynamic Head (TDH); each pump includes a 1,000 HP VFD driven motor. The rehabilitation project also included mechanical piping, valves, emergency power generator, and electrical and instrumentation equipment.

Project Manager, New Submersible Wastewater Pump Station D2-C-1, Miami Dade Water and Sewer Department, Florida. Design of a new duplex submersible pump station for unsewered areas along NW 22nd Ave and NW 95th St and adjoining avenues.

Jennifer Prettel, P.E., PMP*Senior Project Manager***Education**B.S. – Civil Engineering, Florida
Atlantic University, 2010**Registration**Professional Engineer: Florida
(License No: 80377)Project Manager Professional:
(Credential No: 1873507)

Certified NASSCO PACP, MACP, LACP

Professional History

C Solutions, Inc. (2019 to Date)

Palm Beach County Water Utilities
Department (2009 to 2019)

Jennifer Prettel is a civil engineer experienced in the design of water distribution systems, wastewater collection and transmission systems, water reuse systems, hydraulic modeling, ArcGIS, asset management, water supply projects, sanitary sewer evaluation surveys, construction contract procurement and management, bidding assistance and permitting.

Hydraulic Modeler, NDWWTP– Potable Water Capacity Study, Miami Dade Water and Sewer Department, Florida. This project included the development of a new computerized network hydraulic model for the potable water system within the NDWWTP to evaluate the capability of the existing potable water system to meet the potable water and fire flow demands of both the existing and future HLD Facilities. The model will analyze shortfalls, evaluate solutions, and determine necessary system improvements required.

Project Manager, CD03 Water Distribution System Improvements, Palm Beach County Water Utilities Department, Florida. This project included the design, permitting and bidding for the abandonment and replacement of approximately 72,000 linear feet of water mains and the relocation and replacement of approximately 1,000 water service meters throughout the Palm Beach County Water Utilities Department service area.

Hydraulic Modeler, Potable Water Hydraulic Model, Palm Beach County Water Utilities Department, Florida. This project included creating the potable water hydraulic model for Palm Beach County Water Utilities Department. The model consisted of approximately 70,000 pipes, and 30,500 junctions. It included all water treatment plants with storage tanks and high services pump, demand allocations, calibration, diurnal curves, fire flow and water age analysis.

Hydraulic Modeler, NDWWTP– Flushing Water Capacity Study, Miami Dade Water and Sewer Department, Florida. This project utilized a created hydraulic model to evaluate the existing demands of the Onsite Process Water System at the NDWWTP and determine whether a piping connection to the proposed High-Level Disinfection (HLD) System injection well piping water supply loop would be capable of supplying 5.3mgd to the Onsite Process Water System and if so, providing a preliminary design layout.

Hydraulic Modeler, Wastewater Hydraulic Model, Palm Beach County Water Utilities Department, Florida. This project included creating the wastewater hydraulic model for Palm Beach County Water Utilities Department. The model includes elements representing the network of master pump stations, lift stations and pressurized force mains. The model elements include 2000 pipes, 1,700 junctions, 25 pumps, 655 lift stations without pumps, and two reservoirs.

Hydraulic Modeler, South County Reclaimed System Hydraulic Analysis, Palm Beach County Water Utilities Department, Florida. This project included creating the reclaimed hydraulic model for Palm Beach County Water Utilities Department to serve a portion of the demand for nine golf courses in the South County area with 10 MGD of reclaimed water from Broward County Utilities.

Hydraulic Modeler, Integrated Utility Master Plan, Palm Beach County Water Utilities, Florida. This project included the update of the water and wastewater hydraulic models for PBCWUD's Western Water and Wastewater Systems. The updated water model was utilized to evaluate the existing system water distribution system to identify deficiencies, evaluate fire flow capabilities, and determine the adequacy of existing pump station and overall storage. The Wastewater model updated the existing network and inflows and created new extended period simulations.

Hydraulic Modeler, Raw Water Well Field Model, Palm Beach County Water Utilities, Florida. This project included the creation of hydraulic models for the well field of all water treatment facilities owned and operated by Palm Beach County Water Utilities Department.

Design Engineer, Western Force Main By-Pass and Water Main Improvements, Palm Beach County Water Utilities Department, Florida. This project included the design and permitting of 12,700 LF of 30-inch force main, 2,200 LF of 16-inch water main including an aerial crossing, 1,600 LF of 12-inch water main, and 230 LF of 48" jack and bore steel casing with 30-inch force main.



GEORGE G. GENTILE, PLA, FASLA

SR. PRINCIPAL

Education

University of Florida, Bachelor of Landscape Architecture, 1977

Palm Beach Junior College (Palm Beach State College),
Associates in Arts – Architecture 1973

Honors

Fellow, American Society of Landscape Architects
National Trustee/Past President of the Florida
Chapter of the ASLA

Faculty Award, Department of Landscape
Architecture, University of Florida

Past President of the Palm Beach/Treasure
Coast Section of the American Society of
Landscape Architects

Landscape Architect of the Year – AIA 2006

Registrations

Professional Landscape Architect: Florida #LA0000530
CLARB Certification: #1138

Affiliations

American Society of Landscape Architects

American Planning Association

Palm Beach County Planning Congress

PGA Corridor Association

Palm Beach North Chamber

Economic Council of Palm Beach County

Florida Green Building Coalition (FGBC)

International Society of Arboriculture

Marine Industries Association of Palm Beach County

Professional Experience

Mr. Gentile has over 40 years of experience in landscape architecture, land planning and environmental consulting including experience as a planning official for the City of Vero Beach, Florida and Palm Beach County. His planning experience includes development of Palm Beach County's first comprehensive plan, including the development of plans for several municipalities, development of zoning codes, land development regulations and regional planning activities for both public and private clients. He is a court certified expert in his field and has testified in courts in Martin and Palm Beach County as well as testifying in several administrative review processes throughout the State of Florida. Since 1988 he has been responsible for the development and management of a full-service landscape architectural, planning and environmental consulting office in South Florida. His experience includes:

Parks and Environmental Projects

Boynton Beach Master Park Plan 2023 **Re**

Busch Wildlife Center Relocation – *Principal-in-Charge, Principal Planner*

Location: Jupiter Farms, Florida

Client: Non-Profit Busch Wildlife

Scope: Landscape Architecture and Planning

2GHO provided initial concepts for a new site for the successful wildlife rehabilitation hospital and visitors center. 2GHO assisted all through site plan approvals, site design, landscape design and construction resulting in a successful relocation.

Dyer Landfill End Use Plan & Park Design – *Landscape Architect*

Location: West Palm Beach, Florida

Client: Solid Waste Authority of Palm Beach County

Scope: Site Planning & Landscape Architecture

Receiving national recognition, this was cutting edge to move entire eco-systems to surround the old landfill as well as creating a major active sports complex on the land surrounding the old Dyer Land Fill.

Minor League Training Facility-Montreal Expos – *Planner/Landscape Architect*

Location: Santaluces Community High School, Palm Beach County, Florida

Client: Montreal Expos, Palm Beach County, Palm Beach County School Board.

Scope: Master site planning, construction documentation, Public Presentations, Landscape Architecture and assistance with construction contract administration.



EMILY M. O'MAHONEY, PLA,

FASLA

PRINCIPAL

Education

University of Florida,
Bachelor of Landscape Architecture 1980

Honors & Recognitions

Elected as National ASLA President 2022-2023
University of Florida Distinguished Alumni Award (2022)
Fellow, American Society of Landscape Architects (2017)
ASLA National Service Award (2016)
University of Florida Alumni Service Award (2011)
FNGLA Award of Excellence Meditation Garden (2008)
FL/ASLA Award of Merit Meditation Garden (2008)
FL/ASLA Award of Merit Pahokee Eco-Island Study (2008)
FL/ASLA Award of Honor Limestone Creek Elementary Children's Planting Program (2002)
FL/ASLA Award of Excellence in Residential (1998)
FL/ASLA Service Awards (1995, 1996, 1997, 1998)
Faculty Award, Department of Landscape Architecture University of Florida (1980)
ASLA Certificate of Merit in the Study of Landscape Architecture (1980)
ASLA President's Recognition for Outstanding Contribution (1980)
Howard Sebolt Award (1980)
Elected to the Gargoyle National Architectural Honor Society (1980)

Registrations

Professional Landscape Architect: Florida #684,
LEED® AP BD+C

Affiliations

American Society of Landscape Architects
Council of Landscape Architecture Registration Boards
Palm Beach County Planning Congress
Palm Beach North Chamber of Commerce
U.S. Green Building Council (USGBC)

Professional Experience

Ms. O'Mahoney has over 40 years of experience in landscape architecture and site planning with emphasis on conceptual and detailed design for all scales. Since 1993 she started her own company and then joined with George G. Gentile & Associates, Inc. in 1998 as a partner to combine professional skills and abilities in one company. Prior professional experience has been with private landscape architecture firms in the South Florida Area. Sustainability is not only reflected in Emily's design and professional work but carries over at home with a photovoltaic array reducing the family's carbon footprint.

Emily views landscape architecture as design of outside space, creating a strong sense of place and working with nature to create beautiful places and spaces. Every day and with every project, she approaches design and problem solving from an artistic angle in a sustainable manner.

Parks and Environmental Studies

Green Cay Phase 2 – Principal-in-Charge, Project Manager

Location: Western Palm Beach County, Florida
Client: Palm Beach County Water Utilities
Scope: Landscape Architecture and Planning
2GHO provided site layout plans, landscape and irrigation plans along with administrative site modifications to the South Regions Water Reclamation Site and for Green Cay Park. A new water purification facility with an education center has been design for the facility site and a park to receive 2 million gallons of purified water per day to feed the aquifer. 2GHO designed the trail system, lake edge treatments, playground and picnic area along with other amenities using a restorative landscape system of planting. 2GHO worked closely with the Civil Engineer to achieve the grading necessary to meet the water storage requirements and enhance the lake edge.

Ezell Hester Park – Principal-in-Charge, Project Manager

Location: Boynton Beach, Florida
Client: City of Boynton Beach
Scope: Landscape Architecture and Planning
While the renovation of this recreation park started small, it turned into a major overall including artificial turf for the ball fields, parking expansion, relocation of playground, tennis court etc. 2GHO has lead of team of design professionals in providing services needed to execute this work. Phase one completion in late 2023.

Professional Licenses (Firm)



LICENSEE DETAILS

9:51:22 AM 11/1/2023

Licensee Information

Name:	COLLIERS ENGINEERING & DESIGN, INC. (Primary Name)
Main Address:	331 NEWMAN SPRINGS ROAD SUITE 203 RED BANK New Jersey 07701
County:	OUT OF STATE

License Information

License Type:	Engineering Business Registry
Rank:	Registry
License Number:	30301
Status:	Current
Licensure Date:	05/09/2013
Expires:	



License Type	License#	Issued	Expires	Status
COLLIERS ENGINEERING & DESIGN, INC. 331 NEWMAN SPRINGS RD STE 203, RED BANK, NJ 07701-5691 Phone 877-627-3772				
Surveyor Business	LB7388	03/15/05	02/28/25	Active
Surveyor of Record	LS6941	06/02/13	02/28/25	Active
COLLIERS ENGINEERING AND DESIGN 331 NEWMAN SPRINGS RD STE 203, RED BANK, NJ 07701-5691 Phone 732-383-1950				
Continuing Education Provider	CE101	11/05/19	05/30/23	Active



Licensee Information

Name:	O'ROURKE, SEAN (Primary Name) BERGMANN ASSOCIATES, ARCHITECTS, ENGINEERS, LANDSCAPE ARCHITECTS (DBA Name)
Main Address:	181 WASHINGTON STREET STE 430 CONSHOHOCKEN Pennsylvania 19428
County:	OUT OF STATE
License Mailing:	181 WASHINGTON STREET SUITE 430 CONSHOHOCKEN PA 19428
County:	OUT OF STATE

License Information

License Type:	Architect
Rank:	Architect
License Number:	AR99311
Status:	Current,Active
Licensure Date:	02/08/2018
Expires:	02/28/2025



Landscape Architects
Planners
Environmental
Consultants

Licensee Information

Name: GENTILE, GEORGE G (Primary Name)
2GHO, INC. LANDSCAPE ARCHITECTS, PLANNERS, ENVIRONMENTAL CONSULT (DBA Name)
Main Address: 1907 COMMERCE LANE
SUITE 101
JUPITER Florida 33458
County: PALM BEACH

License Information

License Type: Registered Landscape Architect
Rank: Landscape Arc
License Number: LA0000530
Status: Current,Active
Licensure Date: 09/06/1978
Expires: 11/30/2025



Licensee

Name: DRUMMOND, MARK S. License Number: 57428
Rank: Professional Engineer License Expiration Date: 02/28/2025
Primary Status: Current Original License Date: 07/19/2001
Secondary Status: Active

Related License Information

License Number	Status	Related Party	Relationship Type	Relation Effective Date	Rank	Expiration Date
27885	Current	C SOLUTIONS INC.	Registry	01/04/2008	Registry	

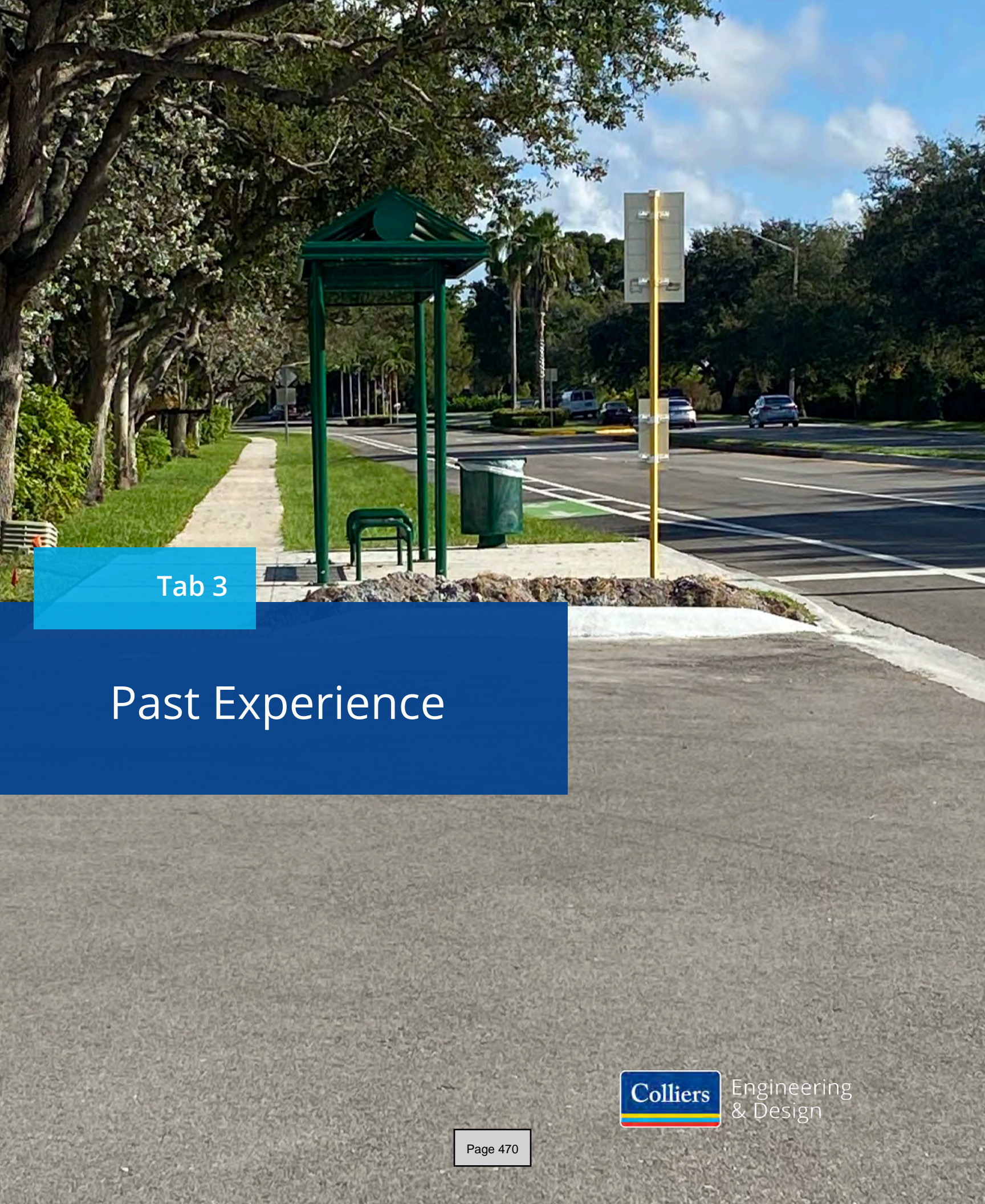
Professional Licenses

STATE OF FLORIDA
BOARD OF PROFESSIONAL ENGINEERS
THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES
O'KREPKY, MICHAEL JOHN
7284 WEST PALMETTO PARK
SUITE 201-S
BOCA RATON FL 33433
LICENSE NUMBER: PE89347
EXPIRATION DATE: FEBRUARY 28, 2025
Always verify licenses online at MyFloridaLicense.com

STATE OF FLORIDA
BOARD OF PROFESSIONAL ENGINEERS
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COSTA, LUIS ALFONSO
430 N E 2ND ST
BOCA RATON FL 33432-0000
LICENSE NUMBER: PE40930
EXPIRATION DATE: FEBRUARY 28, 2025
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STATE OF FLORIDA
BOARD OF PROFESSIONAL ENGINEERS
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ARRIETA, JOHN FREDERIC
6665 HOULTON CIRCLE
LAKE WORTH FL 33467
LICENSE NUMBER: PE61370
EXPIRATION DATE: FEBRUARY 28, 2025
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STATE OF FLORIDA
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DRACHEV, PAVEL
10026 AKENSIDE DR.
BOCA RATON FL 33428
LICENSE NUMBER: PE95334
EXPIRATION DATE: FEBRUARY 28, 2025
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Tab 3

Past Experience



Engineering
& Design

CED's key staff have provided professional engineering and consulting services on numerous projects for multiple organizations throughout the US for over 35 years. We understand the overall Town's needs and expectations for this contract. We will leverage this experience to help manage and execute this contract successfully for the Town. CED is currently contracted and/or providing a full spectrum of a multitude of services through similar professional services contracts for multiple municipalities including the projects and clients outlined in this section below.

Please note that, as of November 1, 2021, Bergmann, D.P.C. joined Colliers Engineering & Design to further enhance the mutual strengths, resources, and capabilities of each firm and help our clients meet their own strategic goals. This new collaboration allows us to greatly expand services, expertise, and depth of experience while allowing us to operate independently and tailor our services to your specific needs. This proposal represents the qualifications of Colliers Engineering & Design and its trusted affiliates, independent contractors, and/or business partners.

Related Experience



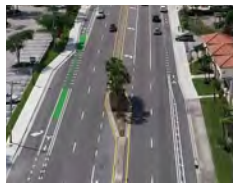
South Kentucky Avenue Improvements (General Services Contract), City of Orange City, FL. Design provided professional services for a private road that was being considered for acquisition by the City. Professional services included roadway design, drainage design, geotechnical evaluation, pavement evaluation, planning, and construction cost estimates. The out of service and out of date roadway alignment required rehabilitation and redesign to bring to modern safety standards. The alignment consisted of an approximately 6/10-mile length, two-lane residential roadway.



SRQ International Airport Multiple Assignments, Sarasota, FL. CED has provided a number of technical services for the airport on a variety of assignments which have included environmental, SUE, and geotechnical for evaluation of a former landfill for remediation and use for future land development for airport uses. For example, Stormwater Pipe Depressions Evaluation - CED provided SUE services, geophysical analyses, and geotechnical exploration of a distressed stormwater pipe crossing the runway and multiple taxiways at the airport.



Independent Contractor Engineering Services, City of Bradenton Beach, FL. Task work order (TWO) based City of Bradenton Beach Miscellaneous Services contract. We have held this contract since 2021 and are qualified to support the city for any miscellaneous professional engineering & surveying services. Multiple assignments have supported the City's MS4 program, roadway drainage infrastructure improvements, grant application development, parking lot design, permitting support, bidding support, geotechnical, and survey.



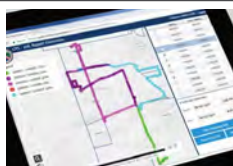
SR 5/US 1 from Beach Road to County Line Road, Palm Beach County, FL. CED provided transportation and drainage design. Also provided utility coordination and design on Roadway, Signalization and Traffic Control Plans for this 6-lane undivided, urban RRR project. Responsibilities include overall project coordination, plans preparation, preparation of Design Variations and Memos, and LFA/MOA coordination. Additional improvements such as ADA deficiencies resulting from a safety study and pedestrian scale lighting were included in the scope. Prepared plans and completed coordination tasks for major phase submittals.



I-95/SW 10th Street Connector, Deerfield Beach, FL. As a key regional connection in Broward County, Florida, SW 10th Street currently serves as a critical transportation corridor between I-95 and the Sawgrass Expressway. This project includes the design of two roadways along the 3-mile corridor. One roadway, the SW 10th Street connector lanes, will improve regional connectivity by connecting the Sawgrass Expressway with I-95. The other roadway, local SW 10th Street, will become a "Complete Street" that will incorporate a shared-use path and provide connectivity to all existing local properties and the local roadway network. The two roadways will work together to alleviate traffic congestion in the area, improve operations and safety, and improve emergency evacuation operations. CED provided topographic survey, SUE meeting ASCE 38-22 criteria (QL-B and QL-A), and Utility Coordination as a subconsultant to HDR, Inc. for the design of the improvements required for this dual roadway design concept.

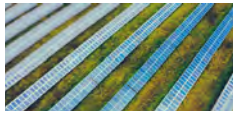


TECO, Environmental Permitting Services, Tampa, FL. CED provided permitting services for this project which proposed to cross a waterbody that is classified as a Section 10 Water under the National Harbor and Rivers Act, the project would require an Environmental Resource Permit and authorization from the Hillsborough County EPC. Upon completion and coordinating with TECO Project Managers, it was determined that the Project could be covered as a "replacement" and therefore avoiding the time consuming effort of obtaining a permit.



Broward County Sheriff's Office – GIS General Services Support Services, Broward County, FL. CED built a First Responder Mobile application for BSO. The application included calls for service, routing with voice-guided turn-by-turn directions, and Pictometry integration. It was initially rolled out to Fire Vehicles and then Sheriff Vehicles (300+ vehicles). CED has been actively working with BSO in various capacities. As a part of the GIS Technical Support project, CED provides a range of services to BSO.

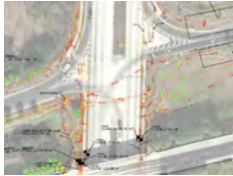
Related Experience Cont.



Commercial Solar Feasibility Study Confidential Client (Major Utility), Tampa, FL. CED was contracted to research the development, in collaboration with the utility, of a repeatable program for rooftop solar installations throughout the utilities service territory.



Independent Contractor Engineering Services, City of Holmes Beach, FL. Task work order (TWO) based City of Holmes Beach miscellaneous services contract. We have held this contract since 2022 and are qualified to support the city for any miscellaneous professional engineering & surveying services. Multiple assignments have supported the city's with structural boardwalk improvements, Resilient FL grant application development, planning, permitting support, bidding support, CEI and construction administration.



SR 417 Highway Widening and Improvement CFX), Orange County, FL. From the initial design studies for State Route 417, the Central Florida Expressway Authority (CFX) has always envisioned an ultimate six-lane expressway to account for future growth and increased demand. The plan has been to widen the existing four-lane corridor by adding two median lanes, one in each travel direction. CED provided topographic survey, subsurface utility engineering, Mobile LiDAR, and UAS LiDAR services to CFX as a subconsultant to Horizon Engineering Group, Inc. in support of the design of highway widening and various other improvements along State Route 417 from Landstar Boulevard to Boggy Creek Road.



WAWA John Young Parkway & Destination Parkway, Orlando, FL. CED provided professional consulting services which included a Phase I Environmental Site Assessment (ESA), Limited Phase II Environmental, and geotechnical Investigation. The ESA performed was to identify recognized environmental conditions (RECs), historic recognized conditions (HRECs), and controlled environmental conditions (CRECs), as defined in United States Environmental Protection Agency (USEPA) rules under 40 CFR Part 312 Standards and Practices for All Appropriate Inquiries (AAI), and the American Society for Testing and Materials (ASTM) Standard Practice for Environmental Site Assessments: E 1527-13 and 21. The purpose of the Limited Phase II Investigation was to determine if underground storage tanks (USTS) are present and if regulated compounds are present in soil or groundwater samples at concentrations exceeding Florida Department of Environmental Protection (FLDEP) standards. The geotechnical exploration was performed in general accordance with the "WAWA Geotechnical Investigation Standards for Florida Stores, sound engineering practice, and state/local regulations to evaluate subsurface conditions for the proposed project.



LRP Properties Due Dilligence, Jupiter, FL. CED in cooperation with our parent Firm Colliers International completed an expedited due diligence of a four-story structure building, occupying 63,108 square feet and common parking garage. The building is occupied by multiple office tenants.

CED performed a property condition assessment (PCA) of the structural, mechanical, electrical & plumbing components of the buildings, a Phase I Environmental Site Assessment (Phase I ESA) in accordance with the American Society for Testing and Materials (ASTM) Standard E1527-13 and a survey in compliance with the minimum standard detail requirement for ALTA/NSPS Land Title Surveys (Effective February 23, 2021). The survey included Items 1 through 4, 6(a), 7(a), 8, and 9 of Table A of the standard.



Park Avenue/Market Plaza Streetscape, Lake Wales, FL. CED was engaged to provide project management services for the construction of a complete streetscape consisting of the reconstruction of Park Avenue and Market Plaza. The scope includes the reconstruction of Park Avenue from Wetmore Street to SR 17, 1st Street from Park Avenue to Stuart Avenue, SR 17 from Stuart Avenue to Orange Avenue, Park Avenue from SR 17 to Cypress Garden Lane, and Market Plaza from Park Avenue to Stuart Avenue. The scope also includes the reconstruction of the sidewalks, street, parking with pavers/bricks, additional amenities including markings, lighting, landscaping, irrigation, signage, rain gardens, utility relocation, storm sewer system, curbing, fiber, signalization, and other miscellaneous items.

Related Experience (C Solutions)



Reuse System Canal Pump Stations and Weirs, City of Cape Coral, FL. C Solutions Inc. performed the preliminary and final design required to modify two existing fixed weirs to adjustable weirs and construct two new freshwater canal pumping stations. These improvements will increase wet weather storage within the freshwater canal system and provide an estimated 4.3 mgd of additional reuse water in the dry season while allowing for maintenance of flood control during large storm events.



Miami Dade NDWWTP HLD Yard Piping, Miami Dade Water and Sewer Department, Miami FL. C Solutions Inc. was retained in part to perform all yard piping and site civil design for the new 75mgd High Level Disinfection Facilities. This included piping of various sizes and materials from 2-inch CPVC chemical piping to 72-inch ECP process pipelines and the site civil for new roadways, restoration of existing roadways, and stormwater collection. The estimated construction cost for site civil and yard piping is \$25 million dollars with a construction estimate of \$17 million dollars for yard piping alone. The yard piping consisted of various small diameter CPVC chemical piping, 6-to-8-inch WM-DI, 6-inch FM-DI, 8-inch PVC sanitary sewers, injection well piping including 16, 24 and 30-inch DI, 48 and 60-inch ECP (pressure concrete pipe), 60-inch ECP secondary effluent, 42-inch DI chlorine contact basin effluent piping and 48 and 72-inch ECP filter effluent piping.



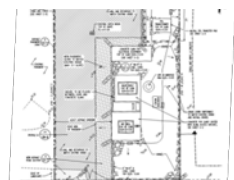
Kings Point Flanders and Capri Water Main Replacement, Palm Beach County Water Utilities Department, Palm Beach County, FL. C Solutions Inc. has been retained by Palm Beach County Water Utilities (PBCWUD) to provide design services for the replacement of approximately 18,500 linear feet of potable water main ranging from 8 to 12 inches in diameter. These improvements consisted of replacement of potable water mains, new fire hydrants, and new water services up to the connection with the existing water meters that varied dramatically in location. In July 2022 a water main failure in Kings Point caused a large sinkhole to form and was the center of the news in the area. PBCWUD immediately requested C Solutions to fast track the design of the water main replacement project, which went from 60-100% completion in 2 weeks. The project was successfully advertised and publicly bid on October 2022 and is anticipated start construction in the summer of 2023 where C Solutions will provide engineering services during construction including reviews of RFIs, shop drawings, change order requests and limited construction inspection services. Additionally, C Solutions will be assisting in public relations outreach given the sensitive nature of performing work within an active retirement community



City of West Palm Beach - Brevard Avenue PCCP Emergency Repair, City of West Palm Beach, FL. C Solutions Inc. was retained to analyze the rupture along with the temporary patch made and recommend the best course of action for the permanent repair of the concrete pipe. C Solutions reviewed the options for repair of the broken water main and provided repair options in technical memorandum to the WPB and the emergency contractor for the city. C Solutions also provided field inspection services during construction to coordinate the repair between WPB, contractor and PCCP piping manufacturer once the pipe was fully exposed and exact condition of the pipe could be fully observed. The pipe was successfully repaired in a timely manner without any loss of potable water service.



Palm Beach County Collection System Rehabilitation Project, Palm Beach County, FL. C Solutions Inc. provided services to perform NASSCO MACP inspections and the evaluation of sanitary sewer manholes for the identification of capital improvement projects to reduce infiltration and inflow to the County's sanitary sewer collection system.



New Submersible Wastewater Pump Station D2-D3, Miami-Dade County, FL. C Solutions Inc. provided a preliminary design report, engineering design, permitting, and limited construction services for the new duplex submersible pump station and associated structures and piping. The pump station was designed with two 30 hp submersible pumps and a 6-inch discharge to meet future flow estimated of 315 gpm. New pavement was designed to facilitate site access and maintenance, while new gravel area was implemented to improve site drainage and future maintenance of underground piping. C Solutions was also required to assist in the coordination of a new project site within the area when the originally planned easement on a church property did not get finalized. Additionally, the project was put on an extended hold (a couple years) not only for easement issues but for the redesign of the sanitary sewer system which in the original design ended up being too deep at the location of the new pump station.

Related Experience Cont. (C Solutions)



Rehabilitation and Replacement of Lift Station No. 10., Riviera Beach, FL. The City of Riviera Beach Utility District (RBU) owns and operates 51 wastewater lift stations in its service area. Of these, five lift stations (LS) are considered master pump stations: LS50, LS47, LS1A, LS10 and LS12. LS10 is a duplex submersible station that repumps all flow from Singer Island to LS1A where it is repumped with other flows from the eastern part of the City to LS50. Lift Station 10 is critical to the collection and transmission of wastewater on Singer Island. LS10 has passed the end of its estimated useful design life and requires major repair.

C Solutions Inc. evaluated the conditions of the lift station and made recommendations for its improvement and rehabilitation. C Solutions recommended rehabilitating the existing wetwell and reconfiguring the station to a triplex submersible pump station with smaller pumps, to better handle the seasonal changes in flow on Singer Island. Following the approval of the recommendations, C Solutions provided the design, permitting and construction management for the rehabilitation of LS10.



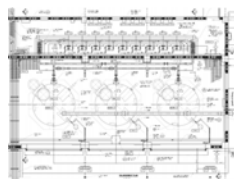
Rehabilitation and Replacement of Lift Station No. 50., Riviera Beach, FL. C Solutions Inc. evaluated the conditions of the lift station and recommended a small reconfiguration of the transmission system, finding that LS1A could pump directly to ECRWRF, and replacing LS50 with an above ground 5.8mgd inline booster station located adjacent to the existing pump station on the same property. This provided a large capital cost savings for the rehabilitation of LS50 while improving system reliability and greatly reducing operations and maintenance cost. Following the approval of the recommendations, C Solutions provided the design, permitting and construction management for the replacement of LS50 with an above ground inline booster station.



Las Olas Bacteriological Clearance Plan, City of Fort Lauderdale, FL. C Solutions Inc. provided emergency design services to analyze the existing conditions and currently existing recommendations and formulate a plan to achieve bacteriological clearance in the shortest time possible. C Solutions was called on a Thursday evening and by 3pm on Friday afternoon had formulated a new plan that was submitted to the Florida Department of Protection. On Saturday morning, C Solutions presented the plan to the City Manager and by Saturday afternoon was implementing the plan with City staff and staff from Murphy Pipeline and Cardinal Contractors. By Monday morning testing had confirmed the success of the implemented plan and the cautionary boiled water was lifted for the Las Olas Isles.



Water Treatment Plant No. 8 Process Improvements, Palm Beach County Water Utilities Department, Palm Beach County, FL. C Solutions Inc. has been designing process improvements for the 30mgd facility, including a new THM removal system, lime softening flume improvements, rehabilitation of the softener blowdown pump station, new emergency lime solids pond overflow pump station and other miscellaneous plant-wide improvements for plant water service and process flow meters. C Solutions coordinated with structural, architectural, electrical and instrumentation categories to prepare the final design plans.



Sodium Hypochlorite Facility - Design, Permitting and Bidding Services, City of Riviera Beach, FL. C Solutions Inc. evaluated the existing site and recommended a layout for the new process facilities to fit within the existing site footprint and allow construction while maintaining operations with the gas chlorination system. C Solutions is providing professional engineering services for the design, permitting and construction bidding assistance for new sodium hypochlorite disinfection facilities to replace the existing chlorine gas system. The proposed facilities include: a new building housing the feed pumps, electrical equipment, new MCC and bulk storage tanks; electrical equipment (including relocation of MCC3); chemical piping, valves and appurtenances to convey NaOCl to chemical injection points in treatment plant; new flow meters for measurement of WTP flow and flow pacing of NaOCl chemical injection; NaOCl storage tanks; and a recarbonation system for pH control.



Packed Tower Aerators Design Evaluation, City of Riviera Beach, FL. The City of Riviera Beach (City) owns and operates a lime softening water treatment plant (WTP) with a design capacity of 17.5mgd. The City's WTP's packed tower aeration system, consisting of four packed tower aerators, was installed in 1986 for removal of volatile organic compound (VOC) contamination detected in the Eastern Wellfield. The media, some of the blowers and the cleaning system needed replacement.

C Solutions Inc. evaluated water quality sampling and prepared base design criteria required to develop bid documents for the rehabilitation of the aeration system.

Related Experience (2GHO)



Palm Beach County, FL. Continuing services including site plans, amendments, landscape plans, rezonings and ZAR's for fire stations, a homeless resource center, and the Fire Department Fleet Service Center in recent years.

Development of park and public space conceptual plans, site planning and development of park and public space plans:

- Green Cay Phase 2 – Water Utility Department Progressive Design Build for water purification facility and receiving lake/public park (construction start 2024)(CDM Smith)
- Ball Park of the Palm Beaches FITTEAM - PBC in conjunction with Teams (2017)
- Palm Beach County Riverbend Park Expansions, Prime: C3TS (2013-2017)
- Palm Beach County Phil Foster Park redevelopment, Prime: LBFH (completed 2007 – 2010)
- Palm Beach County Burt Reynolds Park redevelopment, Prime: LBFH (completed 2009), and west side Prime: Civil Design (completed 2017)
- Palm Beach County's Riviera Beach Moroso Boat Launch Park, Prime: LBFH (completed 2010)
- Palm Beach County Jupiter Farms Equestrian Park, Prime: LBFH (completed 2010)
- Palm Beach County Gramercy Park, Prime: C3TS (future - 2014)

Development of entryway, identification and interpretive signage:

- Palm Beach County Lake Okeechobee Scenic Trail (LOST) Economic Enhancement Interpretive Kiosks (2010)

Additional Projects:

- Palm Beach County Convention Center in West Palm Beach – redesign of the public space and working with Art in Public Spaces Program (2018-2022)



Town of Jupiter, FL. Development of park and public space conceptual plans, site planning and development of park and public space plans:

Development of park and public space conceptual plans, site planning and development of park and public space plans:

- Town of Jupiter Gateways (2021)
- Town of Jupiter Jones Creek Park Canoe Launch (2009 & 2016)
- Town of Jupiter Cinquez Park (2016 – CA by others)
- Town of Jupiter Alternate A-1-A Streetscape (2012)
- Town of Jupiter Island Way South, Prime Calvin-Giordano (2016-on going)
- Town of Jupiter Water Plant Expansion, Prime: Hazen & Sawyer (completed 2011)
- Town of Jupiter Public Works Facility, Prime: Hazen Sawyer (completed 2005)

Development of entryway, identification and interactive signage:

- Town of Jupiter Gateways at Turnpike, Triangle and Center Street (2022)
- Town of Jupiter Riverwalk Interpretive Kiosk for the Tierra del Sol and Waterpointe projects (2010 and 2016)

Pedestrian and bikeway design and specifications:

- Town of Jupiter A-1-A Bike Lane Redevelopment, Prime: Calvin-Giordano (2013 to 2016)
- Town of Jupiter Riverwalk Design at River Plaza (2012)
- Town of Jupiter Riverwalk Design at Water Pointe (2013)

Additional projects:

- Town Gateways at the Turnpike and Center Street with iconic landscape material and no irrigation. (completed 2021)
- A-1-A Bike Lane Redevelopment, Landscape Architecture & Planning Services, Prime: Calvin-Giordano (2013 to 2016)
- Island Way South roadway extension (2017-on going)
- Water Plant Expansion, Landscape Architecture & Planning, Prime: Hazen & Sawyer (completed 2011)
- Public Works Facility, Landscape Architecture & Planning, Prime: Hazen Sawyer

A photograph of a surveying station on a tripod in a field. The station is a grey, cylindrical device with a yellow stripe and a control panel. In the background, a worker wearing a white hard hat and a high-visibility yellow vest over a red jacket is standing near the open back of a white pickup truck. The truck is filled with various surveying equipment. The scene is set in a grassy field with trees in the distance under a cloudy sky.

Tab 4

Approach to Project Management



Engineering
& Design

At CED, we have developed a successful, fit-for-purpose project delivery process that includes budget, quality control/quality assurance, and schedule control methodologies. Backed by our prior experience serving as municipal engineering consultants, we understand the responsibility for transparent planning and accountability when using public funds. Therefore, we strive to establish Opinions of Probable Construction Cost (OPCC) early within the design process and refine as design progresses continually working to align your available funding and the included project elements.

Utilizing specialized financial tracking software, we also closely monitor our labor and expenses on a weekly basis allowing our project manager to proactively respond and control our contract costs. Throughout design and our Quality Assurance/Quality Control management program, we utilize our Construction Engineering Inspection team to collaborate on constructability and value engineering perspectives. We also have staff experienced in lifecycle analysis, sustainability, and resiliency.

Due to our public experience, we also understand the importance of governmental procedures, the basis for them, and what happens when they aren't followed. We are committed to following the Town's procedures to support the Town and minimize potential owner induced delays. Lastly, CED relies heavily on internal/external communication, internal milestones, and scheduling software to ensure that we deliver on time and within budget. These management controls are further described in concert with time-tested procedures utilized by CED below:



Project Approach

This is a task-based work authorization contract with each assignment negotiated on an individual basis. CED will be responsible for reviewing and evaluating the requirements and expectations for each assignment and recommending an approach tailored to meet all specific scope elements. Upon receipt of any assignment, our Project Manager, Michael O’Krepky, PE, will thoroughly review the scope of services and related information provided by the Town to assess all aspects of a potential task, such as, project characteristics, determine safety and Temporary Traffic Control (TTC)/Maintenance of Traffic (MOT) needs and note any special coordination, access issues or potential permits required. This review will allow us to recommend the appropriate scope requirements, schedule and economics when determining the plan of action on the task assignment in a follow-up coordination meeting with the Town’s Project Manager for consensus prior to staff hour development.

One of the most important parts of any successful project is proper communication with all stakeholders during all phases of project cycle. CED holds periodic meetings with the client, stakeholders and team staff to properly understand challenges, review of anticipated projects or planning efforts.

Mr. O’Krepky’s experience provides him with an excellent understanding of the level of effort required for each assignment and is a proponent of fit-for-purpose approaches. Having negotiated numerous task assignments on our existing and previous contracts, Mr. O’Krepky understands the typical expectations regarding anticipated work efforts and how to efficiently utilize personnel. He will be responsible for the overall budget maintenance of the contract. Mr. O’Krepky thinks outside the box and is extremely mindful of his clients. He is highly self-managed to ensure a successful design, task, and/or project completion.

Work Assignment Proposal Development. Upon notification of a request for a new assignment proposal, Mr. O’Krepky will coordinate directly with the Town’s Project Manager to fully understand the needs and scope of the project. He will then work closely with our team leaders to build a specific project team whose skillsets and expertise are most appropriate for the assignment. It is important to note that many of the team members shown on the Organizational Chart have multiple specialties and overlapping skill sets which we will utilize all the team’s resources to ensure appropriate utilization of staff for the Assignment. Our proposed project team, including subconsultants, will be clearly documented in the proposal with the team’s roles and responsibilities. The project team will be relied upon to develop a comprehensive proposal to execute a successful project. By involving the individuals with the specific technical expertise at the proposal development stage, our proposal and budgets are directly established by these key individuals that will be relied upon to deliver the assignment. Mr. O’Krepky will review and prepare the final budget to ensure that it is both comprehensive and efficient at addressing the project goals.


Project Task Initiation. Preparation of the staff hour estimate and fee will then be completed and submitted for review and negotiation. Each Assignment will include a kickoff meeting to review the approach, schedule milestones, design, permitting, site specific safety requirements, field documentation, and project specific QC plan. We understand that each assignment is different, and our approach will match the specific project assignment.

Potential critical issues that will impact this contract include meeting defined schedule needs, providing clear communication throughout the life of each project assignment, maintaining resource availability and quality

deliverables to ensure confidence in your engineering services consultant.

Task Delivery. Mr. O’Krepky will ultimately be accountable for delivering all assignments on-time and within budget. This requires constant communication with the individual project team members. By having regular internal discussions about the progress and design decisions of the individual task, it provides insight into status and some of the potential issues that could arise. This “hands-on” approach is crucial to maintaining the workload of the entire team so that it is managed, balanced, and reallocated as necessary.

CED also employs several time-tested tools to help manage the overall workload and the individual task schedules and budget. We will rely on regular progress meetings, both internally and with the Town, when necessary, to review each task teams’ progress. Mr. O’Krepky will maintain a database of all Town assignments so that he can monitor the milestone due dates as well as budgets both for the individual tasks as well as the overall program. These management practices have proven to identify issues with deadlines and budgets early in the process so that they can be addressed prior to causing issues. Whenever a perceived project delivery or management issue is identified, Mr. O’Krepky will immediately coordinate with the Town’s Project Manager to communicate our concern and work collaboratively to address before it affects the budget and/or schedule of projects.

 **Schedule**
CED is committed to meeting all of the “project specific” time requirements for the agreed upon scope of services negotiated for each Assignment under this contract. The successful execution of this contract will be achieved by confirming

each assignment is organized, managed, and performed to meet the Town’s delivery schedules.

CED will use Microsoft Project to establish project schedules that clearly define project milestones and goals. This provides comprehensive reporting of the completion of critical path activities, such as target placement, data acquisition, control adjustments, data processing, QA/QC reviews, and final deliverables. Our Project Manager will schedule individual or group progress meetings, field reviews and/or office visits, as necessary, to meet established due dates and address questions or concerns promptly as they arise.

Upon receipt of each Assignment, we will schedule a face to face or virtual kickoff meeting with the Town to confirm/review all scope items, project schedule, staffing/resource plan, and any required stakeholder coordination. The project kickoff meeting agenda will define the schedule, including identifying all milestones. Once these milestones are identified, we will propose items in the schedule that can be advanced or prioritized. These items will be based on the needs of the in-house design team or EOR we are supporting to minimize critical timelines and relieve the burden on the Town.

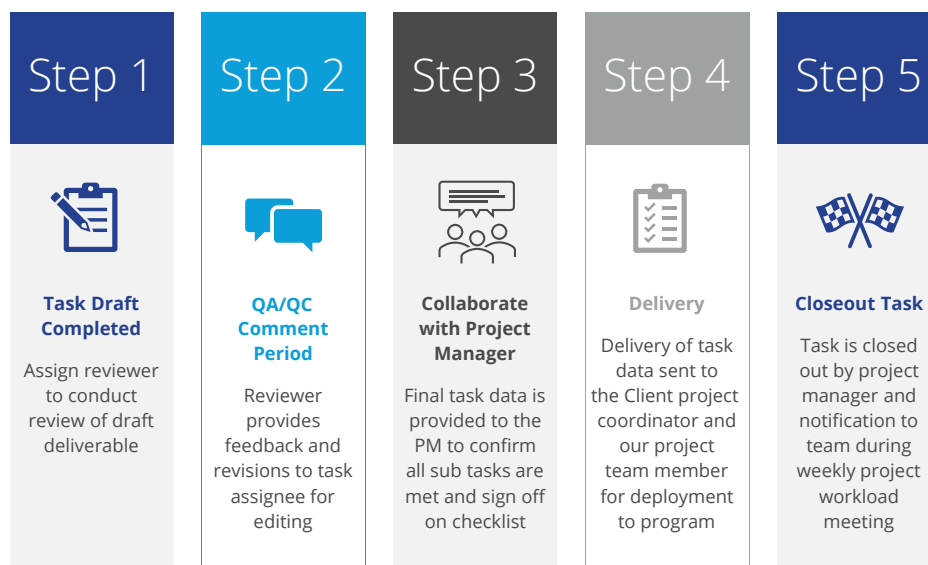


Communication

Effective communication, coordination, and collaboration between our team partners, fellow contract holders and the Project

Manager will be vital throughout this contract. This will be achieved through developing a clear understanding of the scope, defining roles and expectations, establishing clear communication protocols, open and clear collaboration and reporting, and transparency regarding both achievements and challenges.

Example Process



The agenda for the kick-off meeting for each assignment and subsequent weekly team meetings includes discussions regarding project goals, schedule, progress, and performance with input welcome from all the members of the project team. In this way, our team members are fully informed regarding project status and their individual responsibilities. If issues or challenges arise during a project, they are discussed with various team members, a plan of action is formulated, and instructions guiding the way forward are disseminated appropriately for implementation.

Mr. O’Krepky will closely communicate with the Town’s Project Manager for all assignments with status updates for all established milestones.



Coordination with Government Agencies

CED has a breadth and depth of experience obtaining approvals on behalf of our clients from various regulatory agencies including, but not limited to, South Florida Water Management District (SFWMD), Palm Beach County, Florida Department of Transportation (FDOT), Army Corps of Engineers, and Florida Department of Environmental Protection (FDEP).

Our approach is always tailored to the project, and typically includes a concept plan, kickoff meeting, and periodic updates to all stakeholders as necessary.

The focus of all our efforts always places the Town’s interests and goals at the forefront as we navigate external interests and requirements.



Cost Control - Design Budget

CED is committed to meeting all of the “project specific” budget requirements for the agreed upon scope of services negotiated for each Assignment under this contract. Budgets for each assignment will be tracked and maintained on a weekly basis using the project management portals included in BST Financial Software (Ver.10). This allows for monitoring of project financial details to quickly determine which activities are negatively impacting the schedule or budgets and, if required, institute aggressive corrective actions including adding resources to prevent cost overruns. Invoicing will be prepared monthly to coincide with milestone deliverables and will document the percent complete status for each assignment.



Cost Control - Construction Budget

CED works hard to align our clients’ construction budgets with final design products. We do this by developing an Opinion of Probable Construction Cost (OPCC) at each design milestone (e.g. 30%, 60%, 90% and 100%). Once

prepared, the OPCC is then compared to the client’s construction budget to confirm that the current design is within the budgetary constraints. As additional design milestones are reached, CED is able to more precisely define the OPCC and the value of any contingency can be reduced. Furthermore, we leverage our CEI group to assist our design engineers during the development of OPCCs. Their extensive field experience not only improves the constructability of our designs, but also increases the accuracy of the OPCCs we prepare.

Should the OPCC exceed the construction budget, we look for opportunities to reduce the estimate through modifications to the design, changes in equipment/material selection, or removal of non-essential elements. In some situations, a client has requested specific project elements resulting in the OPCC exceeding the construction budget. In all cases, we will communicate with your project manager any anticipated cost concerns, offer several solutions, and work to bring the project back under budget while retaining the project elements important to you.

Just as work on a project does not begin at the design phase, it does not end once construction documents are complete either. Our team is also capable of providing construction administration/construction management support should the need for such services arise. We have a total of seven fully CTQP qualified Florida construction managers and inspectors available who could serve this contract if the need arises. Their experience and knowledge of common pitfalls during construction, helps to contain costs.



Our diverse skillset, dedication to customer service, and understanding of the Town’s process, procedures and expectations provides you with the assurance our team will have practical cost saving solutions while delivering results.



Risk Mitigation and Conflict Resolution

CED understands that we live in an imperfect world and field conditions can differ from what is expected. Even when exercising the greatest amount of diligence, some uncertainties and conflicts are inevitable. As previously mentioned, CED is a multiple disciplinary firm and has experts available in every key field including design, utility coordination, permitting, and, equally importantly, construction management. CED’s in-house construction inspection and administration service team will be involved in each of our phase reviews. Their efforts will help us to identify and minimize areas of risk resulting in the reduction/elimination of the needs for RFI’s/change orders. In addition, Mr. O’Krepky brings a unique design, construction, and operational

experience which will further serve to identify and address areas of risk in advance of the construction phase. Below are the areas to specifically focus on:

- Clearly define the scope before initiation to remove potential scope creep
- Conduct reviews of the scope when starting a task, completing a task, and prior to project meetings
- Engage construction management staff in these reviews to reduce the need for RFIs/Change Orders

Conflict avoidance can be enhanced through instilling proactive procedures that help identify potential conflicts before they occur while promoting open communication and collaboration between the Town, design team, contractor, and other project stakeholders are a key element of conflict resolution. CED takes pride in their project managers' ability to foster open, and often necessarily candid, conversations to navigate project delivery challenges. Each project is unique, requiring a flexible and team-based approach both internally and externally. Identified challenges are communicated and discussed internally through both bottom up and top-down approaches ensuring that all parties are aware. This process encourages staff to provide experienced opinions from different perspectives coalescing into a solid avoidance or mitigation plan.

Not if, but when conflict occurs, Mr. O'Krepky will take the lead organizing communication between stakeholders affected by the conflict. Initial efforts will focus on understanding the conflict by collecting information from involved parties followed by developing potential solutions. A meeting will be scheduled with the Town to present this information, discuss resolution options, and find consensus.



Safety

Safety is a core value for CED, and we have adopted the Behavior Based Safety (BBS) model as an enhancement to our existing safety program to live a Safety Culture at work and home. We regularly inventory all personnel and vehicle safety equipment and mandate using daily Health & Safety Checklists forms signed by all crew members.

In addition, daily "tail gate" meetings are held on-site to assess, communicate, and eliminate, potential site-specific safety issues. However, if a member of the CED team determines that any activity on the job site poses an imminent hazard, they have stop work authorization until appropriate action is taken, and the deficiency is addressed. This commitment to safety also extends to our subconsultant partners.

We understand the magnified dangers inherent with working on roadways and MOT/ TTC Safety protocols will be rigorously followed to minimize risk potential

to both our workers and the traveling public. CED field crew members and production managers maintain Intermediate MOT certifications and utilize the MUTCD, the FDOT Standard Plans for MOT/TTC Index 102-100 through 102- 680.

Our staff certifications and training also include OSHA 10-hour, OSHA 30-hour, OSHA HazWOPER, confined space entry, coalition for construction safety (CCS), CSX & E-Rail Safe, and first aid/CPR training. Additionally, CED utilizes Operator Qualification (OQ) programs through Veriforce to provide safety training and OQ certification.



Understanding of Town & State Codes/ Regulations

A core requirement for providing General Engineering Consulting Services contract is an understanding of the codes and regulations governing projects. CED has provided design and survey services for FDOT and private projects within Palm Beach County and as such, we are familiar with Town ordinances and codes. For example, we have successfully completed multiple development projects and understand the unique design criteria and ordinances that the County requires. CED has provided EOR services for many municipalities and counties in the capacity of capital improvement project design. Incorporated within this capital improvement design process is typically the preparation of contract documents in some form or another. Some agencies have simply requested plans be prepared, while other agencies have required the EOR prepare the bid documents, quantity estimates, specifications and other supporting items. CED has participated in the bid leveling and contractor selection process as well. In order to assist or provide these services CED has become familiar with the agency's procurement process and regulations.

While providing design services to public and private clients, CED has gathered extensive knowledge regarding typical construction standards as well as those provided by regulatory agencies. Those relative to the Town may include the Palm Beach County Code, Palm Beach County Water Utilities Department (PBCWUD) specifications, Land development Code, Florida state statutes, FDOT design standards, AASHTO The Green Book, Public Works Department specifications, Federal Aviation Administration standards, South Florida Water Management District standards, to name a few.



Sustainability, Resiliency, and Durability

Many of CED's clients have embraced sustainability with design and operations of their buildings, facilities and infrastructure. As such, CED has many LEED accredited professionals with experience in providing design input in a team.

For example, the below are past project elements that align with sustainability:

- Design of infrastructure that will have a longer service life, thereby reducing the costs for maintenance.
- Design of solar fields or rooftop panels on public buildings along with other capital improvement projects that create jobs for manufacturing and installation.
- Design of EV charging stations, stormwater treatment measures, and even redevelopment of blighted properties with current landscape standards all provide air and water quality improvements.
- Design of infrastructure that is resilient to storm impacts such as elevating electrical devices above flood water elevations is a proactive approach.
- Design of solar fields or rooftop panels on public buildings also promotes energy stability.



QA/QC Management Program

Our QA/QC program is continually monitored to maximize its success and to identify possible improvements. **Each CED employee is a part of this QA/QC program, and it applies to all our disciplines and office locations.** The CED QA/QC Program manual is designed to help Project Managers implement practices for effective project management and incorporates department-specific guidelines as they are developed.

It is CED policy to establish, commit to, implement, and monitor a QA/QC plan for every project, ensuring quality deliverables for our clients. A detailed QA/QC plan encompassing all the disciplines included for this contract shall be developed to ensure deliverables are efficiently and accurately prepared. **CED takes full responsibility for the quality of our project submittals, including components prepared by our subconsultants.**

Quality Assurance CED understands the Town’s concerns regarding the importance of quality products and agrees that deliverables include complete and well documented data supporting the associated reports and digital files. We accomplish this by educating, training, and mentoring our personnel. Each member of the CED production staff receives a SOP that details

our procedures and workflow from field to finish. QA is supported daily by the Project Manager, Task Lead or QC Manager assigned to the specific assignment who will oversee and monitor the process and results with field and office staff to ensure we are collecting the requested data using the agreed upon methods.

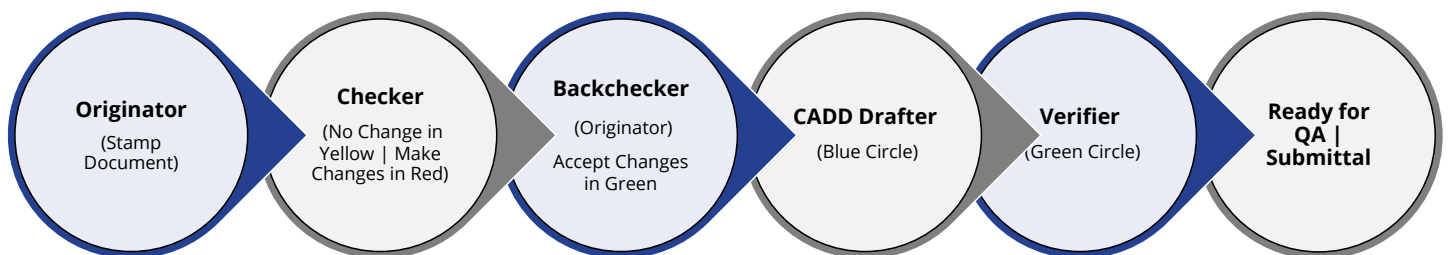
Quality Control Process (QCP): Quality is accomplished through standardized field and office workflows and a series of systematic reviews throughout each assignment and documenting production process. Our workflows include standardized field procedures and best practices for utility investigation and survey measurements which significantly reduce the chance for error; equipment calibration performed on a routine basis to verify proper and reliable operation of the survey and SUE equipment, and thorough training and certification of our staff. All field sketches, photos, raw data, test hole reports, and survey notes are cross referenced to confirm consistency. Data quality issues anywhere in the process will be investigated and resolved prior to finalizing the deliverable product.

To achieve the highest possible quality, deliverables for each assignment will be reviewed by a qualified independent reviewer from the appropriate technical discipline. Our QCP for all submittals is redundant in nature, having a minimum of two reviewers for every assignment. As depicted in the diagram below, each reviewer follows a strict order of process which involves thorough back-checking of all documentation. The reviewer’s comments will be coded in **RED**, plans will be updated per the comments and noted in **GREEN**, and the back checker will verify the changes are made with **BLUE** ink. The final step of the process is a QA review by senior project management to ensure the QCP process was followed.

No. _____	Date: _____
CHECK PRINT	
Dwg. Checked against calcs. And calc. check confirmed	
By: _____	Date: _____

Checked By: _____ Date: _____
 Backchecked By: _____ Date: _____
 Corrected By: _____ Date: _____
 Verified By: _____ Date: _____

Final deliverable formatting will be consistent and prepared in accordance with the Town requirements. A workplan will be developed containing a checklist of items specific to the project. Submittals will be made only after our staff ensures that each deliverable meets the required standards and specifications.



Tab 5

Resources, Availability, and Commitment



Engineering
& Design

Current and Projected Workload

Our leadership team in the Boca Raton office manages weekly utilization meetings with all key staff for the purpose of evaluating daily workload projections for the week ahead.



Following this meeting is a Southeast based operations meeting discussing the same item and uses this as a gauge for filling gaps where staff is needed. Having these weekly operations meetings provides project managers the ability to forecast project completion dates and allowing them to rely on this information to keep projects on schedule. CED's location and labor management structure and processes allow our firm to provide the Town with a highest level of attentiveness, responsiveness, availability, and flexibility to successfully complete all tasks.

Our Boca Raton office is located at: 7284 W Palmetto Park Rd, Ste. 201-S, Boca Raton, FL, 33433

We are also pleased to have outstanding subconsultant partners, that we have strong relationships with, committed to our team to ensure we have the resources necessary for timely responses and the completion of successful, high quality products.

At present, our team in Boca Raton and our subconsultants have the capability and availability with current workload/backlog to provide a significant amount of their time to the Town under this contract and projections for the date of the notice to proceed for this contract. The percentage of availability is closer to 75% on average when projected out a year as requested in the RFP. As each month progresses, the trend of the percentage of availability continues to increase.

CED's management staff carefully allocates the firm's resources to address the constantly shifting market demand for projects. We promote a management philosophy that supports cross-training our staff to prepare them to be available on short notice and to be qualified to support the variety of disciplines which have the potential to be included in Town requested projects. This enables CED to maintain optimum utilization of highly trained individuals who provide resources for "Fast-Track" project completion. This approach has enabled us to maintain a steady stream of projects, while enabling us to allocate adequate resources to immediately respond to new task order assignments from the Town.

With over 160 employees in Florida, CED pledges to the Town that project assignments will receive appropriate resources to fulfill schedule and budget requirements. Our team has the experienced depth and quality of staff to address all assignments associated with this contract. CED is dedicated to addressing the needs of our clients in a manner that is responsive, budget-conscious, focused, and technically sound. Careful Project management will allow current staff and company workloads to be adjusted within established schedules for each assignment. **Our commitment, together with the additional support available throughout the CED network of offices assures the Town of a responsive project team.**

Financial Capacity: CED is in a financially healthy position and maintains financial stability, as evidenced by our strong Financial Strength and low Risk Rating of 5A2 with Dun & Bradstreet and other credit reporting agencies.



Availability, Location, and Workload Chart

CED's Project Manager and primary key staff will oversee the elements of the work as identified in our organizational chart and further demonstrated below:

Discipline Leader Team Availability		
Key Team Member Office Location	Firm	Availability
Michael O'Krepky, PE, CME Boca Raton, FL	CED	75%
John Arrieta, PE, PTOE Boca Raton, FL	CED	50%
Ian Dixon, LEED AP, WELL-AP Tampa, FL	CED	60%
Micheline Diegan, RA, AIA Jacksonville, FL	CED	60%
Pavel Drachev, PE Boca Raton, FL	CED	60%
Mark Drummond, PE, BCEE Delray Beach, FL	C Solutions	60%
Felipe Martinez, PE Delray Beach, FL	C Solutions	60%
Jennifer Prettel, PE, PMP Delray Beach, FL	C Solutions	70%
George Gentile, PLA, FASLA Jupiter, FL	2GHO	50%
Emily O'Mahoney, PLA, FASLA Jupiter, FL	2GHO	50%

Projects	Number of Personnel Assigned	Technology Utilized	CED				C Solutions			2GHO	
			Michael O'Krepky, PE, CME	John Arrieta, PE, PTOE	Pavel Drachev, PE	Ian Dixon, LEED AP, WELL-AP	Micheline Diegan, RA, AIA	Mark Drummond, PE, BCEE	Felipe Martinez, PE	Jennifer Prettel, PE, PMP	George Gentile, PLA, FASLA
PM & QAQC Manager City of Miami Parks and Rec Dept, FL	4	Autodesk, MS Office Suite	✓		✓						
PM & QAQC Manager City of Holmes Beach, FL	4	Autodesk, MS Office Suite	✓		✓						
PM & QAQC Manager City of Bradenton Beach, FL	4	Autodesk, MS Office Suite	✓								
Planning Board Engineer - Borough of Englewood Cliffs, NJ	4	Video Conferencing, MS Office Suite	✓								
FDOT District 1 Projects	8	Microstation, MS Office Suite		✓							
FDOT District 4 Projects	8	Microstation, MS Office Suite		✓							
FDOT District 6 Projects	8	Microstation, MS Office Suite		✓							
City of Parkland, FL	8	Microstation, MS Office Suite		✓							
SRQ Airport, FL	8	Microstation, MS Office Suite			✓						
RSW Airport, FL	8	Microstation, MS Office Suite			✓						
Fast Food Restaurant Chain, FL	4	Autodesk, MS Office Suite				✓	✓				
Wholesale Retail Stores, FL	4	Autodesk, MS Office Suite				✓	✓				
Miami Dade Small Pump Stations Project	4	Autodesk, Hydraulic Modeling & Pump Applications, MS Office Suite						✓	✓	✓	
PBC Water Treatment and Water Resources General	4	Autodesk, Hydraulic Modeling & Pump Applications, MS Office Suite						✓	✓	✓	
PBC General Utility	4	Autodesk, Hydraulic Modeling & Pump Applications, MS Office Suite						✓	✓	✓	
Architectural and Value Engineering Services	4	Autodesk, Hydraulic Modeling & Pump Applications, MS Office Suite						✓	✓	✓	
PBC Pressure Pipelines	4	Autodesk, Hydraulic Modeling & Pump Applications, MS Office Suite						✓	✓	✓	
PBC Pump Station Rehabilitation	4	Autodesk, Hydraulic Modeling & Pump Applications, MS Office Suite						✓	✓	✓	
PBC Optimization and Improvements Design Build	4	Autodesk, Hydraulic Modeling & Pump Applications, MS Office Suite						✓	✓	✓	
Palm Beach County Planning	4	Autodesk, MS Office Suite									✓
Jacobs Investments	4	Autodesk, MS Office Suite									✓
Catalfumo Development	4	Autodesk, MS Office Suite									✓
DiVosta Development	4	Autodesk, MS Office Suite									✓
Modica Development	4	Autodesk, MS Office Suite									✓
Village of North Palm Beach	4	Autodesk, MS Office Suite									✓
CDM Smith	4	Autodesk, MS Office Suite									✓
Town of Jupiter	4	Autodesk, MS Office Suite									✓



Tab 6

References



Engineering
& Design



Project Details

Client:

City of Holmes Beach
5801 Marina Drive Holmes
Beach, FL 34217

Contact:

Sage Kamiya, PE, City Engineer
P: 941.708.5800 Ext. 245
E: skamiya@holmesbeachfl.
org

Completion:

2022- Ongoing

Design Cost:

\$75,000+ (TWO based)

Services | Relevancy:

General Municipal Services,
Grant Management,
Geotechnical Engineering,
CEI, Construction Materials
Testing (CMT), In-house
Laboratory, Planning and
Permitting Services

Independent Contractor Engineering Services, **City of Holmes Beach, FL**

Task work order (TWO) based City of Holmes Beach miscellaneous services contract. We have held this contract since 2022 and are qualified to support the city for any miscellaneous professional engineering & surveying services. Multiple assignments have supported the city's with structural boardwalk improvements, Resilient FL grant application development, planning, permitting support, bidding support, CEI and construction administration. An example of several specific task orders included the following.

The Grassy Point Habitat Restoration Boardwalk project included the design and permitting for an extension to the Grassy Point boardwalk and observation deck. Services provided included coordination with permitting agencies, managing a subconsultant to perform a benthic survey to determine the presence of sea grasses and hard bottom resources, structural design for the new boardwalk sections, construction document development, permitting with SWFWMD and FDEP, and development of the Invitation to Bid (ITB).

The City Center CEI project included providing CEI and construction administration services for a new drainage system and roadway improvements. Services were provided during preconstruction, construction, and post-construction and included monitoring deliverables, preparation for field operations, project control, inspection, progress reports, cost control, and change orders. We will provide substantial and final completion services and final project records when the project is complete.

The Resilient FL Grant Application project involved preparation of a grant application on behalf of the city to perform a vulnerability assessment. Services provided included preparing and submitting the application/forms and coordinating with the city and relevant agencies. The grant application was approved.



Project Details

Client:

Borough of Englewood Cliffs
482 Hudson Terrace
Englewood Cliffs, NJ 07632

Contact:

Russ Porrino, Planning Board
President
P: 201.569.4356 Ext. 442
Mobile: 201.741.7937
E: rporrinopb@
englewoodcliffsnj.org

Service:

2015 - Ongoing

Services | Relevancy:

Site Plan Review,
Construction Overview,
General Planning Service,
Traffic Analysis

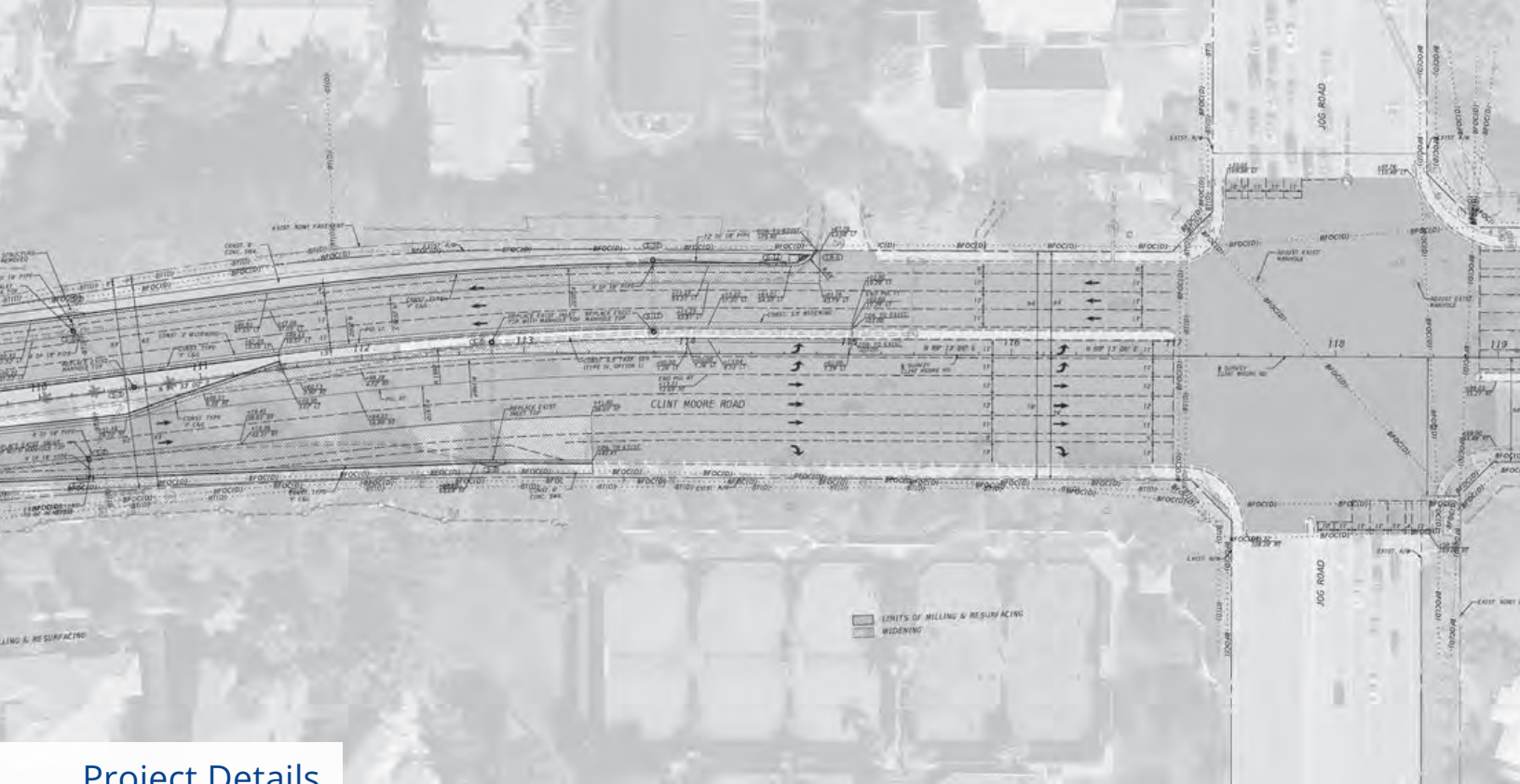
Englewood Cliffs Planning Board Engineer and Planner, Englewood Cliffs, Bergen County, NJ

As Englewood Cliffs Borough's appointed Planning Board Engineer since 2015, Colliers Engineering & Design was responsible for reviewing various residential, commercial, and redevelopment projects, as well as assisting in the process of reviewing and updating the community's master plan, a comprehensive, long-range plan intended to guide the growth and development of the Borough. This document contains elements that provide for future development, housing, recreation, open space, transportation, community facilities and land use.

Additional duties involved subdivision and site plan review; reviewing the official map and associated zoning ordinances; conducting studies of areas suitable for redevelopment; reviewing the capital improvements program; and review of other state or federal programs or plans. Our professionals also assembled data for planning purposes and performed other advisory duties as requested by the Borough Council and Land Use Board to aid them in the planning process. To accommodate the public regarding Covid-19, the Borough of Englewood Cliffs Planning Board held online meetings starting in 2020. Select Experience:

LG Electronics: As a part of a development plan for the site commonly known as 111 Sylvan Avenue, LG Electronics applied to the Borough for a Subdivision Plan. The 27.016-acre lot with frontage along Sylvan Avenue, Hudson Terrace, and Van Nostrand Ave and is located within Borough's B-2 (Limited Business) zone district. Special considerations had to be evaluated regarding this development and its proximity to the Palisades Interstate Park.

Englewood Cliffs Toyota: As a part of a development plan for the site commonly known as 50 Sylvan Avenue, the owner of Englewood Cliffs Toyota applied to the Borough for a site plan. The project is located in the B-2 Limited Business Zone and is located between Van Nostrand Avenue and Middlesex Avenue. The site plan modifications included but not limited to, milling and paving, drainage, building additions, striping & signage, DOT access, circulation and parking plan, traffic striping & signage, recycled water & sewer, brand signs, and lighting. Special considerations were accounted for regarding this development for construction and operation, as it fronted on a State Highway.



Project Details

Client:

Palm Beach County
2300 N. Jog Road
West Palm Beach, FL 33411

Contact:

Maroun Azzi, PE
P: 561.684.4150
E:MAzzi@pbc.org

Completion:

2019-2023

Construction Cost:

\$100k+ (TO Based)

Services | Relevancy:

General Municipal Services
(Civil Engineering), Drainage
Design, Inspections,
Permitting, Planning,
Construction Cost Estimates

PBC Intersection Improvements Annual Services Contract, **Palm Beach County, FL**

Scope consists of providing engineering services for intersection improvements, including but not limited to traffic signals, drainage improvements, turn lanes, bike lanes, sidewalks. CED's design group has provided the safest and most cost-effective solutions for PBC's infrastructure needs. CED's has 13 Work Task Orders (WTO) issued to date, with two intersections nearing construction completion, two others awaiting contractor bids, two more pending the Final Submittal, and all other assignments are well underway in the design submittal process. Sample projects include:

- Clint Moore Road and Jog Road. Project reconfigures existing lane assignments on the east to add a WB through lane, widens existing pavement to provide additional WB through lane on the west side of the intersection, and extends the EB to NB left lane. The project also consists of milling and resurfacing, signing and pavement markings and drainage improvements.
- Hypoluxo Road & Jog Road. The project reconfigures existing lane assignments, extends the third WB through lane across the intersection, and replaces the existing span wire mounted traffic signal with a new mast arm mounted system.
- The project also consists of milling and resurfacing, signing and pavement markings, drainage improvements and utility coordination.
- Palmetto Park Road and Lyons Road. This project consists of adding a third through lane in both the NB and SB direction through the intersection, extending left turn lanes and signalization upgrades. The conceptual design includes preparing preliminary roll plot plans, typical sections and preliminary cost estimate.
- Linton Blvd and Jog Road. This project consists of extending the WB dual left turn lanes by pavement widening and milling and resurfacing. The work also includes signing and pavement markings and signal loop replacement.



Tab 7

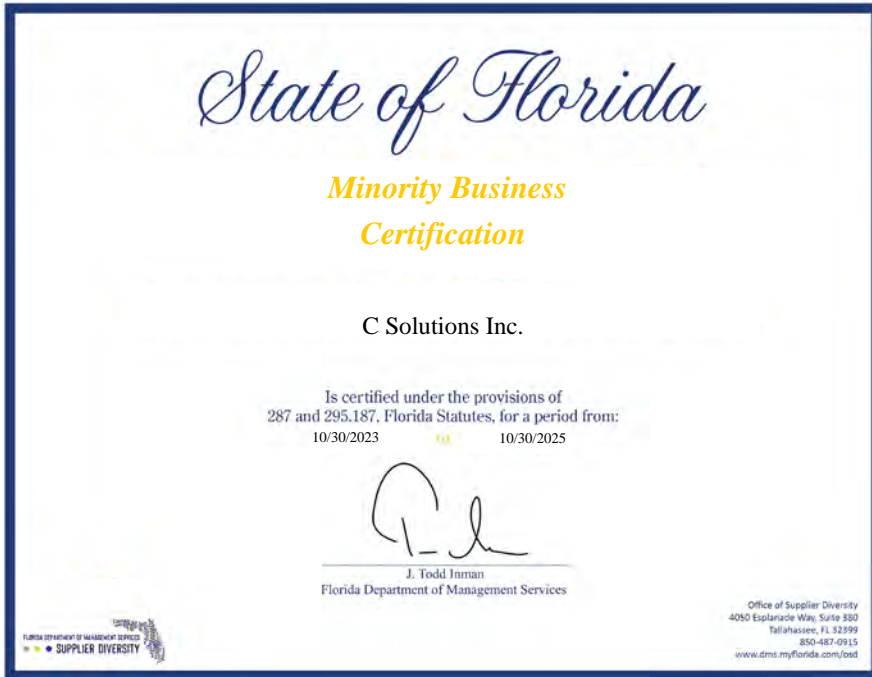
Certified Minority Business Enterprise

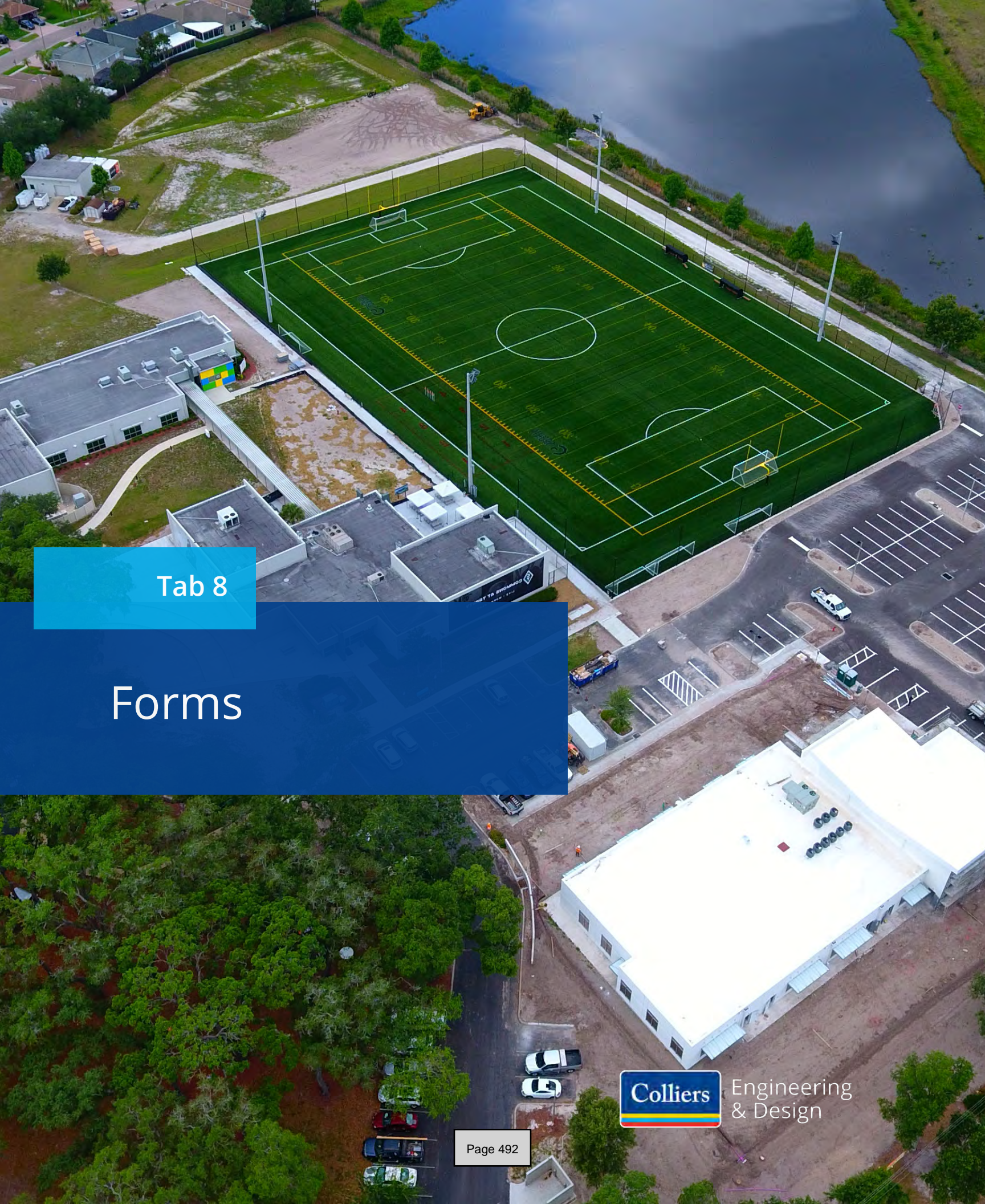


Engineering
& Design

This section is N/A for CED.

However, we strive to continue to work with our current minority/small business firms to support their growth. For example, we have included C Solutions as a key member of our team. They are a minority owned and certified local small Business Enterprise by the State of Florida.





Tab 8

Forms



Engineering & Design

FIRM ACKNOWLEDGEMENT

Submit RFQ's to: Town Clerk's Office
Town of Highland Beach
3614 South Ocean Blvd.
Highland Beach, FL 33487
Telephone: 561-278-4548

RFQ Title: "CONTINUING PROFESSIONAL CONSULTING SERVICES (CCNA)"
RFQ Number: 24-001

RFQ Due: January 10, 2024, NO LATER THAN 2:00 P.M. (LOCAL TIME)

Proposals will be publicly opened and recorded for acknowledgement of receipt, unless specified otherwise, on the date and time indicated above and may not be withdrawn within ninety (90) days after such date and time.

All Contracts entered as a result of this RFQ shall conform to applicable sections of the Town Charter and Town Code of Ordinances.

Name of Firm: Colliers Engineering & Design

Federal I.D. Number: 22-2651610

A Corporation of the State of Florida

Telephone No.: 877.627.3772

Mailing Address: 7284 W Palmetto Park, Rd, Ste 201-S

City / State / Zip: Boca Raton, FL 33433

Email Address: luis.costa@collierseng.com



Authorized Signature
Principal Associate

SERVICES TO BE CONSIDERED - PLEASE CHECK OFF EACH TO BE PROVIDED

Civil Engineering

Water/Wastewater/Stormwater

Architecture

Landscape Architecture

Geotechnical

Transportation

Mechanical/Electrical/Plumbing

Other Services (Please list below)

Engineering Peer Plan Review, Right of Way Engineering, Traffic Engineering,

Electrical Engineering, Construction Engineering Inspection (CEI), Construction Management,

Geographic Information Systems (GIS), Grant Assistance & Management, Structural Engineering,

Utility Coordination & Design, SUE Services, Environmental Permitting and Engineering

CONFIRMATION OF DRUG-FREE WORKPLACE

Preference shall be given to businesses with drug-free workplace programs. In order to be considered having a drug-free workplace program, the Firm shall:

- 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 employees 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, and 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 bid 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 bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or 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.



Authorized Signature
Principal Associate

PALM BEACH COUNTY INSPECTOR GENERAL

ACKNOWLEDGMENT

The Firm is aware that the Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of this contract, and in furtherance thereof may demand and obtain records and testimony from the Firm and its subcontractors and lower tier subcontractors.

The Firm understands and agrees that in addition to all other remedies and consequences provided by law, the failure of the Firm or its subcontractors or lower tier subcontractors to fully cooperate with the Inspector General when requested may be deemed by the Town to be a material breach of this contract justifying its termination.

Colliers Engineering & Design

FIRM NAME

By: 
Luis Costa, PE

Title: Principal Associate

Date: 1/10/2024

**CERTIFICATION PURSUANT TO FLORIDA
SECTION 287.135, FLORIDA STATUTES**

I, Luis Costa, PE, Principal Associate in behalf of Colliers Engineering & Design certify
Print Name and Title Company Name

That Colliers Engineering & Design does not:
Company Name

1. Participate in a boycott of Israel; and
2. Is not on the Scrutinized Companies that Boycott Israel List; and
3. Is not on the Scrutinized Companies with Activities in Sudan List; and
4. Is not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; and
5. Has not engaged in business operations in Syria.

Submitting a false certification shall be deemed a material breach of contract. The Town shall provide notice, in writing, to the Contractor of the Town's determination concerning the false certification. The Contractor shall have ninety (90) days following receipt of the notice to respond in writing and demonstrate that the determination of false certification was made in error. If the Contractor does not demonstrate that the Town's determination of false, certification was made in error then the Town shall have the right to terminate the contract and seek civil remedies pursuant to Florida Statute § 287.135.

Section 287.135, Florida Statutes, prohibits the Town from: 1) Contracting with companies for goods or services in any amount if at the time of bidding on, submitting a proposal for, or entering into or renewing a contract if the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, F.S. or is engaged in a boycott of Israel; and

2) Contracting with companies, for goods or services over \$1,000,000.00 that are on either the Scrutinized Companies with activities in the Iran Petroleum Energy Sector list, created pursuant to s. 215.473, or are engaged in business operations in Syria.

As the person authorized to sign on behalf of the Contractor, I hereby certify that the company identified above in the section entitled "Contractor Name" does not participate in any boycott of Israel, is not listed on the Scrutinized Companies that Boycott Israel List, is not listed on either the Scrutinized Companies with activities in the Iran Petroleum Energy Sector List and is not engaged in business operations in Syria. I understand that pursuant to section 287.135, Florida Statutes, the submission of a false certification may subject the company to civil penalties, attorney's fees, and/or costs. I further understand that any contract with the Town for goods or services may be terminated at the option of the Town if the company is found to have submitted a false certification or has been placed on the Scrutinized Companies with Activities in Sudan list or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List.

Colliers Engineering & Design
COMPANY NAME


SIGNATURE

Luis Costa, PE
PRINT NAME

Principal Associate
TITLE

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

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 the Town of Highland Beach (the "Town") by:
Luis Costa, PE, Principal Associate

(Print individual's name and title)

For: Colliers Engineering & Design

(Print name of entity submitting sworn statement)

Whose business address is:

7284 W Palmetto Park, Rd, Ste 201-S

And (if applicable) its Federal Employer Identification Number (FEIN) is: 22-2651610

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement:
_____)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), FLORIDA STATUTES, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), FLORIDA STATUTES, means a finding of guilt, 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. A predecessor or successor of a person convicted of a public entity crime; or
- b. an entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one (1) 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 (1) person controls another person.

A person who knowingly enters a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding thirty-six (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 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).

X Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

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

_____ The entity submitting this sworn statement, or one (1) 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 Bidder list. (Attach a copy of the final order)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICE FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 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.

Date: 1/10/2024
5th pc

[Signature]
Signature

STATE OF FLORIDA

COUNTY OF Palm Beach County

The foregoing instrument was acknowledged before me this 10th day of January, 2024, by, Luis Costa as Principal Associate (title) of Colliers Engineering & Design (name of company), on behalf of Colliers Engineering & Design, Inc. (type of entity).

✓ who is personally known to me, ✓ who produced FL Driver License as identification, who did take an oath, and who acknowledged before me that he executed the same freely and voluntarily for the purposes therein expressed, in physical presence.

[Signature]
Signature

Luis Costa, PE Ethan C. Lawrence
Print Name



NOTARY PUBLIC - STATE OF FL
My Commission Expires: 09/06/2027
Commission No.: HH 440890

ADDENDA ACKNOWLEDGEMENT

TOWN OF HIGHLAND BEACH, FLORIDA

RFQ TITLE: **“CONTINUING PROFESSIONAL CONSULTING SERVICES (CCNA)”**

RFQ NO.: 24-001

DATE SUBMITTED: 1/10/2024

We propose and agree, if this submittal is accepted, to contract with the Town of Highland Beach, in the Contract Form, to furnish all material, means of transportation, coordination, labor and services necessary to complete/provide the work specified by the Contract documents.

Having studied the documents prepared by: The Town of Highland Beach

We propose to perform the work of this Project according to the Contract Documents and the following addenda which we have received:

ADDENDUM	DATE	ADDENDUM	DATE
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

X NO ADDENDUM WAS RECEIVED IN CONNECTION WITH THIS RFQ

**RFQ No.: 24-001
CONTINUING PROFESSIONAL CONSULTING SERVICES (CCNA)**

SCHEDULE OF SUB-CONSULTANTS

The Undersigned Respondent proposes the following major subcontractors for the major areas of work for the Project. The Respondent is further notified that all sub-consultants shall be properly licensed, bondable and shall be required to furnish the Town with a Certificate of Insurance in accordance with the contract general conditions. This page may be reproduced for listing additional sub-consultants, if required. **if not applicable or if no-sub-consultants will be used in the performance of this work, please sign and date the form and write "Not-Applicable" or "NONE" across the form.**

<u>Name of Sub-Consultant</u>	<u>Address of Sub-Consultant</u>	<u>License No.:</u>	<u>Contract Amount</u>	<u>Percentage (%) of Contract</u>
C Solutions, Inc	500 NE 4th ST STE 100, Fort Lauderdale, FL 33301	27885	TBD	15%
2GHO	1907 Commerce Lane, STE 201, Jupiter, FL 33458	LA0000530	TBD	15%

Signature  Date: 1/10/2024
 Title/Company Principal Associate / Colliers Engineering & Design, Inc.

Owner reserves the right to reject any sub-consultant who has previously failed in the proper performance of an award, or failed to deliver on time contracts in a similar nature, or who is not responsible (financial capability, lack of resources, etc.) to perform under this award. Owner reserves the right to inspect all facilities of any sub-consultant in order to make a determination as to the foregoing.

REFERENCES FOR Colliers Engineering & Design

(NAME OF FIRM)

1. Reference/Contact Name:

City of Holmes Beach, 5801 Marina Drive, Holmes Beach, FL 34217

Mr. Sage Kamiya, PE, PTOE, Superintendent of Public Works / City Engineer

Professional Services Performed:

Various Task Work Orders for General Engineering Contract

Phone: 941-708-5800 ext. 245

Fax: 941-708-5812

E-Mail: skamiya@holmesbeachfl.com

2. Reference/Contact Name:

Borough of Englewood Cliffs, 482 Hudson Terrace, Englewood Cliffs, NJ 07632

Russ Porrino, Planning Board President

Professional Services Performed:

Appointed Planning Board Engineer & Planner

Phone:

Fax: 201-569-4356

E-Mail:

Office: 201-569-4356 ext. 442

rporrinopb@englewoodcliffsnj.org

Mobile: 201-741-7937

3. Reference/Contact Name:

Palm Beach County, 2300 N. Jog Road, West Palm Beach, FL 33411

Maroun Azzi, PE,

Professional Services Performed:

PBC Intersection Improvements Annual Services Contract

Phone: 561-684-4150

Fax: 561-233-1768

E-Mail: MAzzi@pbcgov.org



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
2/24/2023

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

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

PRODUCER Ames & Gough 859 Willard Street Suite 320 Quincy, MA 02169	CONTACT NAME: PHONE (A/C, No, Ext): (617) 328-6555 FAX (A/C, No): (617) 328-6888 E-MAIL ADDRESS: boston@amesgough.com
INSURER(S) AFFORDING COVERAGE	
INSURER A : Berkshire Hathaway Specialty Insurance Company NAIC # 22276	
INSURED Colliers Engineering & Design, Inc. dba Maser Consulting* 101 Crawfords Corner, Suite 3400 Holmdel, NJ 07733	INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :

COVERAGES CERTIFICATE NUMBER: 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 <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y / N If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liab.			47-EPP-326918-01	2/25/2023	2/25/2024	Per Claim Limit 1,000,000
A	Professional Liab.			47-EPP-326918-01	2/25/2023	2/25/2024	Aggregate Limit 1,000,000

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

All Coverages are in accordance with policy terms and conditions.

***NAMED INSURED INCLUDE:**

Colliers Engineering & Design Inc.; Colliers Engineering & Design CT,P.C.; Colliers Engineering & Design/Maser Consulting Inc.; Colliers Land Services, LLC; Colliers Engineering & Design Inc dba Colliers Project Leaders; Colliers Engineering & Design Inc. dba Bolton Perez & Associates Inc.; Colliers International Group Inc.; Colliers International Holdings USA Inc.; Colliers International USA, LLC; Colliers Project Leaders USA NE, LLC; Bergmann Architectural Associates, Inc.; Bergmann Associates, Architects, Engineers, Landscape Architects & Surveyors, D.P.C (also referred to as Bergmann, DPC); Bergmann Engineering Associates, Inc.; Bolton Perez & Associates Inc.; Gorton & Partners LLC; KFW Management LLC dba KFW Engineers & Surveying; KFW SEE ATTACHED ACORD 101

CERTIFICATE HOLDER

Evidence of Insurance

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
Jared Maxwell



Engineering & Design

Colliers Engineering & Design is a trusted provider of multi-discipline engineering, design and consulting services providing customized solutions for public and private clients through a network of offices nationwide.

For a full listing of our office locations, please visit colliersengineering.com

1 877 627 372

*Civil/Site • Architecture • Traffic/Transportation • Governmental • Survey/Geospatial
Infrastructure • Geotechnical/Environmental • Telecommunications • Utilities/Energy*

RFQ NO. 24-001

**CONTINUING PROFESSIONAL ENGINEERING,
ARCHITECTURAL, LANDSCAPE
ARCHITECTURAL, SURVEYING AND MAPPING
CONSULTING SERVICES (CCNA)**

Due: JAN 10, 2024 @ 02:00 PM



Submitted By:
Craig A. Smith & Associates
1425 E. Newport Center Drive
Deerfield Beach, FL 33441
561 314 4445
ssmith@craigasmith.com

Submitted to:
Town of Highland Beach
Town Clerk's Office
c/o Skender Coma
3614 S. Ocean Blvd.
Highland Beach, FL 33487

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1 – Letter of Interest

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4 – Approach To Project Management (20 points)

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1 – Letter of Interest



January 10, 2024

Town of Highland Beach
Clerk's Office
3614 South Ocean Boulevard
Highland Beach, FL 33487

**RE: Request for Proposals – RFQ No. 24-001
Continuing Professional Engineering, Architectural, Landscape Architectural, Surveying And mapping
Consultant Services
CAS Proposal No. 0334**

To the Members of the Evaluation Committee,

We are pleased to present Craig A. Smith & Associates (CAS) as a responsive and qualified contender for your RFQ No. 24-001 - Continuing Professional Engineering, Architectural, Landscape Architectural, Surveying and Mapping Consultant Services.

For over 43 years, our presence in the Florida engineering landscape has been defined by **seasoned expertise** in civil/utility engineering, utility locating, surveying, and construction management, solidified by our **team of committed professionals** operating from our Deerfield Beach headquarters.

Our firm is **well-versed** in the needs of South Florida's municipalities, a result of decades spent fine-tuning our services to match the evolving requirements of communities like yours. **At CAS, we take pride in our personalized approach; we don't just see projects, we see partnerships.**

We believe the best outcomes are born from **collaborative efforts**. It's about **working side-by-side with you**, leveraging our team's skill to find cost-effective solutions that fit within your timeframe and budget. You'll find a detailed account of our approach in Section 4-Approach to Project Management of this proposal—it's where we lay down our blueprint for success.

Currently, we're in the final stages of various projects and ready to take on new assignments. Our leadership is adept at **aligning our talent where it's needed most**, gearing up for the demands of upcoming tasks with all the necessary gear and know-how. Our promise of adequate staffing is no small talk; **you can count on us to bring the right people to the table for your projects**, as outlined in Section 2-Personnel Qualifications.

Executive Summary

CAS is a 43-year-old established Civil/Utility Engineering, Utility Locating, Surveying, and Construction Management firm, licensed in the State of Florida and headquartered at **1425 E. Newport Center Drive, Deerfield Beach, FL 33442**. CAS overall has **43+ dedicated staff members** consisting of registered professional engineers, registered professional surveyors and the balance of staff, including CADD personnel, certified field representatives, utility locators, administrative, clerical and accounting personnel, to provide the Town with all necessary professional services required for all listed projects. The CAS Team **understands the scope of work** requested by the Town and has extensive experience in performing such duties. CAS has **completed many similar projects** for municipal clients in South Florida over the past four decades. CAS specializes in serving South Florida governments and understands the needs of such communities. We are a **client-oriented** firm, and our emphasis is on providing personalized service.



954.314.4445



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port Center Drive
ach, FL 33442



www.craigasmith.com



Our local municipal clients include: City of Sweetwater, Village of El Portal, Town of Davie, Town of Golden Beach, City of Sunny Isles, City of Hallandale Beach, Town of Pembroke Park, City of Lauderhill, Sunshine Water Control District, City of Margate, City of Oakland Park, City of Deerfield Beach, City of Belle Glade, City of Moore Haven, Glades County, City of Okeechobee, Hardee County, Okeechobee Utility Authority.

General Approach & Methodology

We provide **long-term relationship-based engineering services** to our clients. Our philosophy is to work with the Town's staff to provide the best possible services and solutions to complete the project cost-effectively and within the Town's budget and schedule. CAS provides a team approach while making the Town's staff an integral part of that team. The engineering design and any recommendations will be developed in the most **cost-effective manner** to achieve successful satisfactory results for all assignments. The CAS philosophy utilizes a phased approach towards assisting the Town in the development and implementation of capital improvement projects. These components are defined in detail in Section 4- Approach to Project Management.

Firm's Current Workload

CAS is currently reaching completion on many projects and is available to accept new projects. The CAS Management Team will assign responsibilities to survey crews, utility locating crews, staff engineers, subconsultants and construction management and supporting staff as needed. All staff members involved in each assigned project will be provided with the proper resources, equipment and tools to perform the assigned work. CAS ensures that it maintains adequate staff to perform the work assigned and is able to increase staff, as needed, due to its experience and reputation in the industry. The CAS team is ready to allocate the necessary staff and resources and to work with the Town in accomplishing its goals as per contract requirements.

Continuity of Staff

CAS has been in continuous practice for over four decades. The Town will have the advantage of knowing that many of our assigned key staff have managed and designed similar projects for coastal communities in the Tri-County area. Our internal company culture has created an environment for staff to excel and experience satisfaction. CAS is proud to state that the current average employee tenure is over 12 years. The Town of Highland Beach will have the advantage of knowing that our assigned staff will be there **throughout the duration of this contract and beyond** to offer continued knowledge as well as experience to serve the Town's interests.

The CAS Team

Mr. Stephen C. Smith, P.E., President will serve as the *Contract Director/Principal-In-Charge*. He is authorized to make representations for the firm and will ensure the necessary resources are provided for the duration of the contract. Mr. Smith can be reached at (954) 815-4111 or via email at ssmith@craigasmith.com. **Mr. Orlando A. Rubio, P.E., Vice President of Engineering** will be the *Project Manager/Engineer of Record* for all roadway/stormwater/drainage projects for the duration of the contract. Mr. Rubio can be reached at (954) 815-5911 or via email at orubio@craigasmith.com. **Mr. Daniel Shonk, P.E., Project Manager** will be the acting Project Manager/Engineer of Record for all water/wastewater projects for the duration of the contract. Mr. Shonk can be reached at (954) 815-9109. Both Mr. Rubio and Mr. Shonk will be supported by our experienced professionals in survey, engineering, utility locates and construction management disciplines. In addition to our CAS staff, the following sub-consultants will provide the additional professional disciplines and support which will be necessary to fulfill the scope of work. The sub-consultants are as follows: **Radise International, LLC** for geotechnical and material testing services, **Smith Engineering Consultants, Inc.** for electrical engineering services, **Florida Technical Consultants** for GIS services, **Justin Architects, Inc** for Architecture, **Cotleur & Hearing** for Landscape Architecture, **Scalar Consulting Group, Inc.** for Traffic Engineering. CAS is a full-service engineering firm and shall provide other major services "in-house" such as, overall project coordination, survey, utility locating, master planning, utility engineering design, cost estimating, permitting, grant funding assistance, bidding assistance, utility coordination, construction management and funding coordination,





etc. The CAS Team is also knowledgeable in the latest state, local regulatory requirements. In addition, CAS always strives to provide “value-added” services to clients such as our state-of-the-art 3D Radar Tomography scanning technology and Drone Aerial Imagery capability. The CAS Team is composed of quality and experienced local South Florida firms, retaining previous similar project experience. **CAS, if selected for the contract, will commit to perform the work and to meet any project time and budgetary requirements as required.**

Why Select CAS?

We believe we are the best firm to perform the requested services because **CAS has successfully completed and implemented numerous multi-disciplined projects related to roadway, stormwater/drainage, water and wastewater for other similar South Florida coastal municipalities. We provide comprehensive solutions due to our breadth of expertise based on years of experience. In addition, CAS has established long-term relationships with the local regulatory agencies and permitting staff in Palm Beach County. We retain personnel who have a proven track record, to perform on time and within budget.** The CAS Team can provide all necessary disciplines required to complete any project assigned by the Town. In addition, a number of subconsultants have **previous project experience with the Town of Highland Beach.**

Stephen C. Smith, P.E., President, is authorized to bind CAS to the commitment herein, and will personally assure the adequacy of resources and the dedication necessary to fulfill the Town's requirements. We are prepared to embark on this journey with the Town of Highland Beach and eagerly anticipate the opportunity to discuss how CAS can bring value and expertise to your crucial projects.

Choosing CAS is not just about ticking boxes; it's about enlisting a firm that has a tried-and-true portfolio spanning a variety of projects. We have mastered the art of delivering solid results within tight deadlines and budgets. It's about the impact we know we can make.

CAS would be honored to have the opportunity to work with the Town of Highland Beach in this capacity and look forward to favorable consideration.

Sincerely,

CRAIG A. SMITH & ASSOCIATES

Stephen C. Smith, P.E.
President



2 – Personnel Qualifications (25 points)



Craig A. Smith & Associates

Engineers • Surveyors • Subsurface Utility Engineering
3D Subsurface Imaging • Utility Coordination

2 – PERSONNEL QUALIFICATIONS

At our firm, we take immense pride in the strength of our team, a seasoned group of professionals who collaborate seamlessly due to their extensive prior experience working together. This cohesive unit has honed its ability to anticipate each other's strengths and leverage collective expertise, resulting in a highly efficient and synchronized workforce. The shared history of collaboration not only fosters a positive work environment but also significantly enhances the quality and speed of project delivery. Our team's familiarity with each other's working styles allows for quick decision-making and ensures that our clients receive the utmost value from a group that operates as a unified force.

Moreover, our firm boasts a wealth of experience in executing projects within the tri-county area, showcasing a comprehensive understanding of the local landscape and regulatory nuances. The team's familiarity with the unique challenges and opportunities in coastal communities positions us as a standout choice for projects in the area. Notably, our extensive track record includes successful endeavors in the Town of Highland Beach, where our subcontractors have previously collaborated on various projects. This localized experience adds an extra layer of expertise to our offerings, enabling us to provide unparalleled insight and efficiency in navigating the specific requirements of the Highland Beach community. With our experienced team and a history of successful projects in the tri-county area, we are well-equipped to surpass expectations and deliver exceptional results.

For more detailed information for key CAS team staff, please see attached organizational chart and resumes.

TOWN OF HIGHLAND BEACH

CRAIG A. SMITH & ASSOCIATES

* CIVIL ENGINEERS * SURVEYORS * UTILITY LOCATORS *

Stephen C. Smith, P.E.

President

CONTRACT DIRECTOR/
PRINCIPAL-IN-CHARGE

Daniel E. Shonk, P.E.

Project Manager

WATER/WASTEWATER UTILITY - PROJECT
MANAGER/ENGINEER OF RECORD

Orlando A. Rubio, P.E.

Vice President of Engineering

STORMWATER/ROADWAY - PROJECT
MANAGER/ENGINEER OF RECORD

*KEY STAFF ARE HIGHLIGHTED IN
YELLOW

SURVEY & MAPPING

Robert D. Keener, PSM
Vice President - Survey

David Lookabill
Survey Coordination
Manager

William Kalbach, PSM
Project Manager - Survey

Donald Drake
Crew Chief

David Raines
Crew Chief

SUBSURFACE UTILITY ENGINEERING (UTILITY LOCATES)

James F. Driscoll
Director Utility Locates

Alan Lopez
Locates Supervisor

WATER/WASTEWATER UTILITY ENGINEERING

Daniel Shonk, P.E., S.I.
Project Engineer

Greg Giarratana
Senior Supervising Engineer

Keith Schriener
Project/Field Engineer

CONSTRUCTION MANAGEMENT

Todd V. Larson
Project Manager-
Construction

William Tanto
Senior Field
Representative

David Miller
Senior Field
Representative

STORMWATER/ROAD WAY ENGINEERING

Orlando A. Rubio, P.E.
VP Engineering

Frank Vilar, P.E.
Senior Supervising Engineer

Al Caruso, E.I.
Project Engineer

GEOTECHNICAL & MATERIAL TESTING

**RADISE International,
LLC.**
(Subconsultant)

GIS SERVICES

**Florida Technical
Consultants, LLC.**
(Subconsultant)

TRAFFIC ENGINEERING

**Scalar Consulting Group
Inc.**
(Subconsultant)

ELECTRICAL ENGINEERING

**Smith Engineering
Consultants, Inc.**
(Subconsultant)

LANDSCAPE ARCHITECTURE

Cotleur & Hearing
(Subconsultant)

ARCHITECTURE

Justin Architects
(Subconsultant)



Craig A. Smith & Associates

Engineers • Surveyors • Subsurface Utility Engineering
3D Subsurface Imaging • Utility Coordination

2 – PERSONNEL QUALIFICATIONS

KEY CAS PERSONNEL

CONTRACT MANAGEMENT

CAS Staff: Stephen C. Smith, P.E.

- Contract Negotiation & Administration
- Allocate Staff & Resources for Assigned Projects
- Initial Project Planning & Scheduling
- Project Quality Assurance & Control
- Develop Fee Proposal for each Project
- Project Management Support
- Town Commission Presentations

ENGINEERING DESIGN – STORMWATER/DRAINAGE & ROADWAY

CAS Staff: Orlando A. Rublo, P.E., Frank Villar, P.E., Al Caruso, E.I.

- Project Planning & Conceptual Design
- Project Design (Stormwater/Drainage System)
- Hydraulic Modeling
- Regulatory Permitting
- Contract Document Development
- Cost Estimation and Budget Support
- Bidding & Contract Award Services
- Stormwater/Flood Management
- Stormwater Pollution Prevention Plans

ENGINEERING DESIGN – WATER/WASTEWATER UTILITIES

CAS Staff: Daniel E. Shonk, P.E., Greg Glarratana, Kelth Schrlner

- Project Planning & Conceptual Design
- Project Design (Water Treatment, Wastewater Treatment, Water Distribution, Wastewater Collection & Conveyance)
- Hydraulic Modeling
- Regulatory Permitting
- Contract Document Development
- Cost Estimation and Budget Support
- Cost/Benefit Analysis
- Bidding & Contract Award Services
- Process Water & Wastewater Evaluations

CONSTRUCTION MANAGEMENT

CAS Staff: Orlando A. Rublo, P.E., Daniel E. Shonk, P.E.

- Schedule Pre-Construction Meeting
- Establish Construction Schedule
- Schedule Construction Progress Meetings
- Shop Drawing Review
- Project Cost & Schedule Control
- Grant Administration
- Daily Coordination with Contractor & Field Inspectors
- Pay Application Review & Approval
- Review & Approve Change Orders (as n



Craig A. Smith & Associates

Engineers • Surveyors • Subsurface Utility Engineering
3D Subsurface Imaging • Utility Coordination

**2 – PERSONNEL
QUALIFICATIONS**

SURVEY

CAS Staff: Robert Keener, P.S.M., William Kalbach, P.S.M., David Lookabilll

- Allocate Survey Crews
- Conduct Survey
- Develop Topographic/Boundary, Right-of-Way, Utility Survey
- Legal Description & Easement Recording
- Coordinate with Utility Locating Crews

SUBSURFACE UTILITY ENGINEERING (UTILITY LOCATES) (AS NEEDED)

CAS Staff: James F. Driscoll, Alan Lopez

- Vacuum Potholes
- Electromagnetic Induction (EM) for tonable utilities
- 2-D Ground Penetrating Radar (GPR)
- 3-D Radar Tomography Scanning

CONSTRUCTION OBSERVATION & FIELD INSPECTION

CAS Staff: Todd V. Larson, William Tanto, David Miller

- Provide Inspection of Materials
- Provide Inspection during Construction
- Provide Daily Construction Log
- Field Adjustments/Trouble Shooting
- Process Contractor Payments/Change Orders
- Develop Final Punch List
- Certification of Work/Permit Close-Out
- Project Close-Out

CAS TEAM (SUBCONSULTANTS)

GEOTECHNICAL & MATERIAL TESTING SERVICES

RADISE International. LC.

Key Staff: Sasidhar R. Aylthi, P.E., Akash Bissoon, P.E., Kumar Allady, P.E.

ELECTRICAL ENGINEERING

Smth Engineering Consultants

Key Staff: Larry Smith, P.E., Steve Hockman

GIS SERVICES

Florida Technical Consultants, Inc.

Key Staff: James Barton, P.E., Teresa, Chapman

Experienced In working with the Town of Highland Beach

ARCHITECTURAL SERVICES

Justin Architects, P.A., (formerly Cartaya & Associates)

Key Staff: Carlos Justiniano, Justin Justiniano,



Craig A. Smith & Associates

Engineers • Surveyors • Subsurface Utility Engineering
3D Subsurface Imaging • Utility Coordination

2 - PERSONNEL QUALIFICATIONS

LANDSCAPE ARCHITECTURE

Coteleur & Hearing, LLC.

Key Staff: Robert J. Coteleur, ASLA, PLA, Donaldson E. Hearing, PLA, ASLA, LEED AP, Daniel T. Sorrow,
PLA, AICP, LEED AP BD+C, ISA-CA

Experienced in working with the Town of Highland Beach

TRAFFIC/TRANSPORTATION ENGINEERING SERVICES

Scalar Consulting Group, Inc.

Key Staff: Jim Clark, Marla Missena



Stephen C. Smith, P.E.

President

Mr. Smith has over 37 years of experience in the engineering, survey and utility construction fields.

Mr. Smith's responsibilities include management of daily business operations for a 40+ member civil engineering and surveying firm with gross sales of \$5+ million. He oversees all areas of business including engineering, surveying, construction management services, subsurface utility engineering, accounting and human resources. Specifically, Mr. Smith also oversees all transportation/roadway and stormwater projects including studies, reports and design. He ensures proper allocation of resources, staffing, financial management, quality control and timely project completion.

Selected Relative Experience:

Andrews Avenue Widening and Intersection Improvements - Broward County, Florida. Responsible for the roadway widening and stormwater design improvements from Cypress Road to Racetrack Road, including intersection improvements at McNab Road and Racetrack Road. Performed project management for construction observation services.

Bliscayne Boulevard Widening and Intersection Improvements - Miami-Dade County, Florida (FDOT District 6). Responsible for the roadway widening and stormwater design improvements from NE 163rd Street to 203rd Street, including intersection improvements.

Utility Master Plan, Design and Construction Management for Town Wide 6 Phase Stormwater Improvement Plan and Water Main Replacement - Town of Golden Beach, Miami-Dade County, Florida. Responsible for the master planning, project management, resource allocation, scheduling, budgeting and quality assurance of the stormwater and watermain and utility undergrounding design. Also responsible for the project management of the stormwater and water main construction and implementation.

Stormwater Master Plan, Design and Construction Management for City Wide Priority Based Stormwater Improvement Plan - City of Oakland Park, Broward County, Florida. Responsible for the master planning, project management, resource allocation and quality assurance of the stormwater design, as well as the project management of the stormwater construction and implementation.

Stormwater Master Plan, Design and Construction Management for City Wide 6 Phase Stormwater Improvement Plan - City of Sweetwater, Miami-Dade County, Florida. Responsible for the master planning, project management, resource allocation, scheduling, budgeting and quality assurance of the stormwater design, as well as the project management of the stormwater construction and implementation.

Areas of Expertise

- Project Management
- Quality Assurance/Quality Control
- Stormwater Master Planning, Design, Implementation & Management
- Roadway Design & Management
- Resource Management
- Project Scheduling
- Project Budgeting
- Constructability Review

Education

- Auburn University, Auburn, Alabama
Bachelor of Science, Civil Engineering 1988
- Auburn University, Auburn, Alabama
Bachelor of Science, Building Construction - 1986

Licensure

- Florida Licensed Engineer
PE48914

Affiliations

- Florida Engineering Society (FES)
- American Society of Civil Engineers (ASCE)
- Florida Institute of Consulting Engineers

Employment with CAS: 34 yrs
Employment with other firms: 3 yrs



Areas of Expertise

- Project Management
- Hydrology/Hydraulics
- Computer Modeling
- Stormwater Master Plan
- Climate Change Sea Level Rise Design
- Environmental Resource Permitting
- State of Florida Appropriations Grants
- SRF Loan
- FEMA Hazard Mitigation Grant Program
- FEMA Pre-Disaster Mitigation Competitive Grant Program
- FDEP – S319 Grant Program
- Estimating/Bidding Services
- Construction Management
- Constructability Reviews
- NPDES
- Municipal Site Plan Reviews

Education

- (AA)Miami-Dade College
- (BSCE) University of Florida
- FDEP – Qualified Stormwater Management Inspector (#7638)
- CEU's – On going

Licensure

Florida Licensed Professional Engineer – PE No. 48265

Employment with CAS: 21 yrs

Employment with other firms or government agencies: 13 yrs

Orlando A. Rubio, PE

Vice President
Engineering Department



Mr. Rubio has over 35 years of experience in the engineering field with a primary focus in the water resources engineering.

Mr. Rubio is responsible for the development of project scopes, stormwater master plans, State & Federal Grant applications, advanced stormwater modeling using ICPR, Hydraflow, & HEC-RAS modeling software programs, construction plans of roadways, land development projects, various surface water management systems in accordance with established criteria, engineering principles, and normal construction practices; development of environmental resources permit packages; and permit agency coordination. He performs construction management and conducts field & office visits with clients, permitting agency staff, and other project coordination as necessary. Mr. Rubio has conducted plan and engineering reviews for compliance for municipal clients and comes from a regulatory background from the South Florida Water Management District and Broward County Water Resources Division.

Selected Relative Experience:

City of Sweetwater Stormwater Improvements (Phase I, IIA, III, & IV) - Miami-Dade County, Florida. As Engineer of Record, designed and permitted stormwater improvements within an area of significant historical flooding concerns. Improvements included the design of stormwater gravity collection systems with 8 stormwater pumping stations designed by other CAS staff. Performed computer modeling for each phase. Provided construction engineering services as requested by the City's CEI firm.

City of Sweetwater Stormwater Improvements (Phase IIB) - Miami-Dade County, Florida. As Engineer of Record, designed and permitted stormwater improvements within an area of significant historical flooding concerns. Applied for and obtained grant funding for project via FEMA-PDMCG. Improvements included the design of stormwater gravity collection systems with 2 stormwater pumping stations designed by other CAS staff. Performed computer modeling for this phase. Will provide construction engineering services as requested by the City's CEI firm.

Okeechobee County Southwest Drainage Improvements - Okeechobee County, Florida. As Engineer of Record, designed and permitted stormwater improvements in accordance with the CAS-developed master plan within an area of significant historical flooding concerns. Obtained FEMA HMGP funds for project. Provided construction management services and project certification.

Ranch Lakes Estates Stormwater Improvements (Phases I, II, & III) - Moore Haven, Florida. Design and permitting of stormwater improvements within an area of significant historical flooding concerns. Applied for and obtained grant funding for project via FEMA-HMGP. Improvements included stormwater gravity collection system and 2 stormwater pumping stations designed by other CAS staff.



Areas of Expertise

- Land Surveying
- Boundary / Topo
- Control Surveys
- Utility Surveys
- 3D Radar Tomography
- GPS
- Platting
- Route Surveys
- Legal Descriptions
- Plat Reviews
- Laser Scanning
- Crew Supervision
- Technical Reviews
- Scheduling & Productivity
- Flood Elevation Certificates

Education

- Associates of Art, Atlantic Community College
- CEU's - On going

Licensure

- Professional Surveyor & Mapper, Florida #LS4846

Affiliations

Florida Surveying and Mapping Society (FSMS)

Employment with CAS: 27 yrs
Employment with other firms: 17 yrs

Robert D. Keener, P.S.M.

Vice President
Survey / Geomatics



Mr. Keener has 45 years of experience in the survey, engineering and utility construction fields.

Mr. Keener has been employed with CAS since April of 1995. He began his career at CAS as a Project Surveyor, advancing to Senior Surveyor and Mapper In charge of surveying in a satellite office and advanced to Vice President in 2005. Mr. Keener will serve as Principal Surveyor for all surveys and will coordinate all survey activities with various disciplines as needed. He has previously performed plat reviews for municipal clients. Mr. Keener holds a Florida Surveyors and Mappers License and is a member of the Florida Surveying and Mapping Society of Florida.

Selected Relative Experience:

595 Express Subsurface Utility Engineering and 3D Radar Tomography - Broward County, Florida. Served as Principal Surveyor for the 3-Dimensional Subsurface Utility Engineering (3D SUE) project completed for the FDOT at the Interstate 595 reversible lanes project in Broward County, Florida. Oversaw the reestablishment of horizontal and vertical control, the mapping of utility surface markings and utility excavation holes, as well as Radar Tomography utilized in various areas along the entire route. Also performed all quality control and quality assurance for the project.

Seacoast Utility Authority: Northlake Boulevard/US-1 Water & Sewer Force Main Replacement - Town of Jupiter, Florida. Served as Principal Surveyor for route survey along Northlake Boulevard and US-1 (approximately 2.8 miles), including identification of right-of-way, property lines, above ground improvements, utility easements, tree survey, cross sections and subsurface utility engineering (utility locates). Mr. Keener performed quality control and quality assurance for the project.
Golden Beach Drive & Collins Avenue - Town of Golden Beach, Florida. Principal Surveyor for the route survey within the rights-of-ways of Golden Beach Drive, out to the three islands and along Collins Avenue (SR A1A) for drainage improvements due to major flooding issues; total roadway reconstruction, undergrounding of all utilities; water main replacement and miscellaneous surveys, as needed. Route spanned approximately three miles. Surveying also included all city parks and a beach pavilion.

Town of Golden Beach Stormwater Improvements Phase III and IV - Golden Beach, Florida. Survey, utility locates, design consistent with Stormwater Master Plan, permitting, cost estimating, construction management and observation, survey for record drawings, testing, startup and certifications through project close-out for the construction of a stormwater submersible master pump station, 14,500 linear feet of drainage pipe and pressure main (16"-72" diameter), 205 drainage structures and 7 outfalls to provide drainage with **Hydrodynamic Separators (Downstream Defenders)** for water quality treatment and a **Tideflex Checkmate Valves** for tidal backflow prevention purposes.

City of Moore Haven Stormwater System Improvements, Moore Haven, Florida. Planning, survey, utility locates, design, permitting bidding assistance and construction management and inspection services for The Ranch Lakes Estates Improvements Project for the City of Moore Haven which consisted of the construction of a gravity stormwater drainage system along with two master stormwater pump stations including force mains and canal dredging. Construction included the installation of 7,103 linear feet of HDPE drainage pipe ranging in diameter from 15-inch to 48-inch, 1,044 linear feet of force main, 76 drainage structures and two duplex stormwater pump stations.

Misc. Flood Elevation Certificates.

Per the close out requirements of various counties and municipalities, Mr. Keener is proficient with the preparation of FEMA Flood Elevation Certificates for all phases of construction.



Areas of Expertise

- Land Surveying
- Boundary / Topo
- Lot Surveys
- Control Surveys
- Utility Surveys
- 3D Radar Tomography
- GPS
- Route Surveys
- Crew Supervision
- Construction Layout
- Quantity Surveys and Calculations
- Utility Coordination
- Directional Drills

Education

- MSI, Port Saint Lucie, Florida – 2011, A.S.
- Indian River Community College, Stuart, Florida – 2006, Survey Law
- Davidson County Community College, Lexington, NC – 1997, AutoCAD 1 & 2
- Guilford Technical Community College, Jamestown, NC – 1988, Civil Drafting and Civil Engineering CAD/CADD

Employment with CAS: 8 yrs
Employment with other firms: 30 yrs

David Lookabill

Survey Coordination Manager
Survey/Geomatics Department



Mr. Lookabill has 39 years of experience in the survey, engineering and utility construction fields.

Mr. Lookabill began his surveying career as a Rod Man quickly advancing to Survey Crew Leader and Survey Coordination Manager. He has varied experience in many facets of surveying. He also has vast experience in utility construction such as directional drilling and fuel pipe line staking and as builts performed across the United States. Mr. Lookabill has been employed by CAS since 2014 as a Survey Crew Leader and promoted to Survey Coordination Manager.

Responsibilities include field management, client field coordination, survey crew management and quality control in the field.

Selected Relative Experience:

Miami-Dade Water and Sewer Department Force Main 604 Replacement, Miami-Dade County, Florida. Surveying within the Rights of Ways of NW SW 113th Place and SW 224th Street east to SW 109th Avenue for sewer force main replacement within heavily populated area. Primary and secondary horizontal control points were established utilizing RTK GPS methods. Vertical control was established by a differential level loop based on Miami-Dade County Benchmarks. Route spanned approximately ¾ miles.

Florida Highway 92 Improvements, Lakeland, Florida. Survey for engineering re-design along Highway 92 from North Galloway Road to North Wabash Avenue. Primary and secondary horizontal and vertical control points were established by “leap frogging” multiple base stations 1.5 to 2 hour sessions and then processed through the OPUS software routine. Boundary monumentation was located by (4) 1-minute observations done in pairs at intervals of at least 3 hours.

Interstate 95 Improvements, Palm Beach County, Florida. Survey for engineering re-design along Interstate 95 in Palm Beach County from Indiantown Road to PGA Boulevard. Primary and secondary horizontal and vertical control points were established by “leap frogging” multiple base stations 1.5 to 2 hour sessions and then processed through the OPUS software routine. Boundary monumentation was located by (4) 1-minute observations done in pairs at intervals of at least 3 hours.

FDOT Weight Station, Martin County, Florida. Survey for construction staking along Interstate 95 in Martin County, Florida, north of Indiantown Road. Horizontal and vertical control points were established by the design survey company contracted by the FDOT and confirmed in the field by tying to local NGS and FDOT monumentation for the purposes of construction layout. Laid out roads, ramps, tapers, swales, ditches, etc.

SFWM Benchmark Recovery, Clewiston, Florida. Project to establish or re-establish vertical control from Clewiston, Florida to the Big Cypress Indian Reservation. First order bench loops were run utilizing differential digital leveling through benchmarks as researched and either verified or re-set. NGS monumentation was utilized for the project.



Craig A. Smith & Associates

Engineers • Surveyors • Subsurface Utility Engineering • 3D Subsurface Imaging • Utility Coordination

Areas of Expertise

- 3D Radar Tomography
- Subsurface Utility Engineering
- Utility Locating
- Ground Penetrating Radar
- Utility Coordination
- Project Logistics
- Complex Field Survey
- Quality Assurance

Education

- Broward Community College
- US Army
- Route Surveying
- Survey & Engineering
- MOT Training
- OSHA Training
- OQ Training

Certifications

- Certified Utility Locator
- Certified GPR Technician
- OQ Training Certification

Affiliations

- National Utility Locating Contractors Association (NULCA)

Employment with CAS: 29 yrs

Employment with other firms:
3 yrs

James F. Driscoll

Director

Subsurface Utility Engineering



Mr. Driscoll has 32 years of experience in the engineering, survey and utility location fields.

Mr. Driscoll serves as the operator and field manager of Radar Tomography projects throughout the United States. Mr. Driscoll coordinates Sunshine State One Call ticket management and locating services for numerous Florida municipalities and privately owned utility companies. He also provides assistance in the performance of electronic designating, layout, and completion of vital soft dig information for vacuum excavation projects. He performs ground penetrating radar surveys for various clients to locate and identify underground facilities. Mr. Driscoll also serves as Division Training Manager and QC Auditor.

Mr. Driscoll has performed over 15,000 G.P.R. surveys and over 20,000 miles of utility surface designating throughout the United States. Additionally, Mr. Driscoll has performed in excess of five million square feet of 3D Radar Tomography scanning projects at various locations throughout the United States. He is proficient with state-of-the-art, traditional, and GPS surveying equipment and is substantially proficient with EM designating equipment, vacuum excavation equipment and various GPR systems with special emphasis on 3D Radar Tomography systems.

Selected Relative Experience:

Town of Davie Public Utilities, Utility Location and Ticket Management Services - Town of Davie, Florida. Mr. Driscoll served as the coordinator overseeing One Call Locates and Ticket Management for one of the largest town-owned utilities in South Florida. Facilities include water, sewer, reclaim, raw water and effluent pipelines. Currently, Mr. Driscoll oversees ticket management and day to day coordination for the Town of Davie.

City of West Palm Beach, Utility Location and Ticket Management Services - West Palm Beach, Florida. Mr. Driscoll served as coordinator overseeing One Call Locates and Ticket Management for city-owned utilities for the City of West Palm Beach. The system includes water, sewer, reclaimed water, raw water, minor power and networked communications. Currently, Mr. Driscoll oversees ticket management of over 7,000 locates annually for the City.

City of Delray Beach Water Utilities, Utility Location and Ticket Management Services - Delray Beach, Florida. Mr. Driscoll serves as the field manager and coordinator overseeing One Call Locates and Ticket Management for this client. The system includes water, sewer, reclaimed water, raw water, effluent. Currently, Mr. Driscoll oversees ticket management of 7,560 locates annually for the City of Delray Beach.



Craig A. Smith & Associates

Engineers • Surveyors • Subsurface Utility Engineering • 3D Subsurface Imaging • Utility Coordination

Areas of Expertise

- Subsurface Utility Engineering
- Utility Locating
- Ground Penetrating Radar
- 3D Radar Tomography
- Utility Coordination
- Utility Construction

Education

- Staking U
- Mala GPR Tech
- EM Theory & Application
- MOT Training
- OSHA Training
- Confined Space Entry

Affiliations

- National Utility Locating Contractors Association (NULCA)

Employment with CAS: 15 yrs

Employment with other firms:

7 yrs

Alan Lopez

SUE Manager

SUE / Utility Locates



Mr. Lopez has 22 years of experience in the utility locating, SUE, survey and utility construction fields.

Mr. Lopez has been employed with CAS since February 2004, starting as a soft dig crew member, and through experience, advanced from utility locator to Senior Locator and Field/SUE Manager overseeing all locating field operations. Mr. Lopez has performed or overseen in excess of 5,000 vacuum soft digs, as well as thousands of ground penetrating radar surveys and utility mapping efforts.

Mr. Lopez is a Certified Underground Utility Locator and GPR Technician. Mr. Lopez is also MOT certified, confined space entry certified and OSHA 10hr Certified.

Selected Relative Experience:

Town of Jupiter Utility Location and Ticket Management Services - Jupiter, Florida. Mr. Lopez has served Field Manager for the Town of Jupiter Sunshine One Call contract since 2015. Currently Mr. Lopez oversees ticket management and day to day coordination for the Town.

Palm Beach County Utility Location and Ticket Management Services - Palm Beach, Florida. Mr. Lopez has served Field Manager for the Palm Beach County Sunshine One Call contract since 2022. Currently Mr. Lopez oversees ticket management and day to day coordination for the County.

City of West Palm Beach Public Utilities, Utility Location and Ticket Management Services - City of West Palm Beach, Florida. Mr. Lopez has served as a utility locator, Senior Locator and Field Manager overseeing One Call Locates and ticket management for the City of West Palm Beach.

Town of Davie Public Utilities, Utility Location and Ticket Management Services - Town of Davie, Florida. Mr. Lopez has served as utility locator and Field/Client Manager for this sprawling utility system. Davie is the largest municipality in Broward County by land area and serves a significant population. Facilities include water, sewer, reclaim, raw water and effluent pipelines. Currently Mr. Lopez oversees ticket management and day-to-day coordination for the Town of Davie.

City of Coconut Creek Utility Location and Ticket Management Services - Coconut Creek, Florida. Mr. Lopez has served Field Manager for this large city-owned utility system since 2003. Facilities include water, sewer, reclaim, and city owned networked communications. Currently Mr. Lopez oversees ticket management and day to day coordination for the City of Coconut Creek.

City of Pembroke Pines - Pembroke Pines, Florida - Mr. Lopez has served as a Utility Locator, Senior Locator and Field Manager overseeing One Call Locates and ticket management for the City of Pembroke Pines.



Areas of Expertise

- Project Management
- Cost Estimating
- Land Surveying – Design & Construction
- Water, Sewer & Gas Pipeline Design
- Sewer Pump Station Design
- Production Well Rehabilitation
- Permitting
- Bidding Services
- Construction Management
- Constructability Reviews
- Feasibility Studies

Education

- (BS Civil Engineering/Surveying) Ohio University

Affiliations

- American Society of Civil Engineers (ASCE)

Licensure

- Florida & Ohio Licensed Professional Engineer – # PE 90263

CAS Employment: 2Yrs

Employment w/Others: 17 Yrs

Daniel E. Shonk, P.E., S.I.

Project Manager/Designer

Engineering Department/Survey Department



Mr. Shonk has over 19 years of experience in the fields of surveying and engineering design of numerous public and private sector utility and infrastructure projects for Utility Companies and the Department of Transportation. He retains extensive experience in the design of water, wastewater systems, master planning, gas pipelines, roadway/drainage, site design/development, production well rehabilitation, construction management and construction field inspection.

Selected Relative Experience:

Egret Wastewater Tri-Plex Lift Station Improvements – City of Hallandale Beach. This project consisted of the conversion of an existing triplex wet pit dry pit wastewater pump station to a triplex submersible lift station. The existing pump station was constructed in 1967 and consisted of three large centrifugal pumps with the largest pump being a 200 HP. The existing structure was converted into a submersible lift station with three 1,800 gpm submersible pumps. The rehabilitation included installing a new influent structure on the east side of the pump station in which the existing 30-inch diameter influent pipe will be exposed into a rectangular open channel type structure. The structure is approximately 20 deep where a mechanical sewage grinder rated at 2,500 gpm was installed on a rail system for easy installation and removal. The structure is enclosed with a concrete top slab with an aluminum hatch to access the mechanical grinder for service and or removal. The project included electrical, control panel and emergency generator upgrades. The total design cost including construction management services is \$426,222 and the construction cost was \$3.5 million.

Septic-to-Sewer Master Plan, Town of Pembroke Park, Florida. The scope of work included the creation of an Updated Wastewater System Master Plan to identify, document and evaluate the Town's existing wastewater management system. CAS will evaluate the existing force main network, identify existing lift stations (a total of 35) and line conditions, capacities and analyze future needs. The updated master plan will outline a systematic phased approach to achieve system reliability, capacity, increased efficiency and identify the infrastructure required to achieve these goals.. Total fees for this project are \$372,490.

Wastewater & Potable Water Improvements, Phase 8 – Hardee County, Florida. The project consisted of the construction of a sanitary sewer & potable water system expansion, sewer & water services, and other appurtenances. CAS provided preliminary engineering, engineering design services, construction plans, project management, permits, bidding services, engineering services during construction and construction observation services during the construction phase of the project and project close-out services. The scope of work includes: The addition of approximately 6,200 feet of 8 inch diameter sanitary sewer mains, gravity sewer and manholes; and 9,700 feet of 10-Inch, 8-Inch, and 6-Inch watermains, and the abandonment and removal of existing septic tanks, conversion of all residences to the proposed sanitary sewer system via sewer laterals, a complete road replacement within the limits of construction in the road, and the restoration of driveway aprons and sod within the right-of-way. All water services were transferred from existing well to the Hardee County Water System.



Areas of Expertise

- Water & Sewer Utility Engineering
- Water Treatment Plant Design
- Wastewater Treatment Plant Design
- Hydraulic Computer Modeling
- Potable Water Wells
- Pipeline Design
- Pump Station Design
- Leachate Treatment
- Land Fill Design
- Construction Management
- Permitting
- Sludge Treatment & Disposal

Education

- Bachelor of Science – Civil Environmental Engineering, Roger Williams University

Affiliations

- American Society of Civil Engineers (ASCE)
- American Water Works Association (AWWA)
- Water Environment Federation (WEF)

Employment with CAS: 25 yrs
Employment with other firms: 20 yrs

Greg A. Giarratana

Senior Supervising Engineer
Engineering Department



Mr. Giarratana has 45 years of experience in the civil and environmental engineering fields, including water and wastewater treatment plant designs, permitting, construction management, certification, troubleshooting existing treatment systems, pump stations, sanitary sewer force mains, collection systems and potable water pipe lines.

Mr. Giarratana has worked in the consulting field specializing in all aspects of water and wastewater engineering since 1977 and has been working with CAS since 1998. Mr. Giarratana is responsible for managing civil and environmental projects including their initial planning, financing, designing, permitting, construction management and certification of completion.

Selected Relative Experience:

Glades County Wastewater Treatment Plant - Moore Haven, Florida. Responsible for design, permitting and construction management for the conversion of an extended aeration activated sludge wastewater treatment plant to an advanced tertiary membrane biological reactor (MBR) treatment plant including a man-made 52 acre wetlands disposal system.

Glades County/CCPWA Industrial Park Sanitary Sewer Improvements, Glades County, Florida. Responsible for design, permitting and construction management of the Glades County Industrial Park Sanitary Sewer Improvements included the installation of a duplex submersible lift station including electrical controls and electrical service to site, as well as, installation of approximately 750 linear feet of 6" force main and 1,180 linear feet of 8" and 10" gravity sewer mains with six (6) manholes.

Wauchula Hills Water and Sanitary Sewer Improvements - Phase IV, Hardee County, Florida. Responsible for design, permitting and construction management of the water and sanitary sewer improvements included approximately 6,125 linear feet of 8" water main and 5,277 linear feet of 8" gravity sanitary sewer including connection to 51 private residences and the decommissioning of septic tanks and potable water wells. This project was funded through a multi-year special legislative appropriation.

Water and Sewer Treatment Plants Including Water Utility Headquarters Building - Wauchula Hills, Hardee County, Florida. Responsible for design, permitting and construction of a wastewater treatment plant and effluent re-use disposal system including off site sanitary sewer installation and six (6) sanitary sewer lift stations. The project included a potable water treatment plant, two (2) potable water wells, and a custom designed 9,000 sq. ft. Utility Department office building.

Lake Region Water Treatment Plant Raw Water & Potable Water Transmission System - Palm Beach County Water Utilities, Florida. Responsible for the design and permitting of 91,200 linear feet of potable water mains to connect the cities of Pahokee, Belle Glade and South Bay to the new Glades Utility Authority's (GUA's) regional water treatment plant. The project includes the design of the raw water piping to seven (7) well sites. The project allowed these three (3) cities to abandon and decommission their antiquated water treatment plants that were utilizing Lake Okeechobee as their water source.



Craig A. Smith & Associates

Engineers • Surveyors • Subsurface Utility Engineering • 3D Subsurface Imaging • Utility Coordination

Areas of Expertise

- Utility Design
- Utility Calculations
- Permitting
- Construction Services
- Cost Estimates
- Feasibility Studies
- Bid Services
- Contract Documents

Education

- University of Central Florida, Orlando, Florida
Bachelor of Science, Civil Engineering 2013

Affiliations

- American Society of Civil Engineers (ASCE)
- Associated Builders and Contractors, Inc. (ABC)

Software Experience

- Excel
- AutoCAD
- ICPR
- GIS

Employment with CAS: 7 yrs
Employment with other firms:
0 yrs

Keith Schriner

Project Engineer
Engineering Department



Mr. Schriner has 7 years of experience in the engineering field with a primary focus in water distribution and sanitary sewer collection and transmission systems.

Mr. Schriner works with staff and clients to help secure project funding through grant and loan programs like USDA, SRF and CDBG programs; specializing in water main, force main, gravity sewer and sanitary lift station designs. He has experience in design (including knowledge of CAD software), estimating, construction observations, construction services and permitting through regulatory agencies like FDOT, FDEP and FL Health Departments.

Selected Relative Experience:

Hardee County - Wauchula Hills Phase 4.0, Water & Sewer Improvements. Wauchula Hills is a very old neighborhood with residences on both well and septic tanks, eventually resulting in high levels of groundwater contamination. The scope of this project includes designing a gravity sewer collection system to tie into an existing system and expanding on an existing water main system to service the rest of the neighborhood.

Okeechobee County - SW 28th Street & 3rd Terrace Roadway Improvements. This particular area of Okeechobee experienced noticeable roadway settlement at fourteen locations along an existing gravity storm system. Custom details were produced to clearly define the scope for each trench restoration area. A valley gutter was also installed in swales to allow runoff to flow into existing inlets and keep water from ponding on driveways.

City of Margate, Lift Station #7 - Margate, Florida.

The Lift Station No. 7 Renovation Project consisted of decommissioning the existing wet pit/dry pit lift station and reinstalling a new wet well and valve vault; including the installation of all SS piping inside the proposed wet well, relining existing structures, force main replacement, water service, fencing, and upgrading the electrical equipment, control panel and SCADA system. This project is a continuation of a design that was done in 2008 and CAS was tasked to update the current design plans to today's standards. The total cost for updating the existing engineering plans was \$54,932 and includes the force main replacement scope extension, survey, contract documents, permitting, bidding and construction services.

City of Margate, Lift Station #21 Renovation - Margate, Florida. The project consisted of retrofitting an existing wet well/drywell lift station into a lift station with submersible pumps inside a 25' x 35' easement. The scope included installing a retaining wall to flatten the site, decommissioning the existing drywell, removing and replacing the existing wet well cone with a straight wall section, and relining the interior walls with a cementitious coating. Due to limited space, the valve vault was eliminated and all valves/fittings which would normally be inside a vault were installed above ground.



Areas of Expertise

- Project Management
- Design Review
- Code Conformance & Enforcement
- Grant Application
- Grants Management
- Utility Operations
- Utility Coordination
- Sediment and Erosion Control
- Emergency Management

Education

- University of Tampa- BS in Chemistry and Marine Science
- University of Tennessee – Graduate School Chemistry
- Drinking Water Treatment Operations
- Wastewater Treatment Operation
- FEMA NIMS Training Level 100, 200, 300, 400,700,800.
- OSHA Training
- CEU's

Licensure

- Florida Licensed Water Treatment Plant Operator 5083A
- Florida Licensed Wastewater Treatment Plant Operator 6341B
- Level 1 and 2 Code Enforcement Certified
- Certified Advanced Erosion and Sediment Control Inspector

Employment with CAS: 3 yrs
Employment with other firms: 42 yrs

Todd V. Larson

Project Manager
Engineering Department



Mr. Larson has 45 years of experience relating to public improvement projects and private development projects. Private development experience include start to finish, Design Review Committee, development fee calculations, zoning and code plan review, site inspections and review of certifications by engineer of record.

Mr. Larson's municipal project experience includes grant application, grant management, project management and project close out experience. He has worked on grant projects using enterprise funds, county parks, surtax and MPO grants, FDOT and FDEP grants, CDBG grants, FEMA disaster recovery and PDMA grants and USDA Rural Development grants.

Selected Relative Experience:

Town of Pembroke Park, Broward County, FL – Public Services Director
Supervised the operations of the roads and streets, utilities department, building department, parks department, engineering, zoning and code enforcement departments. Performed plan reviews for engineering, zoning and general interests of the town. Served on the Development Review Committee. Supervised and performed inspections for utilities and zoning. Calculated Town impact fees, engineering fees and made recommendations for changes in fees and codes to Town Commission. Served on the Town Code of Ordinance Review Committee. Prepared Capital Improvement Plan, recommended priority of projects based on Commission Priorities and applied for appropriate funding sources to fund improvements. Administered the grants, supervised the inspection staff and reviewed to ensure compliance with grant conditions.

Town of Pembroke Park, Broward County, FL–Director of Emergency Operations
As Director of Emergency operations managed the Municipal Emergency Operations Center, applied for grant funding, administered reimbursement and mitigation assistance grants to upgrade Town Stormwater infrastructure to reduce future flood risks. Worked with Town Engineer on appeal of flood maps and adjustments to flood hazard areas.

Town of Pembroke Park, Broward County, FL- Public Works and Utilities Worked with the Town Engineer to develop and implement storm water and waste water master plans. Worked to update master plan as systems were improved and additional needs were discovered. Reviewed plans to make sure improvements were only on public Rights of Way and prioritized projects based on life safety and getting the most improvement for each dollar spent. Applied for and obtained funding, administered grants and managed projects for compliance.

City of South Bay, Palm Beach County, FL – Utilities Director Operated and Managed Water and Wastewater Treatment Systems. Obtained grant funding, managed improvement projects and planned to maintain compliance. Served as Chief Building Official and coordinated reviews and inspections.



Craig A. Smith & Associates

Engineers • Surveyors • Subsurface Utility Engineering • 3D Subsurface Imaging • Utility Coordination

Areas of Expertise

- Utility Coordination
- Subsurface Utility Engineering
- Project Logistics
- Record Research
- Inter-Departmental Coordination
- Utility Construction
- Constructability Reviews
- Scheduling & Productivity

Education

- Atlantic Vocational Technical Center
 - Architectural and Mechanical Design/Drafting
 - Carpentry
 - AutoCadd #12
 - Microstation #95
 - Computer A++ CADD Centers of Florida
 - MicroStation to ACad
 - Autodesk Civil 3D

Certifications

- FDOT – Construction OSHA Awareness Safety Training
- Barges Safety
- Concrete & Masonry Construction
- Confined Spaces
- Crane Safety
- Demolition of Structures
- Earth Moving Equipment & Motor Vehicles
- Electrical Safety
- Excavation & Trenching
- Fall Protection
- Hazardous Materials
- Hearing Protection
- Material Hoists, Personnel Hoists & Elevators
- Personal Protective Equipment
- Recognition & Avoidance of Unsafe Conditions
- Scaffolding Safety
- Working Safely in Work Zones
- FDOT Construction, Qualifications
- Construction Math
- Construction Plan Reading
- Critical Structures Construction Issues
- Earthwork Inspection
- Pipe Placement Inspection
- Portland Cement Concrete Testing, Placement & Control
- Subgrade & Base Inspection
- Utility Relocation, Clearing and Grubbing, Miscellaneous Concrete, Structure Inspection
- Asphalt Paving Inspection
- Landscape Inspection Seminar
- Structure 1
- Asphalt Plant Inspection
- Auger Cast Pile Inspection
- Mechanically Stabilized Earth Wall Inspection

Certifications

- FDEP Stormwater Erosion & Sedimentation Control Inspector No. 15102

Employment with CAS: 26 yrs

**Employment with other firms:
2 yrs**

William Tanto

Senior Field Representative / Utility Coordinator



Mr. Tanto has over 28 years of experience in the engineering design, permitting, construction and utility locates fields. He has been employed by CAS for 24years.

Responsible for a variety of Engineering Design and Project Coordination tasks included but not limited to conceptual stormwater management, conveyance design, land development site design, project permit application and exhibit preparation, construction observation, contract documents, utility coordination with existing utility owner, utility review and mark ups, and as-built record research. Mr. Tanto is responsible for allocating projects and resources to the departments or individuals. His work involves providing the deadlines as well as the resources that are required to complete project construction on time to the assigned personnel. He coordinates with all the departments in carrying out the project in the required time.

Selected Relative Experience:

SW 31st Street Stormwater Improvements - Town of Pembroke Park, Florida. Project Field Representative/Utility Coordinator for the installation of 2,050 linear feet of roadway improvements including pavement markings and signage, and approximately 1,800 linear feet of exfiltration trench. Also assisted department managers with final review, punch list and final approval.

Court House, Three-Dimensional Radar Tomography Study - Broward County, Florida. Project Utility Coordinator which includes contacting all utility owners for existing utility documentation, field investigation, video and photographs of utility locations. Prepare and maintain project schedule. Assist department managers in managing project work flow.

FDOT/LAP Project, Roadway Widening, Milling & Resurfacing with Minor Improvements - Village of El Portal, Florida. CEI for the Village of El Portal which included approval of materials, construction observation, on-site material quantities, as-built review and completing FDOT forms and documents for final review and approval.

Wastewater Pump Station No.3 & Gravity Sewer Improvements – Bal Harbour Village, Florida. Senior Field Representative/Utility Coordinator for the installation of a new triplex wastewater pump station including an electrical controls building and approximately 1,350 linear feet of 18” gravity sewer. Responsibilities included construction observation/inspection, resolving conflicts, contractor claims and assisting department and project managers with final review, punch list and final approval.

Stormwater System Improvements – City of Moore Haven, Florida. Senior Field Representative/Utility Coordinator for the installation of two master duplex stormwater pump stations including 1,044 linear feet of force main, 7,103 linear feet of HDPE drainage pipe (15-inch to 48-inch) and 76 drainage structures. Also assisted department managers with final review, punch list and final approval.



Craig A. Smith & Associates

Engineers • Surveyors • Subsurface Utility Engineering • 3D Subsurface Imaging • Utility Coordination

Areas of Expertise

- Project Management
- Cost Estimating
- Water and Sewer Pipeline Design
- Sewer Pump Station Design
- Stormwater Management Systems Design
- Permitting
- Bidding Services
- Construction Management
- Constructability Reviews

Education

- (AA) Miami-Dade College
- (BS Civil Engineering) Florida International University
- (MS Environmental Engineering) Florida International University

Licensure

- Florida Licensed Professional Engineer – # PE55459

Employment with CAS: 8 yrs

Employment with other firms:
20 yrs

Frank Vilar, P.E.

Senior Supervising Engineer
Engineering Department



Mr. Vilar has 28 years of professional experience managing and designing numerous public and private sector projects throughout the South Florida region. Extensive experience in the design of water and wastewater systems, design of drainage and storm water management systems, site design and development, permitting through various South Florida Regulatory Agencies, preparation of contract documents and bid specifications and construction management and inspections.

Selected Relative Experience:

SW 2nd Street Drainage Improvements, City of Pompano Beach, FL: Provided engineering services for proposed drainage improvements within the project limits of SW 2nd Street between Dixie Highway and Cypress Road, SW 1st Avenue between SW 2nd Street and Atlantic Blvd, SW 1st Terrace and SW 1st Court between SW 2nd Street and S. Cypress Road, located in Pompano Beach, FL. The project site experiences flooding during even small storm events. After meeting with City staff to discuss the flooding problems experienced in the project area, it was decided that proposed drainage improvements for the project area would include a combination of new swale systems and new exfiltration trenches where feasible. The proposed drainage improvements will also use two existing drainage outfalls discharging to the Pompano Canal system (C-14) which currently serve the project limits. Estimated construction costs are \$900,000.00. Professional services included engineering drainage analysis, preparation of civil engineering plans, cost estimating, permitting, preparation of contract documents and assistance during bidding, shop drawing review, construction observation management services during construction and certification through project closeout

Lake Osborne Estates WM Improvements PH I, City of Lake Worth, FL: The Lake Osborne Estates Phase I service area is comprised of approximately 228 residences served by existing asbestos cement water mains varying in size from 3" to 8". The majority of the existing water mains and water services are located in the rear of the properties, past their useful life expectancy and provide inadequate fire protection. The proposed improvements will include installation of approximately 16,400 linear feet of new PVC water main varying in size from 4"-8" in diameter and will improve fire protection and pressures to the neighborhood residences. Proposed improvements will also include the abandonment of existing water mains and the relocation of water meters and services from the rear of the residential lots to the front of the lots. Existing ACP water mains will be capped, grout filled and abandoned in place. Estimated construction costs are \$1.8 million. Professional services included design, community outreach services (by subconsultant), permitting, preparation of bid documents. Construction services were also provided and included shop drawing reviews, review and approval of pay requests, general construction management, periodic inspections to review Contractor installation of proposed work and final certification to all regulatory agencies.

Indian Trails Improvement District 140th Ave N. & Tangerine Blvd Roadway Improvements, Palm Beach County, FL: Provided engineering services for construction of two existing roadways within the Indian Trails Improvement District. The first project area included roadway re-alignment, roadway paving and grading, roadway widening, sidewalk improvements and drainage improvements to the 140th Ave. N. corridor between 60th ST N. and Orange Blvd (approximately 0.98 miles). The new roadway drainage system on 140th Ave included swale systems on both sides of the reconstructed roadway interconnected with a series of catch basin inlets and pipes and conveyed to discharge at the existing ITID Canal system. The second project area included roadway re-paving and minor roadway re-grading to the Tangerine Blvd corridor between 140th Ave. N. and Avacado Blvd (approximately 0.45 Miles). The existing drainage system on Tangerine Boulevard was in functional condition and was not modified as part of the project scope. Estimated construction



Areas of Expertise

- Project Management
- Utility Design
- Utility Calculations
- Permitting
- Construction Services
- Cost Estimates
- Feasibility Studies
- Utility Master Plans
- Stormwater Master Planning, Design, Implementation and Management
- Grant Applications
- FEMA Pre-Disaster Mitigation Competitive Grant Program
- Constructability Review
- Scheduling & Productivity
- Bid Services and Contract Documents
- Certifications/Closeouts
- Phase I Environmental Audits

Education

- Middlesex County College Edison, New Jersey Associates Degree - Engineering Technology 1978

Registration

- Engineering Intern - New Jersey

Employment with CAS: 26 yrs
Employment with other firms: 10 yrs

Albert J. Caruso, E.I.

Project Engineer
Engineering Department



Mr. Caruso has 36 years of experience in the engineering design, permitting and construction management fields and is involved in the project from conception to completion.

Mr. Caruso is responsible for the development of due diligence/feasibility studies, Phase I Environmental Reports, preliminary engineering reports, and stormwater and utility master plans. Mr. Caruso is also responsible for the implementation of water, sewer, force main and stormwater projects from design to permitting with local, state and federal agencies to project management services during construction. He prepares funding applications for FEMA-PDMC, USDA, CDBG and ISTE grant programs. Mr. Caruso reviews projects for cost effectiveness and value engineering. He is also responsible for project coordination with clients, municipalities, contractors and permitting agencies to ensure that the project meets its financial goals and within the scheduled timeframe. Mr. Caruso prepares project cost estimates, budgets, bidding services, close-out packages and certifications.

Selected Relative Experience:

Design and Project Management for Town-Wide, Six Phase Stormwater Improvement Plan and Water Main Replacement - Town of Golden Beach, Florida. Responsible for the stormwater and water retrofit engineering design, Miami-Dade County DERM/HRS permitting and cost estimating. Also responsible for the project management of the stormwater and water main construction, implementation, and certifications.

City of Sweetwater Stormwater and Pump Station Improvements (Phase IIB N&S) - Sweetwater, Florida. Survey, utility locates, FEMA grant applications, planning, design, cost estimates, preparation of construction plans and contract documents, permitting, bidding assistance, construction management and full-time resident construction observation services, survey as-builts and certification through project close-out. The 65-acre basin area is located in the southern part of the City known for historical, repetitive flooding. Both projects consist of a stormwater collection system that converges into a duplex pumping station (28 HP @ 6,048 GPM). The runoff is then discharged via a shared force main with an outfall at the SFWMD C-4 Canal. Collectively, the project included 100 drainage structures with Hydrodynamic Separators (Downstream Defenders) for water quality treatment, 9,760 linear feet of drainage pipe ranging in size from 15-inch to 72-inch, 1,050 LF of 30-inch and 36-inch DIP force main, and road and landscape restoration.

Stormwater and/or Utility Master Plan - Town of Golden Beach/Bal Harbour Village/City of Lighthouse Point/Town of Pembroke Park/City of Oakland Park/ City of Sweetwater, Florida. Responsible for the overall conceptual design of utility rehabilitation and improvements for the above-mentioned Municipalities. Also responsible for the information gathering, database preparation, preliminary cost estimating, prioritization of future projects, mapping and narratives.

Village of Biscayne Park Stormwater Master Plan, Biscayne Park, Florida. The Stormwater Master Plan was a comprehensive report to define priority areas, determined corrective actions required to resolve flooding conditions and established a level of service. The Master Plan also included a comprehensive survey base map for the entire village including stormwater modeling and the design of five stormwater networks that would take into account future sea level rising. The stormwater systems were developed using best management practices while addressing water quality and water quantity concerns. The estimated total cost of the village's stormwater improvements were estimated at \$13.08 Million.

Larry M. Smith, P.E.
Principal Electrical Engineer



West Palm Beach, Florida
(561) 616-3911 ext. 202
(561) 818-3600

Larry@SmithEngineeringConsultants.com

Professional Profile

Larry has over 35 years of experience as an electrical engineer in the areas of electric utilities, water and wastewater utilities, solid waste, water control structures and pump stations, airport electrical systems, architectural projects, telecommunications, roadway, sports field, and specialty lighting. He demonstrates skills in engineering and design, project management, client relations, and staff administration.

Software Skills

AutoCAD, MicroStation AGI32 and Microsoft Office.

Education

BS - Electrical Engineering, Florida Atlantic University, 1987

Post Graduate Research - Electrical Engineering (Telecommunications), Florida Atlantic University, 1987-1988

Licenses/Certifications

Florida P.E. No. 45997
North Carolina P.E. No. 033663
Technical Assistance Analyst, Florida No. T-0828

Awards

Florida Engineering Society,
Outstanding Service to the
Profession 2010-2011

Florida Engineering Society,
Engineer of the Year 2007 - 2008

Professional Societies

Florida Engineering Society, State
President 2017-2018

Institute of Transportation
Engineers, Gold Coast Chapter

American Society of Civil Engineers,
Palm Beach Chapter

Years with SEC:

24

Years of Experience:

35

Project Experience

Town of Palm Beach, D-9 & D-10 Stormwater Pump Stations— Electrical and mechanical design for two (2) stormwater pump stations within the Town of Palm Beach. These pump stations consisted of submersible, electric motor operated pumps. A backup diesel generator was designed at each pump station to provide power for full pumping capacity. Reduced-voltage motor starters were designed to reduce the starting inrush current for the large electric motors. The electrical design included the main electrical service and distribution, control, lighting, and instrumentation. The telemetry system was designed to provide for automation, and remote control and status monitoring, for the pump stations.

Northern Palm Beach County Improvement District, PGA Central Pump Station:

Electrical and mechanical design for the refurbishment of an existing stormwater pump station. This pump station consisted of three (3) diesel operated pumps that were replaced with new electric motor operated pumps. A backup diesel generator was designed to provide power for full pumping capacity. Reduced-voltage motor starters were designed to reduce the starting inrush current for the large electric motors. Mechanical design included the ventilation of the main electrical room, and plumbing. The electrical design included the main electrical service and distribution, control, lighting, and instrumentation. The telemetry system was designed in accordance with District standards. Prior to design we evaluated the electrical and mechanical systems, including alternatives for refurbishment, prepared cost estimates for the alternatives, and assisted in the preparation of a written report for the District.

City of West Palm Beach Lift Station SCADA Upgrade - Smith Engineering Consultants designed the replacement of the City's existing base station and RTU's that serve over 100 lift stations throughout the City of West Palm Beach. The existing SCADA system was comprised of several different types of RTU's along with proprietary base station software that was not able to accommodate RTU's with an open communications protocol. Therefore, SEC specified a new base station, including both system hardware and software, to allow different types of RTU's to be installed in the field that previously would not have been able to communicate with the base station. We also specified the new RTU's to replace those RTU's at the lift stations that were aging and in need of replacement. This new SCADA system provided the necessary flexibility that helped the City to save operating and maintenance costs by allowing for non-proprietary, lower cost RTU's to be installed throughout their service territory.

Clematis Streetscape 100 & 200 Blocks, City of West Palm Beach, Florida - Electrical engineer of record for the design of the ongoing design-build streetscape project. Responsible for design of electrical systems, including new decorative lighting poles and fixtures, along Clematis Street and Narcissus Ave. The electrical systems include new electrical service and power for vendor receptacles and photoelectric controlled street lights.

City of West Palm Beach Fern Street Lighting - Smith Engineering Consultants, Inc. designed the electrical systems, including new decorative lighting poles and fixtures, for the sidewalks along Fern Street between Tamarind Avenue and South Olive Avenue. The electrical systems included a new electrical service and power distribution for photoelectric controlled street lights. Calculations for the roadway illumination were made in accordance with requirements.

Professional Profile

Steve has extensive experience in design and construction management of roadway lighting and signalization for local, county and FDOT roadways. Some of his experience includes lighting design for signalized intersections, pedestrian crosswalks, sidewalks, express lanes, bridges, landscape and underdeck lighting. In addition to his experience on roadway projects, Steve has substantial experience in the electrical design of water and wastewater treatment facilities, master lift stations, water reuse facilities, pumping stations, operational and maintenance complexes, water control structures, solid waste facilities and normal and standby generation systems.

Software Skills

AutoCAD, MicroStation AGI 32, LitePro, E-TAP, Microsoft Office

Education

2 years- Electrical/Mechanical Engineering-Broward Community College

Licenses/Certifications

Notary Public

Professional Societies

BICSI Telecommunications Association

Years with SEC:

14

Years of Experience:

39

Project Experience

Briney Avenue and Atlantic Blvd Intersection, City of Pompano Beach, Florida

Project manager for design of roadway lighting for approximately 2500 feet of Briny Ave. and the intersecting roadways. Responsible for new turtle lighting poles and fixtures along Briny Ave, Atlantic Blvd. and the side roadways. Photometric calculations for the roadway illumination were made in accordance to FDOT and City of Pompano Beach requirements.

North Flagler Drive Lighting, City of Fort Lauderdale, Florida

Project manager for design of roadway lighting from Andrew Ave. to Sunrise Blvd. Responsible for new decorative type lighting poles and fixtures along N. Flagler Drive. Photometric calculations for the roadway illumination were made in accordance to city requirements.

Atlantic Blvd Lighting, City of Pompano Beach, Florida

Project manager for design of roadway lighting from SE 20th Ave. to A1A. Responsible for new decorative type lighting poles and fixtures along Atlantic Blvd. Photometric calculations for the roadway & sidewalk illumination were made in accordance to FDOT and city requirements.

Clematis Streetscape 100 & 200 Blocks, City of West Palm Beach, Florida

Project Manager for a design-build streetscape project. Responsible for design of electrical systems, including new decorative lighting poles and fixtures, along Clematis Street and Narcissus Ave. The electrical systems include new electrical service and power for vendor receptacles and photoelectric controlled street lights. Plans also include tree up-lighting and power receptacles for holiday lights. Calculations for the roadway illumination were made in accordance with city requirements, and light pole details prepared to match the existing decorative lighting on recently constructed 300 Block project.

Tamarind Avenue Lighting Upgrades, City of West Palm Beach, Florida

Project Manager for design of electrical systems, including new decorative lighting poles and fixtures, along Tamarind Avenue from Banyan Blvd. to Palm Beach Lakes Blvd. The electrical systems included a new electrical service and power distribution for photoelectric controlled street lights. Calculations for the roadway illumination were made in accordance with city requirements, and light pole details prepared for the selected decorative lighting.

Becker Road Sidewalk Lighting, City of Port St. Lucie, Florida

Project manager for design of Phase 2 for approximately 4500 feet of sidewalk lighting. Responsible for electrical systems, including new decorative lighting poles and fixtures along Becker Road. The electrical system included two new electrical service points. Calculations for the sidewalk illumination were made in accordance to city requirements.



Robert J. Cotleur, ASLA, PLA
Senior Landscape Architect, Principal
39 Years of Experience
37 Years Post Registration
 561.747.6336 x101
 E-Mail: rcotleur@cotleur-hearing.com
 1934 Commerce Lane, Suite 1, Jupiter, FL 33458

Education

1984: Ohio State University, Bachelor of Science in Landscape Architecture; Cum Laude Honor Graduate, ASLA Academic Award of Excellence

Professional Experience

Mr. Cotleur has practiced landscape architecture in Palm Beach County for over thirty-nine years. He has developed considerable knowledge of South Florida ecology while participating in numerous planning, design, environmental, and construction administration projects. Over the past 20 years, Mr. Cotleur has come to specialize in FDOT District 4 transportation projects which include the counties of Broward, Palm Beach, Martin, St. Lucie, and Indian River. These projects are his primary focus, and they now account for over 95% of his time. Mr. Cotleur is a recognized expert in transportation landscape architecture, and the Cotleur & Hearing transportation team has also provided landscape architectural services to the FDOT Central Office and the Turnpike.

Mr. Cotleur assisted in the preparation of Landscape Brand Guidelines for both District 4 and the Turnpike, and he recently participated at a state level to assist the FDOT with the enhancement of standard specifications, design manual updates, and plan exhibits. With a design-build background, he also has vast experience with Tree Disposition projects that include Tree Relocation, Preservation, Pruning, and the preparation of Selective Clearing & Grubbing Plans. As the Landscape Architect of Record, Mr. Cotleur was responsible for the landscape design of several notable roadways in South Florida including the I-95 gateway interchanges at I-595, Palm Beach Lakes, 45th St, Blue Heron Blvd, SR-706, CR-708, SR-76, SR-68, SR-70, and SR-60. He also designed the I-75/I-595 interchange in Broward County, the Indian Street Bridge and Jensen Beach Causeway in Martin County, and the entire 27-mile Polk Parkway in Polk County. Most of these high-profile projects had landscape budgets that were between one and six million dollars.

Mr. Cotleur has not only completed a multitude of transportation projects for FDOT but also for many municipalities such as Jupiter, Royal Palm Beach, West Palm Beach, Greenacres, Port St. Lucie, Delray, Margate, and Highland Beach.

Professional Affiliations

State of Florida Registered Landscape Architect # LA0001067 (1985)
 Sigma Lambda Alpha, National Honor Society, Member American Society of Landscape Architects
 Volunteers on the FDOT/FNGLA Liaison Group

Work History

1991 - Present: Principal; Cotleur & Hearing
 1984 - 1991: Landscape Architect/Partner; GBSH Architects, Inc.

Notable Projects

Transportation and Streetscape. Mr. Cotleur was the lead designer for all the projects listed below.

I-75 (Alligator Alley) Environmental Education Project, FDOT District 4 (FM# 437934-2)

Reference: Bann Williams, 954-777-4219

This project is in the heart of the Everglades at the MP 29 rest area on I-75 (Alligator Alley). Site features include a wetland exhibit proposed in what is currently a parking lot, along with an arboretum, boardwalks, observation tower, plazas, passive park, educational and plant ID signage and an oversized alligator sculpture. Cotleur & Hearing designed the landscape features related to the \$12M roadway project as well as the plants and irrigation installed in conjunction with the \$1M stand-alone landscape project to follow. Construction began in the summer of 2021.

I-75 / I-595 Gateway Interchange, FDOT District 4 (FM# 437846-1)

Reference: Vanita Saini, 954-777-4468 / Bann Williams, 954-777-4219

Cotleur & Hearing designed the \$4M landscape, irrigation and hardscape improvements for this interchange, one of the largest in District 4. The design was inspired by the District's Branding theme that emulated the adjacent Everglades and is coined 'Urban Swamp Forest'. The project includes over 4,600 trees and includes curvilinear landscape terrace



Aaron Wilbur, PLA
Project Landscape Architect, Project Manager, Partner
14 Years of Experience,
8 Years Post Registration
 561.406.1011
 E-Mail: awilbur@cotleur-hearing.com
 1934 Commerce Lane, Suite 1, Jupiter, Florida 33458

Education

2010: University of Florida; Bachelor of Landscape Architecture

Professional Experience

Mr. Wilbur began his career at Cottage Gardens Inc, a residential design-build firm located in Gainesville, Florida, in 2009. At Cottage Gardens, Mr. Wilbur functioned as project manager and lead designer. In March 2013, Mr. Wilbur joined the Cotleur & Hearing team and quickly transitioned to the firm's transportation division. Mr. Wilbur is an expert in a multitude of software, FDOT's standards and specifications, and all types of transportation landscape architecture projects, including both roadway component and standalone landscape projects. Mr. Wilbur brings the ability to quickly adapt to new types of projects and challenges. His many years of experience working on FDOT projects, including several In-House Support and Continuing Services contracts, have helped him develop an expertise in FDOT project management as well as the digital delivery and phase submittal processes. He has successfully delivered numerous projects to FDOT on time and on budget. He is also an expert in the south Florida Nursery industry and has significant experience providing construction administration and post-design services, both of which lend to stronger design and plant selection abilities. In January 2019, Mr. Wilbur joined Principal Robert Cotleur as a Partner at the Firm providing continuity in management and ensuring the firm's future success. He currently functions as the contract and project manager for all projects within CH's Transportation Division.

Professional Affiliations

State of Florida Registered Landscape Architect #LA6667229 (2015)

Work History

2015 - Present: Professional Landscape Architect (2019: Partner); **Cotleur & Hearing**
 2013: Landscape Designer; **Cotleur & Hearing**
 2009: Lead Designer and Project Manager; **Cottage Gardens**

Notable Projects

In-House Landscape Architecture Unit Consultant, FDOT District 4

Reference: Bann Williams, 954-777-4219

Mr. Wilbur worked as the Project Manager for the In-House Landscape Architecture Consultant Contract number C9053. His role included assisting with In-house Landscape Architectural tasks, as determined by the District Landscape Architect, such as the design of, and construction administration for, all in-house & push-button landscape projects, maintenance specification review, site inspections & assessments for various roadway & landscape projects, GIS updates of the FDOT GIS database, ODA coordination for violation notices & vegetation removal permits, maintenance agreement reviews, and the development, planning & execution of the D4 wildflower program.

Continuing Services for Landscape Architecture Design, District Wide Contract – FDOT District4

Reference: Kaylee Kildare, 954-777-4219

Mr. Wilbur is the Prime Consultant Contract and Project Manager for the CA239 and CAH36 Continuing Services Contracts. His responsibilities include management of all Task Work Orders assigned including project coordination with sub-consultants, FDOT project managers, and the District Landscape Architect, development of the Scope and Staff Hour Estimate documents, as well as production of Landscape, Irrigation, Tree Disposition, and Selective Clearing and Grubbing Plans for dependent and independent projects.

Notable projects currently in various phases of construction or production include SR 9 at Fellsmere Rd (446040-1), SR 9 at High Meadows Ave (441318-1), SR 9 from Sunrise to SW 10th (433108-7), SR 713 Kings Highway North/South (230256-8, 438041-1), SR 9 at Spanish River/Yamato Rd. (444344-1), and SR 76 Kanner Highway (446033-1). Mr. Wilbur is also the lead landscape inspector for these contracts.

I-95 Express (Phases 3A-1, 3A-2, 3B-1, 3B-2, 3C) – FDOT District 4

Reference: Vanita Saini, 954-777-4468

Mr. Wilbur prepared landscape opportunity and tree relocation concept plans for one of the largest tree relocation efforts in South Florida. He assisted in the development of RFP language for all the major interchanges and mainline areas for these Design-Build projects, located from Hollywood Blvd to Linton Blvd. Mr. Wilbur has also been the lead landscape inspector and ERC reviewer for all 5 phases of the project and provides post-design services including attendance of all meetings, providing inspection services to confirm and track all relocation activities, and reviewing all landscape RFIs, shop drawings, and plan revisions.

I-75 / I-595 Gateway Interchange (– FDOT District 4

Reference: Vanita Saini, 954-777-4468

Mr. Wilbur assisted with the design and plan production for this \$5M interchange landscape, irrigation, and hardscape project located in Broward County. Mr. Wilbur assisted with landscape design and oversaw the plan production and digital delivery of contract documents for all phase submittals. He oversaw the Post Design Services during construction including the review and approval of plant materials, layouts, and shop drawings, attending meetings, and responding to RFIs. He also represented FDOT as the lead inspector during the Two-Year Establishment period and successfully assisted in bringing the almost 200-acre project through to final acceptance.

I-75 Alligator Alley Environmental Education Project (437934-2/3) – FDOT District 4

Reference: Vandana Nagole, 954-777-4281

Mr. Wilbur was the project manager for the highly complex roadway and landscape phases of the Alligator Alley Environmental Education Project, which includes major site reconstruction to build an education center complete with multilevel boardwalks, a 40' observation tower, a functioning wetland exhibit, an arboretum, dog park, multi-use recreation field, multiple unique plazas, sculptures, seating, shelters, and a complete educational signage component. Mr. Wilbur played a major role in many of the design components, especially the educational components and content. Despite additional last-minute scope changes by the Department, Mr. Wilbur was able to fast-track the revisions to successfully delivered the project on time to ensure the project schedule was met.

S.R. 7 Widening Standalone Landscape Project; S.R. 7., Miramar, West Park and Hollywood, FL – FDOT District 4

Reference: July Jimenez, 954-777-4415

As a part of the widening efforts for S.R. 7, the project required the demolition of adjacent properties to allow for the conversion of S.R. 7 to a 6-lane, divided highway with park-like linear retention ponds. Made up of two strung standalone landscape projects, the project limits spanned three municipalities. This required Mr. Wilbur to complete extensive coordination with multiple municipalities while working on the production of the landscape, hardscape, and irrigation plans. Mr. Wilbur had the lead role in the design of the median landscape as well as the landscape design of the new park-like wet and dry retention ponds with multi-use pathways. He also helped navigate a complicated establishment phase and was involved in bringing the project through final acceptance.

I-95 at Oslo Road (CR 606) Interchange (Feb 2015 – Present): District 4, FDOT

Reference: Jeff Roberts, PE (954-777-4648)

Mr. Wilbur serves as the Project Manager for the Landscape Architectural scope for this new I-95 interchange in Indian River County. The project involves the preservation of existing vegetation, tree relocation, landscape terrace wall design and a \$1M Landscape Design Dependent Standalone project to follow the roadway construction. The project proposes to preserve nearly 3.5 acres of native pine flatwood, which required extensive coordination to maximize the storage of the stormwater ponds, while preserving the most valuable stands of existing vegetation.

SR 811 (Toney Penna to Center Street) – Town of Jupiter

Reference: Thomas Driscoll (Public Works Director), 561-741-2215

Mr. Wilbur was the lead designer for the SR 811 median landscape and irrigation project, within the Town of Jupiter. Mr. Wilbur prepared concept plans, construction/bid documents, illustrative graphics, permit documents, specifications, and cost estimates for this streetscape project. He successfully navigated the Town through the construction and establishment phase of the project.

Port St Lucie Blvd (Paar to Darwin), Port St. Lucie, FL – City of Port St. Lucie/ FDOT District 4

Reference: John Dunton, 772-344-4035

Located in Port St. Lucie, the proposed project is comprised of two Dependent Landscape projects and extends the widening of PSL Blvd. south from the Turnpike over-pass to Paar Rd. The projects included the landscaping of the medians to be consistent with the City Beatification Guidelines and included the design of the irrigation system. Mr. Wilbur is the Project Manager for the project and assisted in the design of the proposed landscape and irrigation.



Sasidhar R. Ayithi, P.E. (FL, GA, TX, MI)

RADISE International, L.C.
Lab Manager/ QC Engineer /Sr.
Geotechnical Engineer



Mr. Sasidhar ("Sasi") Ayithi has 20 years of experience in providing Geotechnical, Water Resources, Civil and Environmental Engineering Services including construction inspections, material testing and administration. He has performed services for numerous Water Resources and CEI projects for the South Florida Water Management District (SFWMD), Florida Department of Transportation (FDOT), United States Army Corps of Engineers (USACE) and Broward County Aviation Department.

Mr. Ayithi has served as Project Engineer, QC Engineer, Project Manager and provided project administration for projects involving geotechnical investigation, material testing, inspections and CEI administrations. He is skilled in providing subsurface investigation analysis, design and on-site inspections, quality control and analysis, roadway soil surveys, foundation design, analyses for bridges, Dams, STAs and environmental impact assessment for highway projects. Mr. Ayithi's skills included geotechnical investigations, planning, surveying, technical specifications, design, permitting and construction of new rehabilitation of existing surface water facilities and transportation facilities.

He holds many certifications as noted on this resume.

PROFESSIONAL REGISTRATION AND CERTIFICATIONS

- Professional Engineer #81655 (FL),
- #6201062680 (MI)
- CTQP LBR Technician
- CTQP Aggregate Base Testing Technician
- CTQP Aggregate Testing Technician
- CTQP Concrete Lab Technician - Level 1
- CTQP Qualified Sampler Tech
- ACI Concrete Lab Testing Technician – Level 1
- ACI Concrete Strength Testing Technician
- ACI Aggregate Testing Technician
- ACI Aggregate Base Testing Technician
- USACE Construction Quality Manager
- Certified Nuclear Gauge operator
- Hazmat Refresher

EDUCATION

- M. Tech., Civil Engineering, Indian Institute of Technology (Renowned Engineering Institute)
- B.Tech., Civil Engineering, Nagarjuna University, India

CAPABILITIES

- Geotechnical Engineering
- Water Resources Engineering
- Construction Materials Inspections
- Construction Materials Inspections
- Environmental Impact Assessment
- Environmental Management Systems
- Environmental Pollution Monitoring & Management
- Roadway Soil Survey
- Bridge Structures, Pump Stations, Spillways & Water Control Structure Foundations
- Shallow & Deep Foundation Design
- Lab & Field Testing

TECHNICAL SKILLS

- AutoCAD
- gINT

REPRESENTATIVE EXPERIENCE

Materials Testing Continuing Services Contract, FDOT D4, Districtwide, FL. CMT Lab Manager/QC Engineer - As Prime Consultant for this ongoing contract, providing districtwide materials field and lab testing services.

Materials Lab Verification Testing Continuing Services Contract, FDOT D4, Districtwide, FL. CMT Lab Manager/QC Engineer - For this ongoing contract, providing materials lab verification testing services.

45th Street Bridge over the Florida's Turnpike, West Palm Beach, FL. CMT Lab Manager/QC Engineer - Oversight of the Thermal Pile Cap Monitoring Program for Mass Concrete Placements at the pier and abutment locations for a 3 span bridge, complying with the Project and FDOT Requirements for temperature delta changes.

SR-9/I-95 PD&E, south of High Meadows Road to North of Becker Road, Martin and St. Lucie Counties, FL. QC Engineer - Project included approximately 13 miles of roadway soil survey and testing for drainage features.

I-95/SR-9 PD&E Study, North of Becker Road to south of SR-70, St. Lucie County, FL. CMT Lab Manager/Construction Inspector/QC Engineer - Project included approximately 13½ miles of roadway soil survey and testing for drainage features.

I-95 Additional Auxiliary Lanes from S. of Glades Road to N. of Yamato Road, Palm Beach County, FL. CMT Lab Manager/Construction Inspector/QC Engineer - Project consists of approximately 6 miles addition of 2 auxiliary lanes, 2 new interchanges, 25 bridge expansions and new bridges.

82nd Avenue from South of 26th Avenue to CR 510 (Wabasso Road), Indian River County, FL. Construction Inspector/QC Engineer - Design and construction of four new bridges with drainage improvements and a new roadway along 82nd Avenue in Indian River County. The length of the roadway is approximately 7.5 miles through citrus groves and pasture land.

SR-842 Structure Investigation for Bridge Replacement, Broward County, FL. CMT Lab Manager/Construction Inspector/QC Engineer - Oversight including field exploration/testing and laboratory testing. Construction of two replacement bridges, resurfacing, restoration and rehabilitation, and the replacement of the substandard barrier wall.

Kingfisher Bridge and Bulkhead Walls Replacement. Construction Inspector/QC Engineer - Field investigation and geotechnical recommendations for replacing the existing bridge and bulkhead walls (designed as king-post pile and panel system). The replacement foundation system involved pre-stressed square concrete driven piles.

SR-817(University Drive) from Nova Drive to I-595 Ramp, Broward County, FL - CMT Lab Manager/QC Engineer. Roadway soil survey and structures investigation, testing for drainage features and mast arm design.

I-75 Express Lanes – Segment E, Broward County, FL. Construction Inspector/QC Engineer - Geotechnical engineering services for the improvements along the I-75 (SR9) corridor. The length of the project was about 12 miles from the Miami-Dade County/Broward County line to North of I-595 Interchange in Broward County.

Broward County Mast Arms, Broward Co., FL. CMT Lab Manager/Construction Inspector/QC Engineer- Field exploration/testing and laboratory testing for 20 planned intersections for mast arm traffic signal conversions and pavement improvements. Provided laboratory testing, asphalt core services and pavement evaluation.

Port of Miami Tunnel, Off-Site Sign Structures, Miami, FL. CMT Lab Manager/Construction Inspector/QC Engineer - Geotechnical engineering services to assist in the design of the sign structure foundations.



Akash Bissoon, PE
RADISE International, L.C.
Sr. Geotechnical Engineer



Mr. Bissoon has 15 years of geotechnical engineering experience including providing project management for a wide range of work involving geotechnical, environmental and civil engineering. He is skilled in the preparation of specifications for foundations, roadway work, storm water management systems and water distribution systems.

He is knowledgeable in current FDOT, ASTM and AASHTO standards applicable to design and materials testing, and is skilled at conducting materials investigations through the construction completion-certification stage. He works on projects from the initial modeling- specification stage, through the planning, designing and drafting stages.

Mr. Bissoon has served as a Senior Geotechnical Engineer on projects for clients including the Florida Department of Transportation (FDOT), Broward County Aviation Department, South Florida Water Management District (SFWMD) and the US Army Corps of Engineers (USACE).

PROFESSIONAL REGISTRATION AND CERTIFICATIONS:

- Registered Professional Engineer, Florida #74582
- CTQP Quality Control Manager, Florida Department of Transportation
- CTQP Final Estimates Level 1 & Level 2, Florida Department of Transportation, October 2018
- Qualified Storm Water Management Inspector, Florida Department of Environmental Protection, #16155, May 2007
- Advanced Temporary Traffic Control (TTC), #41524, Florida Department of Transportation, June 2018
- IMSA Traffic Signal Inspector, #124859, December 2018

EDUCATION

- B.S., Civil Engineering Florida Atlantic University, Boca Raton, FL

CAPABILITIES

- Project Management
- Water Distribution Systems
- Engineering
- Roadway Soil Survey
- Stormwater Management
- Systems
- Construction Materials
- Testing
- AutoCAD, ArcGIS, AERMOD View, EPAnet, MathCAD,
- Cascade, gINT, Microstation, FB Deep
- Environmental and
- Geotechnical Modeling
- Estimating
- Client Liaison

REPRESENTATIVE EXPERIENCE

C-44 Reservoir System Discharge located in Martin County, Florida. Project Engineer - As Prime Consultant for this ongoing contract, the work includes providing districtwide materials field and lab testing services.

Lake Hicpochee Dispersed Water Management Plan located in Glades and Hendry Counties, Florida. Project Engineer - As Prime Consultant for this contract, the work includes providing districtwide materials field and lab testing services.

Broward Mobility in Broward County, Florida (FM No.: 433165-1-32-01), research and testing for drainage features. Field exploration/testing and laboratory testing.

SR-817(University Drive) from Nova Drive to the ramp to I-595 in Broward County, Florida (FM No.: 429366-1-52-01), Research and testing for drainage features.

Nottingham & US1 Jack and Bore, West Palm Beach, Florida, geotechnical study to support a Jack and Bore under US1 for the replacement of existing underground utilities along Nottingham Boulevard.

7th Street & CSX RR Jack and Bore, West Palm Beach, Florida, geotechnical study to support a Jack and Bore under the CSX railroad for the replacement of existing underground utilities along 7th Street.

PD&E Study for SR-9/I-95 from south of High Meadows Road to North of Becker Road in Martin and St. Lucie Counties, Florida (FM No.: 422681-1-22-01), approximately 13 miles of research and testing for drainage features.

PD&E Study for I-95/SR-9 from north of Becker Road to south of SR-70 in St. Lucie County, Florida (FM No.: 422681-2-22-01), approximately 13½ miles of research and testing for drainage features.

S-842 (Broward Boulevard) - Structure Investigation for Bridge Replacement, Broward County, FL. Senior Geotechnical Engineer — Oversight including field exploration/testing and laboratory testing. Construction of two replacement bridges, resurfacing, restoration and rehabilitation, and the replacement of the substandard barrier wall.

SR-817(University Drive) from Nova Drive to I-595 Ramp, Broward County, FL. Senior Geotechnical Engineer — Provided roadway soil survey and structures investigation, testing for drainage features and mast arm design.

Broward County Mast Arms, Broward Co., FL. Senior Geotechnical Engineer -- Field exploration/testing and laboratory testing for 20 planned intersections for mast arm traffic signal conversions and pavement improvements. Provided laboratory testing, asphalt core services and pavement evaluation.

I-75 Express Lanes – Segment E, Broward County, FL. Senior Geotechnical Engineer — Provided geotechnical engineering services for the improvements along the I-75 (SR9) corridor. The length of the project was about 12 miles from the Miami-Dade County/Broward County line to North of I-595 Interchange



Kumar A. Allady, P.E.
RADISE International, L.C.
Principal Geotechnical Engineer



Mr. Allady is the Principal/Chief Geotechnical Engineer and founder of RADISE International. He has 30+ years of experience in civil engineering, geotechnical engineering, structural engineering, Instrumentation, construction management, construction engineering & inspection, and construction materials testing. He is a champion of Smart Infrastructure where resiliency and sustainability can be incorporated and measured.

Mr. Allady has served as Principal in Charge, Project Manager and Principal/Chief Geotechnical Engineer on numerous projects for public clients including the United States Army Corps of Engineers (USACE), South Florida Water Management District (SFWMD), the Florida Department of Transportation (FDOT), Palm Beach/Broward/Miami-Dade counties and several local governments, cities and private clientele.

His professional experience includes analysis, design, construction, engineering inspections, quality assurance/quality control, and materials testing of superstructure and substructure elements of civil infrastructure projects. His expertise includes providing Value Engineering, Construction Risk Mitigation, Geotechnical Exploration/Engineering/Support During Construction; Structural Health monitoring, Vibration monitoring studies, Blasting, Excavation/borrow material studies, Dewatering plans and Seepage control/management (pre & post construction), Piezometers & Instrumentation plans and monitoring, Slope Stability Studies, Soil Stabilization and Soil Mixing, Mix Designs, Construction Management and Construction Materials Testing and Inspections.

His projects included cut-off walls, levees, dams, storm water treatment areas, water control structures, culverts, weirs, spillways, pump stations, High-Rise buildings, parking structures, retaining walls, MSE walls, noise barrier walls, high mast lighting, airports, seaports, bridge structures and interchange projects including braided ramps, roadway realignments, widening, pavement design & paving inspections, lane extensions, retaining walls, overhead signs, high mast lighting and mast-arm structures.

PROFESSIONAL REGISTRATION AND CERTIFICATIONS

- Registered Professional Engineer, Florida # 52845

EDUCATION

- Ph.D. Course work and Qualifiers, Ocean Engineering Florida Atlantic University
- M.S., Civil Engineering, Osmania University, India
- B.E., Civil Engineering, Osmania University, India

CAPABILITIES

- Project Management
- Geotechnical Engineering
- Construction Materials Testing
- Construction Engineering Inspection
- Structural Engineering
- Construction Engineering Inspection
- Ocean Engineering
- Quality Assurance/Quality Control
- Water Control Structures
- Peer Review
- Value Engineering
- Database Programming
- Peer Review

REPRESENTATIVE EXPERIENCE

Materials Testing Continuing Services Contract, FDOT D4, Districtwide, FL. Principal in Charge - As Prime Consultant for this ongoing contract, the work includes providing districtwide materials field and lab testing services.

Miscellaneous Geotechnical & Materials Testing and Inspection Services, Florida's Turnpike Enterprise, FL. Principal in Charge - For this ongoing contract, providing geotechnical engineering, materials testing and inspection services.

Florida's Turnpike PDA Testing, Districtwide Contract. Principal in Charge - PDA instrumentation and testing including CAPWAP analysis and pile driving criteria for several Turnpike bridge structures.

SR-842 (Broward Boulevard) - Structure Investigation for Bridge Replacement, Broward County, FL. Principal in Charge – Oversight including field exploration/testing and laboratory testing. Construction of two replacement bridges, resurfacing, restoration and rehabilitation, and the replacement of the substandard barrier wall.

Broward County Mast Arms, Broward Co., FL. Principal in Charge - Field exploration/testing and laboratory testing for 20 planned intersections for mast arm traffic signal conversions and pavement improvements. Provided laboratory testing, asphalt core services and pavement evaluation.

Multiple Roadway Projects, Palm Beach Co., FL. Principal in Charge - Construction Inspection and Construction Material Testing Services: Lyons Road, El Paso Drive, Yearling Drive, Pinto Drive, Rodeo Drive, and other street improvements work. Roadway work included construction material quality control testing on concrete and earthwork for roadway and embankments. Construction inspections were performed for the roadway.

SR-817(University Drive) from Nova Drive to I-595 Ramp, Broward County, FL. Principal in Charge - Provided roadway soils survey and structures investigation, testing for drainage features and mast arm design.

SR-9/I-95 PD&E, south of High Meadows Road to North of Becker Road, Martin and St. Lucie Counties, FL. Principal in Charge - Project included approximately 13 miles of roadway soil survey and testing for drainage features.

I-95/SR-9 PD&E Study, North of Becker Road to south of SR-70, St. Lucie County, FL. Principal in Charge - Project included approximately 13½ miles of roadway soil survey and testing for drainage features.

45th Street Bridge over the Florida's Turnpike, West Palm Beach, FL. Principal in Charge - Oversight of the Thermal Pile Cap Monitoring Program for Mass Concrete Placements at the pier and abutment locations for a three-span bridge, complying with the Project and FDOT Requirements for temperature delta changes.

Northlake Boulevard Bridge over the Loxahatchee Slough, Palm Beach Co., FL. Principal in Charge - Construction Materials testing for MSE wall, embankment backfill, pres-stressed concrete inspections and Embedded Data Collectors and PDA testing and monitoring for prestressed-driven concrete piles of the bridge. Earthwork inspection during embankment construction and in- situ density testing. Laboratory testing, concrete field sampling and inspection of the steel placement and pre-stressed yards of bridge decks and pile foundations.

24th and 25th Street Roadway Improvements and Okeechobee Boulevard Beautification, Palm Beach Co., FL. Principal in Charge - Quality assurance testing for soil and concrete and entry into LIMS software used by FDOT.

Jim Clark is a transportation engineering professional with 40 years of experience in both private and public sectors. He has expertise in transportation engineering, traffic studies, signalization, and complex operational analyses, with a focus on advanced transportation best safety practices, ITS/ATMS, and TSM&O. Jim is internationally recognized for his significant contributions in the development of emerging technologies and practical application of intelligent transportation systems, safety measures and served as the Federal Highway Administration ATMS R&D Team Leader.



YEARS

40 years of experience

LICENSES

Florida Professional Engineer
#67954 (2008)

California Professional Engineer
#31560 (1980)

EDUCATION

M.S. Civil Engineering –
Transportation Engineering,
University of Dayton (1977)

B.S. Civil Engineering, University of
Dayton (1975)

CERTIFICATIONS & COURSES

IMSA Level II Certification

FDOT Design Specifications
Certification

ITS Florida Member, 2008
President (2019)

ITS AMERICA / Intelligent
Vehicle Highway Systems
America, Founding Member
(1993)

SOFTWARE

HCS
ISO 9001 QA/QC
SunGuide
Synchro
TEAPAC
TSIS/CORSIM
VISSIM
Adaptive Control

PROJECT EXPERIENCE

Emerging Safety & Mobility Technologies | Southeast USA
State DOT/Local Agencies

LEAD ITS ENGINEER

Responsible for the deployment of advanced transportation engineering ITS/TSM&O best safety practices. Responsible for the engineering study, evaluation, planning, successful design, and deployment of emerging technologies for improved safety and mobility for all, including quality assurance/compliance with all applicable specifications and policies such as MUTCD, IMSA, FHWA, FDOT standards. Responsibilities included directing, managing and supervising (15+) engineers/technical support staff in the successful planning, design, installation, configurations, support and maintenance of emerging technologies such as, real-time adaptive control, advanced vehicle/pedestrian/bicycle detection, including the successful design and deployment of approximately 600 AI adaptive signal systems throughout Florida, in all FDOT Districts.

US 17-92 Automated Traffic Signal Performance Measure (ATSPM) and Connected Vehicles (CV) Project | Volusia Co, FL

FDOT District 5

LEAD ITS DESIGN ENGINEER TASK MANAGER

Responsible for research, development, design, and delivery of an innovative ITS emerging safety detection technology solution to address ATSPM and scalable future CV interoperability for a third-generation adaptive traffic signal control deployment, including smart signal design to incorporate additional enhanced touchless pedestrian/bicycle detection technology solution to serve as a smart signal for improved safety of all modes.

Districtwide Traffic Operations Studies, ITS | Central, FL

FDOT District 5

SENIOR PROJECT ENGINEER

Responsible for operational analyses, signal warrant studies, signal retiming and pushbutton design efforts, intersection analysis, access management, intersection qualitative assessments, and pedestrian/bicycle safety needs.

I-275 Skyway Bridge Wrong Way Driving/Incident
Detection System | Districtwide

FDOT District 7

SENIOR ITS ENGINEER

Responsible for technical review and oversight of the initial design, developed and proposed an emerging technology enhanced pedestrian detection zone solution robust to detect all roadway objects for improved safety to address initial design limitations.

I-95 Advanced Incident (Queue and Stopped Vehicle)
Warning System Vehicle (CV) Project | Flagler & Volusia
Counties, FL

FDOT District 5

SENIOR ITS ENGINEER & EOR

This project included design of an Advanced Incident (Queue and Stopped Vehicle) Warning System along approximately 20 miles of I-95 in Flagler and Volusia County Florida. Responsible for developing the ITS design plans and specifications package to provide early detection of traffic incidents, such as stopped vehicles or queuing, and transmit/display advanced warning messages on roadside flashing LED beacon warning signs approaching the incident. In addition, per a I-95 truck traffic safety study, the design incorporates emerging technology connected vehicle solution using FDOT SunGuide to provide dissemination of traffic information in vehicle alerts to truckers through Drivewyze GPS software and other third-party software platforms. The goal is to provide ample notification to roadway users of unsafe traffic conditions ahead so that users can take precautionary measures to reduce secondary crashes.

Disney World Boardwalk Hotel Entertainment
Transportation Study, Orlando, FL

Disney Development Corporation

PROJECT MANAGER

Responsible for performing unique and sophisticated traffic operational analyses of the Boardwalk Entertainment and Hotel complex at Disney World by applying advanced technology methods. Developed, analyzed and recommended various transportation strategies to safely accommodate street and curbside operations of auto, bus, shuttle, pneumatic tire roadway train and pedestrian needs.

US 1 Corridor Traffic Simulation Study, Fort Lauderdale,
FL

City of Fort Lauderdale

SENIOR PROJECT ENGINEER

Responsible for conducting a detailed computer traffic simulation study of the heavily congested US 1 corridor. Recommendations for improvements were tested to reduce congestion along the corridor, aid in the reduction of cut-through traffic in the surrounding neighborhood and enhance non-motorized pedestrian and bicyclist safety needs.

I-75 with University Parkway | Sarasota/Manatee
Counties, FL

FDOT District 1

SENIOR ENGINEER

This project included Traffic Adaptive Control for MOT and Final Design of the largest Diverging Diamond Interchange (DDI) in the USA. Responsible for the successful design, deployment, and support of innovative technology solution with emerging real-time traffic signal adaptive control system to safety accommodate all roadway users (vehicles, trucks, pedestrians, and bicyclists) along University Parkway involving 18 signals. At the request of FDOT, successfully delivered advanced AI signal control supporting MOT of nine construction stages and the final design of the DDI interchange at I-75.

Investigation of the Impact of Smart Intersections on
Vehicle- Infrastructure Cooperative Systems (privately
funded research) | Nationwide

Toyota

SENIOR TASK ENGINEER

Responsible for engaging experts among the traffic control industry, the automotive industry, academia and the USDOT to determine the impact of smart intersection traffic control technology concerning Signal Phase and Timing (SPaT) data to support vehicle-infrastructure cooperative systems. Review of signal timing philosophies/ algorithms and the application of SAE standards using 5.9GHz DSRC (SAE J2735) to support interoperability among DSRC applications by using a standardized message set and associated data frames and elements; investigated how adaptive and responsive signal timing changes might influence the predictability of signal phase changes and traffic signal progression to improve safety, including most vulnerable roadway users, such as non-motorized pedestrian/bicyclist needs.

Maria has seven years of experience in Florida Department of Transportation (FDOT) projects statewide. Her design experience includes roadway design, roadway lighting, lighting analysis, signalizations, signing and pavement markings, drainage, utility coordination, and public involvement.



YEARS

7 years of experience

LICENSES

Florida Professional Engineer,
#91295 (2021)

EDUCATION

B.S. Civil Engineering, University
of Florida (2016)

CERTIFICATIONS & COURSES

FDOT Specifications Package
Preparation Training (2022)

Florida Engineering Society,
member (2018)

Florida Engineering Society,
Palm Beach Chapter, State
Director (2023)

IMSAs Roadway Lighting
Technician I (2023)

IMSAs Traffic Signal Technician I
(2023)

IMSAs Work Zone Temporary
Traffic Control Technician
(2022)

SOFTWARE

- AutoCAD
- AutoTURN
- AGI32
- Civil3D
- GEOPAK
- GuideSIGN
- OpenRoads
- MicroStation

PROJECT EXPERIENCE

Continuing Services for Design Projects | Districtwide
FDOT District 4

LEAD SIGNALS & LIGHTING DESIGN

The objective of this contract is to provide services on task work orders (TWOs) assigned with a maximum total contract amount of \$5 million over the span of five years. The TWOs may include design and preparation of a complete set of construction contract plans, component plans, conceptual plans, design documents, special provisions, and incidental engineering services for minor projects including, but not limited to, RRR projects, widening/reconstruction projects, safety projects, access management modifications, intersection improvements, complete streets, ride only, off-system, and intelligent transportation systems (ITS) support. Maria's responsibilities include lighting plans production, signalization plans production, utility coordination, lighting photometric analysis, and local agency coordination.

Lake Worth Road (SR 802) at Haverhill Road | Palm Beach County, FL
FDOT District 4

SIGNALIZATION DESIGN & ENGINEER OF RECORD

This safety improvement project involves turn lane modifications at the existing signalized intersection. Intersection improvements and ADA improvements are proposed for this project located in Greenacres, Florida. Improvements include milling and resurfacing the existing pavement, adding positive offsets for left turn lanes from travel lanes, replacing the mast arm located in the NE corner of the signalized intersection, adding overbuild to mitigate ponding issues, upgrading highway signs, and ADA improvements. Design challenges include a corridor with heavy pedestrian/bicycle traffic and utility coordination with the power companies. Maria's responsibilities included signalization plans production.

SR 802/Lake Worth Road from Raulerson Drive to Douglas Drive | Palm Beach County, FL

FDOT District 4

LIGHTING & SIGNALIZATION DESIGN

This project includes upgrades to existing signalization features on Lake Worth Road at the intersections of Military Trail (SR 809), Kirk Road, Swap Shop Entrance, Congress Ave (SR 807), and Douglas Drive. Pedestrian lighting is proposed at the existing signalized intersections for pedestrian safety. Existing light poles along the corridor are also proposed to be retrofit to LED

to meet current FDOT corridor lighting criteria. Maria's responsibilities included lighting analysis and plans production and signalization plans production.

PGA Boulevard (SR 786) Resurfacing from East of I-95 (SR 9) to East of Fairchild Gardens Avenue | Palm Beach County, FL

FDOT District 4

LIGHTING / SIGNALIZATION DESIGN & EOR

This safety improvement project involves resurfacing, restoration, and rehabilitation (RRR) of PGA Boulevard. PGA Boulevard is an urban, 6-lane, 45-mph facility located in northern Palm Beach County and serves as a main thoroughfare through the City of Palm Beach Gardens. Engineering services include development of construction plans and specifications and securing permits and agreements for the proposed roadway improvements. The principal reason for the improvements is to extend the life of the existing pavement while providing general safety enhancements. Maria's responsibilities included signalization plans production, lighting plans production, and lighting analysis.

SR 710 (Beeline Highway) Resurfacing from West of Pratt & Whitney to East of CSX R/R Tracks | Palm Beach County, FL

FDOT District 4

LIGHTING / SIGNALIZATION DESIGN & EOR

This safety improvement project involves resurfacing, restoration, and rehabilitation (RRR) of SR 710. SR 710 is a rural, 4-lane, 60-mph facility located in northern Palm Beach County and serves as a Hurricane Evacuation Route and SIS facility, providing direct access to the Port of Palm Beach. Engineering services include development of construction plans and specifications and securing permits and agreements for the proposed roadway improvements. The principal reason for the improvements is to extend the life of the existing pavement while providing general safety enhancements. Maria's responsibilities included signalization plans production, lighting plans production, and lighting analysis.

SR 5 /US 1 RRR Project from North of SR 70/Virginia Avenue to North of Avenue O | St. Lucie County, FL

FDOT District 4

LIGHTING & SIGNALIZATION DESIGN

This is a resurfacing, restoration, and rehabilitation (RRR) and safety project on SR 5/US 1 featuring the following

improvements: milling and resurfacing the travel lanes (no widening), minor modifications to the existing stormwater management systems, and upgrading highway signing and striping due to the milling operations. Pedestrian signal upgrades and lighting retrofit is proposed at all 12 signalized intersections. Maria's responsibilities included signalization plans production, lighting plans production, and lighting analysis, along with overseeing the utility coordination effort.

SR 5 / US 1 RRR Project from South of Port St. Lucie Boulevard to North of Rio Mar Drive | St. Lucie County, FL

FDOT District 4

LIGHTING & SIGNALIZATION DESIGN

This is a resurfacing, restoration, and rehabilitation (RRR) and safety project on SR 5/US 1 featuring the following improvements: milling, resurfacing, travel lane width reduction to introduce larger "buffered" bike lanes, minor modifications to the existing stormwater management systems, and upgrading highway signing and striping (due to milling operations). New mast arms are proposed at a few locations to address ADA deficiencies. Also, lighting retrofit is proposed at all nine signalized intersections. Scalar is providing design support on this project and is responsible for the traffic operations component (signing/pavement markings, signals, and lighting). Scalar is also overseeing the utility coordination component. Maria's responsibilities included lighting plans production, signals plans production, and lighting analysis.

CR-510/ 85th Street from CR-512 to West of 82nd Avenue | Indian River County, FL

FDOT District 4

LIGHTING & SIGNALIZATION DESIGN

This project consists of widening CR 510 from two to four lanes from CR 512 to 1600 ft. west of 82nd Avenue to achieve an acceptable Level of Service (LOS) along the facility in the future condition. Safety conditions are proposed to be improved by removing of the existing CR 510 and the bridge over Lateral D canal and reconstructing the segment to meet 45 MPH design criteria. Signalized intersections are proposed to be upgraded accordingly and at these signalized intersections, intersection lighting is included. Maria's responsibilities include lighting analysis and plans production and signalization plans production.



Key Personnel

The following resumes show the proposed principal FTC staff with their individual qualifications, who will perform work as required if the firm is awarded a contract.

James Barton, P.E. President Florida Technical Consultants LLC

Professional Summary

James is the primary project contact for FTC and provides all project management functions, program development, GIS utility data build and on-site training. His background experience covers all program components with 20 years experience in engineering design and project management of water, sanitation and stormwater programs. These include water resources, infrastructure, rehabilitation, GIS implementation, environmental engineering, utilities and road construction. James has routinely integrated GIS technology with engineering, developing software tools to assist in system modeling, design, and construction administration. Since becoming an ESRI authorized GIS Trainer in 2003, he has provided training to over 75 students in various organizations and disciplines. His specialty is training for people specializing in utilities, public works and engineering as well as providing training for people with fire, police and city and county administrations.



Education

B.Sc. Civil Engineering, Queen's University, Kingston, Ontario, Canada - 1990

Professional Experience

President/Principal Engineer - Florida Technical Consultants, Boynton Beach, FL
2014 to present (8 years)

Senior Engineer - Chen Moore & Associates, Ft. Lauderdale, FL
2001 to 2014 (13 years)

Water Engineer - CARE Canada/Unicef/US AID, Mozambique and Angola, Africa
1991 to 2001 (9 years)



Registration

Professional Engineer, State of Florida, 2003 (#59257)

Affiliations

American Society of Civil Engineers (ASCE)

American Water Works Association (AWWA)

Florida Engineering Society (FES)

Urban and Regional Information Systems Association (URISA)

Certifications

ESRI Authorized GIS Trainer

LEED Accredited Professional



**Teresa Chapman, Program Manager
Florida Technical Consultants LLC**

Professional Summary

Teresa has over 8 years of engineering and GIS implementation experience. In her capacity as Program Manager with FTC, she has utilized GIS in real-world engineering situations to improve informational management and decision support for both clients and their engineers. Teresa supports the data collection, tracking and analysis functions of her team for multiple municipalities and has performed utility design, permitting, bidding assistance and construction administration services throughout her career. She also has experience in water resources, sanitary sewer systems, infrastructure rehabilitation, and road construction and continues to expand her knowledge base.



Education

B.Sc. Ocean Engineering, Florida Atlantic University, Boca Raton, FL - 2010

Professional Experience

Program Manager - Florida Technical Consultants, Boynton Beach, FL
2019 to present (3 years)

Associate Engineer - Chen Moore & Associates, West Palm Beach, FL
2013 to 2018 (5 years)

Affiliations

American Society of Civil Engineers (ASCE)
American Water Works Association (AWWA)
Florida Engineering Society (FES)
International Propeller Club of the United States
Palm Beach County Wide GIS Forum

Certifications

InfoWater Training Certificate

JUAN JUSTINIANO | PRINCIPAL

Juan Justiniano has committed all his professional work to providing clients with the best quality service. He has been practicing architecture and planning for over 37 years and is fully committed to high quality service. His extensive experience in the management of production for all office projects provides him with the managerial tools to guide our office project delivery.

Juan has extensive experience managing projects for Broward County, Broward College, and numerous municipalities such as the City of Fort Lauderdale, City of Miramar, City of Pompano Beach, City of Plantation, Dania Beach and private developments. He has managed the design, construction documents development and construction administration phases for a diversity of building types such as city halls, civic/town centers, performing arts centers, courthouses, public safety facilities, parking garages, fire stations, and art buildings.

PROJECT EXPERIENCE

TOWN OF DAVIE, NEW TOWN HALL, DESIGN CRITERIA PACKAGE (DCP) - DAVIE, FLORIDA

Justin Architects provided Continuing Services for Town of Davie to develop a Design Build Criteria Package (DCP) for their highly anticipated new Town Hall. The services provided to the Town include the following tasks: Spatial Programming, Master Planning, Schematic Design, Conceptual Visualization.

PORT EVERGLADES TERMINAL 2 & 4, HERON PARKING GARAGE & PEDESTRIAN WALK-WAY FORT LAUDERDALE, FLORIDA

Justin Architects, PKA Cartaya and Associates Architects, embarked on an innovative design journey when selected to create the new 1,900 car Port Everglades Heron Parking Garage and Ground Transportation Facility. This state-of-the-art facility was envisioned to cater to cruise patrons, service/emergency vehicles, buses, vans, taxis, and ride-share companies.

FORT LAUDERDALE/HOLLYWOOD INT'L AIRPORT - CONSOLIDATED CAR RENTAL FACILITY FORT LAUDERDALE, FLORIDA

Situated as the gateway to Ft. Lauderdale / Hollywood International Airport, the new state of the art, high tech, nine story, 9,000 car consolidated rental car facility accommodates up to twelve rental car companies under one roof. The garage includes five stories for rental car concession use and four additional stories for airport public parking use.

BROWARD JUDICIAL COMPLEX & PARKING GARAGE - FORT LAUDERDALE, FLORIDA

The project involves the construction of a new parking structure that will accommodate 497 parking spaces across six levels, spanning an area of 237,110 square feet. The parking garage will primarily serve judges, courthouse staff, and employees.

POMPANO BEACH PUBLIC SAFETY COMPLEX, FIRE STATION #103 AND BSO - POMPANO BEACH, FLORIDA

The interior renovation of the Public Safety Complex, Fire Station #103 and BSO, located at 100 SW 3rd Street and 120 SW 3rd Street is an exciting project that requires a great deal of attention to detail and coordination. The project aims to improve the functionality and aesthetics of the complex while maintaining the safety and security of the occupants.

CHARLES F. DODGE CITY CENTER - PEMBROKE PINES, FLORIDA

With a total area of 166,895 square feet, the new Civic Center Facility was designed to accommodate a range of activities and events, including public meetings, exhibitions, and cultural events. The project included the construction of a spacious plaza area, which serves as an extension of the indoor space and provides an attractive and inviting public space.

CITY OF MIRAMAR POLICE HEADQUARTERS - MIRAMAR, FLORIDA

The first level of this 80,000 SF building consists of a pedestrian friendly retail area with an arch covered exterior sidewalk facing City Hall Promenade and the pedestrian/automobile entrance to the building. The building's exterior design compliments the Miramar City Hall and Cultural Arts Center buildings, also designed by our firm. The second and third floor houses the City's Police Department including a sally port entry, holding areas, offices, conference rooms and investigative facilities.



YEARS EXPERIENCE

37

EDUCATION

Texas Tech University
Bachelor of Architecture - Structures

Georgia Institute of
Technology Master in City
Planning

PROFESSIONAL REGISTRATIONS

Florida Architectural
Registration AR94371

American Institute of Architects - AIA
30063757

NCARB Registration
112046

LEED AP Building Design +
Construction
10476514

American Institute of Certified
Planners (AICP)
141945

CIVIC ACTIVITIES

City of Pompano Beach, Board
Member
Unsafe Structures and Housing Appeals
Board

Executive Association of Fort
Lauderdale
Vice President



CARLOS JUSTINIANO | PROJECT MANAGER

Carlos Justiniano is a seasoned Project Manager with a diverse and robust background in the architectural field. He holds an undergraduate degree from Florida Atlantic University and has further enriched his academic credentials with a master's degree in architectural design research from Hochschule Anhalt University of Applied Sciences.

Carlos brings a wealth of experience to the table, particularly in managing projects within the aviation and civic sectors. Notable projects under his purview include those at Fort Lauderdale-Hollywood International Airport, the City of Delray Beach, the City of Miramar, and North Bay Village, to name a few. His contributions extend beyond regional boundaries, as he played a pivotal role in the development of Terminal 6 at John F. Kennedy International Airport and the Redevelopment Masterplan for Newark Liberty International Airport.

PROJECT EXPERIENCE

CHARLES F. DODGE CITY CENTER - PREVIOUSLY, PEMBROKE PINES CIVIC CENTER

The Charles F. Dodge City Center includes a 173,630 SF Civic Center/City Hall with a 3,500 seat acoustically designed Performing Arts/Banquet/Grand/Exhibition/Grand Hall, a full Service Kitchen, Performing Dressing and Green Rooms, an exquisitely designed Grand Lobby, and the Administrative offices for the City. It is designed to withstand Category 5 hurricane event and contains a 3,000 SF, state-of-the-art Emergency Operations Center Headquarters (EOC).

CITY OF MIRAMAR POLICE HEADQUARTERS, MIRAMAR, FLORIDA

This facility is a three-story wrap around structure surrounding the Town Center Parking Garage. The building's exterior design compliments the Miramar City Hall and Cultural Arts Center buildings, also designed by our firm. The first level of this 80,000 SF building consists of a pedestrian friendly retail area with an arch covered exterior sidewalk facing City Hall Promenade and the pedestrian/automobile entrance to the building.

POMPEY RECREATIONAL CENTER, DELRAY BEACH, FLORIDA

Justin Architects is responsible for Schematic Design, Design Development, Construction Documents, Bidding/ Permitting, and Construction Administration, for a new Recreational Facility that will include a full-sized competition pool, 3 Baseball Fields, Multiple Playgrounds, Tennis and Basketball Courts. The project is projected to be completed Early 2025

FORT LAUDERDALE/HOLLYWOOD INT'L AIRPORT - CONTINUING SERVICES CONTRACT

Carlos' work with Justin Architects includes various on-going projects at Fort Lauderdale-Hollywood International Airport (FLL). Some on-going projects include perimeter security project & garage repairs with 10,000 parking spaces. Also, perimeter security upgrades to fencing, gates, and camera surveillance systems at the South end of FLL airport.

JFK TERMINAL 6 DEVELOPMENT

Prior to joining Justin Architects, Carlos was a Project Designer who played a role in designing a state-of-the-art facility at the John F. Kennedy International Airport, encompassing a 1.2 million square foot new terminal. The terminal will accommodate 10 wide body aircraft and will cater to international passengers, offering an array of amenities such as concessions, retail, food and beverage options, and airline lounges. The project's objective is to transform JFK's facilities into a world-class destination.

NEWARK LIBERTY INTERNATIONAL AIRPORT

Prior to joining Justin Architects, Carlos designed a Master Plan for Newark Liberty Airport (EWR) that showcases the potential expansion options for passenger areas, encompassing two new head house terminals with multiple concourses, hotels, parking garages, and green spaces. The redevelopment of approximately 140 wide body aircraft gates will be executed in phases, with careful consideration of the effects on the newly developed Terminal A.



YEARS EXPERIENCE

9

EDUCATION

Hochschule Anhalt
University of Applied
Sciences
Master of Architecture Design
Research

Florida Atlantic
University Bachelor of
Architecture

AFFILIATIONS

ABC Florida East Coast
Member



3 – Past Experience (20 points)



CITY OF DELRAY BEACH

LINDELL BOULEVARD IMPROVEMENTS – SURVEY & SUBSURFACE UTILITY ENGINEERING

Project Entity:

City of Delray Beach
Environmental Services
Department
434 S. Swinton Avenue
Delray Beach, FL 33444

Contact:

Kimley-Horn & Associates,
Inc.
Marwan Mufleh, P.E.,
Project Engineer
(561)-840-0850
Marwan.mufleh@kimley-
horn.com

CAS Project No.: 22-2255

CAS Project No.: 385

Project Description:

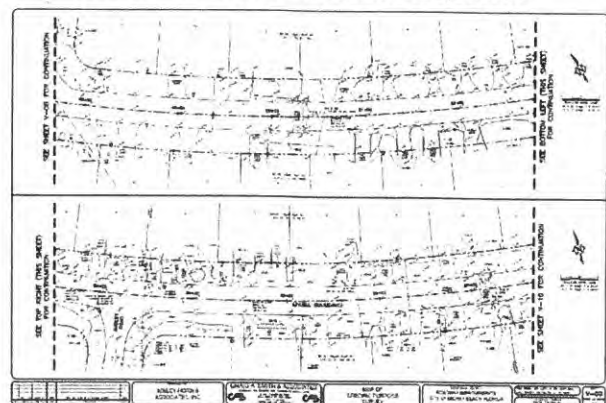
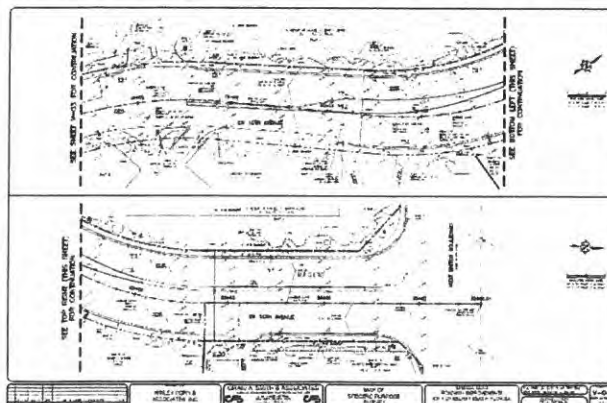
CAS performed survey and subsurface utility engineering as a subconsultant to Kimley-Horn & Associates, Inc. for the City of Delray Beach. The project was divided into two segments. Segment 1 consisted of Lindell Blvd from the west side of the FEC Railroad right-of-way (ROW) north to Curlew Road and Segment 2 ran from Curlew Road north to SW 10th Avenue and then east to Linton Blvd. The scope of work included a topographic survey for the entire corridor including easements and a title search as needed to complete ROW mapping and resolve discrepancies. Topographic survey cross-sections were conducted at 50-foot intervals and at the center of each driveway along with planimetric data for all surface features. The survey extended 5 feet beyond the ROW, 10 feet beyond the ROW at driveways, 50 feet beyond all returns at intersections and 100 feet beyond each round-a-about. In addition, visible drainage structures were located and top, bottom and pipe invert with direction and size were captured. Also trees 4" in caliper or great were shown on the basemap (tree survey). Subsurface utility engineering included soft digs at seventy-five (75) designated locations to verify depths, sizes and materials of conflicting buried utilities. The project began in February 22, 2022 and is currently ongoing. **The surveying portion of the project was completed two weeks ahead of schedule and within the initial budget.** CAS is awaiting identification of 75 soft dig locations from the prime consultant to complete the project. Total project cost is \$98,470.

Responsibilities:

Topographic survey, title search and utility locates to identify drainage structures and utility conflicts along with locating visible above grade utilities within the project corridor and development of basemap for engineering design.

Key Personnel:

Stephen C. Smith, P.E. – President; Robert D. Keener, P.S.M. – Vice President-Survey; David Lookabill – Survey Coordination Manager; James A. Driscoll – Vice President of Utility Locates; Alan Lopez – SUE Field Supervisor





CITY OF BOYNTON BEACH

WASTEWATER LIFT STATION NO. 317 REHABILITATION PROJECT – SURVEY & SUBSURFACE UTILITY ENGINEERING

Project Entity:

Boynton Beach Utilities Dpt.
124 E. Woolbright Road
Boynton Beach, FL 33435

Contact:

Carollo Engineers, Inc.
Mr. Brian LaMay, P.E.
(954) 414-8654
blamay@carollo.com

CAS Project No.: 08-22-031
CAS Profile No.: 393

Project Description:

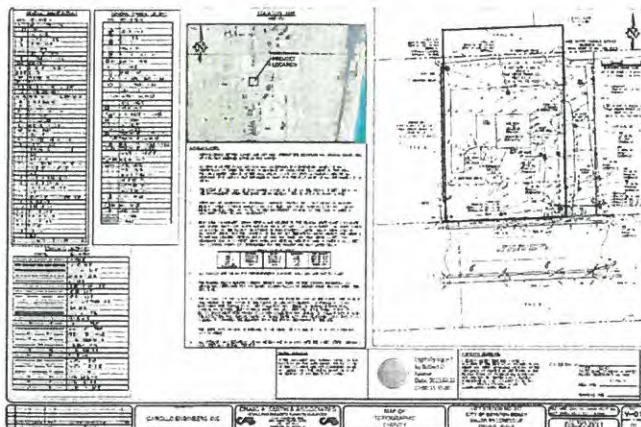
CAS performed surveying and subsurface utility engineering as a subconsultant to Carollo Engineers, Inc. for the City of Boynton Beach Utilities Department for a 0.5-acre site entailing Wastewater Lift Station No 317. The scope of work included specific purpose survey and utility locates involving 2D ground penetrating radar, electromagnetic designations and soft digs at eight (8) locations within the project area to identify and verify the force main discharge tie-in location, force main trunk line and water service line to the Lift Station. Survey provided base maps for the area showing limited topographic features, utility locates, mark ups and soft dig information as required by the client along with individual soft dig reports. The project began on February 7, 2023 and was completed on February 22, 2023. The project was completed on time and within budget. The total project cost was \$13,460.

Responsibilities:

Survey, utility locates utilizing soft digs and 2D ground penetrating radar to identify/verify buried utilities and utility conflicts within the project area for the development of basemaps for engineering design of a wastewater lift station rehabilitation.

Key Personnel:

Stephen C. Smith, P.E. –President; James F. Driscoll – Vice President of SUE, Robert D. Keener, PSM – Vice President of Survey; David Lookabill – Survey Coordination Manager





CITY OF FT. LAUDERDALE

WATER DISTRIBUTION SYSTEM MAPPING UPDATE: ZONE CA SMITH – SURVEY & SUBSURFACE UTILITY ENGINEERING

Project Entity:

City of Ft. Lauderdale Public Works Department
100 N. Andrews Avenue
Ft. Lauderdale, FL 33301

Contact:

Craven & Thompson, Inc.
Richard D. Pryce, PSM VP
Survey & GIS
(954) 739-6400
rpryce@craventhompson.com

CAS Project No.: 08-22-066
CAS Project No.: 389

Project Description:

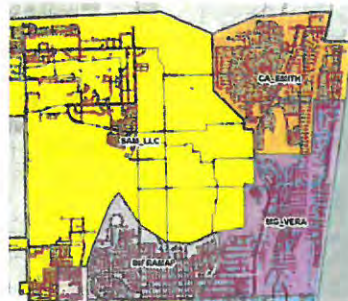
CAS was been tasked to provide surveying and subsurface utility engineering as a subconsultant to Craven Thompson & Associates, Inc. for the water utility system mapping updates delineated within the CA Smith Zone located within the City’s northeast service area. The project area contains approximately 168,960 linear feet or 32 miles of existing 8” water pipelines. The scope of work included 2D ground penetrating radar of the existing water mains within the prescribed right-of-way corridor including identify/verifying location of existing isolation valves, air-release valves, fire hydrants, etc. and approximately 12,000 associated water meters. Survey physically located the utility surface marks for existing water mains provided by the CAS Utility Locates Department and above ground valves, fire hydrants, air release valves, etc. relative to the defined scope. Missing and/or unknown pipes based on the GIS data supplied by the client was mapped as applicable. A Certified Surveyors Report provided will adhere to the Standards of Practice for Surveying, (Chapter 5J – 17) of the Florida Administrative Code. The base project was completed in May 2023 and is in the review stages with the Client. Total project cost was \$291,234.

Responsibilities:

Utility locates utilizing 2D ground penetrating radar to identify/verify existing water main system and all associated appurtenances within the project corridor for the updating of the City’s GIS Water Utility System maps.

Key Personnel:

Stephen C. Smith, P.E. – President; James F. Driscoll – Vice President of SUE, Alan Lopez – SUE Manager/ Field Supervisor, Robert D. Keener – Vice President of Survey; Bill Kalbach – Survey Manager; Donald Drake – Crew Chief





VILLAGE OF EL PORTAL

EL JARDIN STORMWATER IMPROVEMENTS

Project Entity:
 Village of El Portal
 500 NE 87th Street
 El Portal, FL 33138-3517

Contact:
 Christia Alou, Esq.
 Village Manager
 (305) 795-7880
 villagemanager@villageofelportal.org

CAS Project No.: 17-1970
CAS Profile No.: 256

Project Description:

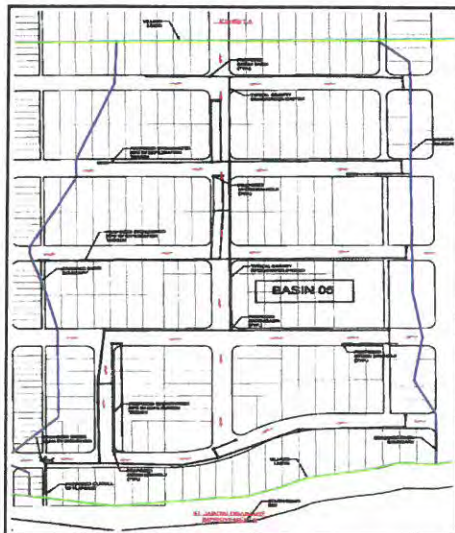
The project consists of stormwater improvements for the El Jardin area which covers Basin 5 of the village’s Stormwater Master Plan which was developed and completed by CAS in 2003. The scope of work included hydraulic modeling, route survey, utility locates, engineering design and construction of drainage pipes, catch basins, exfiltration trenches and a drainage easement acquisition for an existing outfall location between 10 NE 86th street and 18 NE 86th street. The project began in December 2021 was completed in May 2022 on time and within budget. Total project design cost (including construction management) was \$202,254. The construction cost for this phase of the improvements was \$357,275.

Responsibilities:

Route survey, easement acquisition, utility locates, hydraulic modeling, drainage engineering design, preliminary cost estimates, bidding assistance and construction management service though project close-out.

Key Personnel:

Stephen C. Smith, P.E. – President; Orlando A. Rubio, P.E. – Vice President of Stormwater Engineering; Al Caruso, E.I. – Project Engineer; Robert D. Keener, P.S.M. – Vice President-Survey; Jim Driscoll – Vice President of Utility Locates





TOWN OF GOLDEN BEACH

CAPITAL IMPROVEMENT PROJECT (CIP)

Project Entity:

Town of Golden Beach
1 Golden Beach Drive
Golden Beach, FL 33160

Contact:

Alexander Diaz
Town Manager
(305) 932-0744
alexdiav@townofgoldenbeach.us

CAS Project No.:

CAS Profile No.: 298

Project Description:

This barrier island, which was founded in 1929, was in desperate need of replacement of its aging infrastructure. The beautiful but harsh coastal environment had taken its toll on the utility infrastructure. CAS was tasked with providing engineering design, survey, subsurface utility engineering and construction administration for the CIP. The utilities included for upgrade or replacement were water, stormwater, electrical (FPL) lighting, telephone, cable tv and natural gas. The \$17,000,000 project consisted of more than 16,000 feet of new watermains, 10,000 feet of new drainage pipe, 6,000 feet of gas pipe and 50,000 feet of electric, telephone and cable tv.

Responsibilities:

Survey, utility locates, preparation of engineering design and construction plans, cost estimates, contract documents, permitting, construction management and construction observation, survey, asbuilts, certification through project close-out and assistance in securing 6.5 million in funding for project.

Key Personnel:

Stephen C. Smith, P.E. – President; Robert D. Keener, P.S.M. – Vice President-Survey; James Driscoll, Vice President - Locates; Al Caruso – Project Manager,





Craig A. Smith & Associates

Engineers • Surveyors • Subsurface Utility Engineering • 3D Subsurface Imaging • Utility Coordination

BAL HARBOUR VILLAGE SANITARY SEWER IMPROVEMENTS PHASE I

Project Entity:

Bal Harbour Village
655 96th Street
Bal Harbour, FL 33154

Contact:

John Oldenburg
Director of Parks & Public
Spaces
(305) 866-4633
joldenburg@balharbourfl.gov

CAS Project No.: 15-1823

CAS Profile No.: 166

Project Description:

The Wastewater Pump Station No. 3 and Gravity Sewer Improvements (Sanitary Sewer Improvements Phase I) project for Bal Harbour Village included the installation of a new triplex submersible pump station with a 12-foot diameter wet well, control panel, automatic transfer switch receptacle, emergency generator, and all associated appurtenances, in addition to approximately 1,350 linear feet of 18" gravity sewer lines to the pump station. The project design cost was \$182,804. Construction began in January 2016 and completion was reached in October 2017 with a final construction cost of \$3,338,261.

Responsibilities:

Survey, preparation of utility easements, utility locates, design, permitting, preparation of construction plans, cost estimates, contract documents, assistance during bidding, construction management and certification through project close-out.

Key Personnel:

Stephen C. Smith, P.E. – President; Robert D. Keener, P.S.M. – Vice President-Survey; James Driscoll – Vice President-SUE; Greg A. Giarratana – Senior Supervising Engineer; Al Caruso, E.I. – Project Manager





Craig A. Smith & Associates

Engineers • Surveyors • Subsurface Utility Engineering • 3D Subsurface Imaging • Utility Coordination

CITY OF MOORE HAVEN

AVENUE R AND 6TH STREET ROADWAY IMPROVEMENTS

Project Entity:

City of Moore Haven
299 Riverside Drive
Moore Haven, FL 33471

Contact:

Bret Whidden
Mayor
(863) 946-0711
bwhidden@gladesec.com

CAS Project No.: 17-1943

CAS Profile No.: 282

Project Description:

The Avenue R and 6th Street Roadway Improvements project included mill and resurface of 0.8 miles of Avenue R (from Riverside Drive to West Avenue) and 1.0 mile of 6th Street (from Avenue A to Thatcher Boulevard). Work also included the complete restoration of roadway limits, driveway, sidewalk and swale restoration, pavement marking and signage. Design was completed in November 2017 at a cost of \$86,184. Construction cost was \$838,334. Since the project was FDOT funded, CAS was not involved in construction services.

Responsibilities:

Survey, utility locates, preliminary engineering, roadway construction plans, permitting, contract documents and bidding assistance.

CAS Key Personnel:

Stephen C. Smith, P.E. - President; Robert D. Keener, P.S.M. - Vice President of Survey; Al Caruso, E.I. - Project Engineer; James Driscoll - Vice President of Utility Locates





CITY OF SUNNY ISLES BEACH

NE 174TH STREET ROADWAY

INFRASTRUCTURE IMPROVEMENTS

Project Entity:

City of Sunny Isles Beach
18070 Collins Avenue
Sunny Isles Beach, FL 33160

Contact:

Christopher Russo
City Manager
(305) 792-1776
crusso@sibfl.net

CAS Project No.: 14-1758

CAS Profile No.: 91

Project Description:

The Roadway Improvements Project for NE 174th Street consisted of a reconstruction of both the drainage and the road for approximately 0.2 miles from Collins Avenue to North Bay Road. The existing roadway system was failing due to poor soil conditions, a limited drainage system and an undersized outfall. The new roadway incorporated a reconstructed base with geotech fabric to offset the soils. The design also included a new drainage system that met water quality requirements, site demolition, road regrading, utility relocations, sidewalks and paver walkways, landscaping, curbing, bike paths and parallel parking. The design was completed within two years under budget at a cost of \$356,014. Construction of the project was completed in the Spring of 2017 with an estimated cost of \$3,682,392.

Responsibilities:

Survey, utility locates, preparation of engineering design and construction plans, stormwater modeling and calculations, cost estimates, contract documents and permitting.

Key Personnel:

Stephen C. Smith, P.E. – President; Robert D. Keener, P.S.M. – Vice President of Survey; James Driscoll – Vice President of Locates; Orlando A. Rubio, P.E. – Vice President of Engineering; William Tanto – Senior Field Representative





CITY OF BELLE GLADE

2021 SCOP FUNDED CITY-WIDE ROAD RESURFACING AND SIGNAGE UPGRADES

Project Entity:
City of Belle Glade
Municipal Complex
Belle Glade, FL 33430

Contact:
Lomax Harrelle
City Manager
(561) 992-1601
lharrelle@belleglade-fl.com

CAS Project No.: 20-2159
CAS Profile No.: 351

Project Description:

The project consists of roadway improvements on 17 roads city-wide totaling approximately 3.03 miles and includes milling and resurfacing, pavement overlays, pavement marking and signage improvements. Professional services entailed funding and bidding assistance including complete engineering services during construction and construction observation. Also included was coordination with Palm Beach County Water Utilities Department on valve and manhole lid adjustments and project phasing to allow completion of the County's current conflicting utility improvement projects before resurfacing. The project was funded by the FDOT Small County Outreach Program (SCOP). The project was approved by the City Commission approval in December 2020 and advertisement for construction was February 2, 2021. Total costs for bidding and construction

services were \$34,000. Bid opening was held on March 3, 2021, and the apparent low bid is in the amount of \$553,322.50.

Responsibilities:

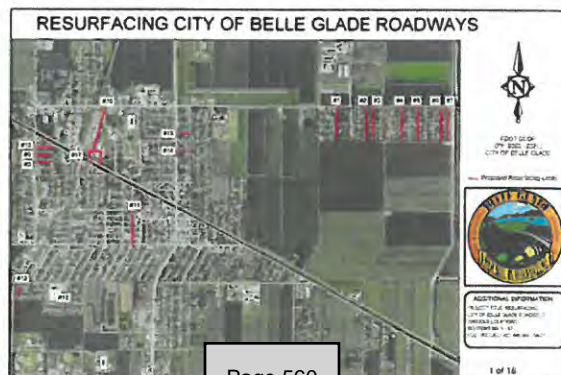
Funding assistance, cost estimates, bidding assistance and construction contract administration and observation through project close-out.

Responsibilities:

Funding assistance, cost estimates, bidding assistance and construction contract administration and observation through project close-out.

Key Personnel:

Stephen C. Smith, P.E. – President; Keith Schriener - Project Engineer; William Tanto – Senior Field Representative





CITY OF SUNNY ISLES BEACH NE 174TH STREET ROADWAY INFRASTRUCTURE IMPROVEMENTS

Project Entity:

City of Sunny Isles Beach
18070 Collins Avenue
Sunny Isles Beach, FL 33160

Contact:

Richard Labinsky
City Engineer
(305) 792-1817
rlabinsky@sibfl.net

CAS Project No.: 14-1758

CAS Profile No.: 91

Project Description:

The Roadway Improvements Project for NE 174th Street consisted of a reconstruction of both the drainage and the road for approximately 0.2 miles from Collins Avenue to North Bay Road. The existing roadway system was failing due to poor soil conditions, a limited drainage system and an undersized outfall. The new roadway incorporated a reconstructed base with geotech fabric to offset the soils. The design also included a new drainage system that met water quality requirements, site demolition, road regrading, utility relocations, sidewalks and paver walkways, landscaping, curbing, bike paths and parallel parking. The design was completed within two years under budget at a cost of \$356,014. Construction of the project was completed in the Spring of 2017 with an estimated cost of \$3,682,392.

Responsibilities:

Survey, utility locates, preparation of engineering design and construction plans, stormwater modeling and calculations, cost estimates, contract documents and permitting.

Key Personnel:

Stephen C. Smith, P.E. – President; Robert D. Keener, P.S.M. – Vice President of Survey; James Driscoll – Vice President of Utility Locates; Orlando A. Rubio, P.E. – Vice President of Stormwater Engineering; Todd Larson – Senior Field Representative; William Tanto – Senior Field Representative





Project Experience

A sampling of some of the major projects completed by FTC which demonstrate its experience and expertise is as follows:

Town of Highland Beach Utility Department

3616 S. Ocean Boulevard, Highland Beach FL 33487

Tel: 561-243-2084

Contact Person: Pat Roman, Public Works Director

Email: proman@highlandbeach.us

Project Dates: Oct. 2018 - August 2023

Contract Award Value: \$100,000.00

Project Summary: Between 2018 and 2023, FTC built and maintained the Town Utility GIS, along with some ancillary work with other departments. FTC developed GIS Utility layers based on record drawings and created the Town GIS Platform with groups and maps. FTC built tools for data collection and trained staff to track and update data from the field.

Cooper City Utility Department

11791 SW 49th St., Cooper City, Florida 33330

Tel: 954-434-5519, Fax: 954-680-3159

Contact Person: Raj Verma, Utilities Director

Email: rverma@coopercityfl.org

Project Dates: Oct. 2014 - present

Contract Award Value: \$200,000.00

Project Summary: This is a large and ongoing project in which FTC converted Cooper City's entire CAD Atlas to GIS. The systems included are water, sewer and drainage. In addition, FTC has set up geometric networks which were run for valve isolation and capacity analysis. Other activities included coordinating hydrant labels for the Fire Department and tracking the progress of the contractor who was responsible for the ongoing valve turning contract. Online ArcGIS applications were also developed and Cooper City's Utilities' staff was trained to update and verify features as well as track emergency utility repairs.

South Martin Regional Utility (SMRU)

9000 SE Athena St, Hobe Sound, FL 33455

Tel: 772-284-4205, Fax: 772-546-6378

Contact Person: Dave Thomas, Operations Manager

Email: dthomas@tji.martin.fl.us

Project Dates: May 2015 to present

Contract Award Value: \$115,000.00



Project Summary: For this project FTC converted the client's entire utility Atlas to GIS which included both water and sewer systems. The process was complicated by the fact that some of the existing CAD parcel data was incorrect which in cases necessitated field verification. To facilitate this field verification FTC developed mobile apps in ArcGIS in order to validate the data in the field.

Coral Springs Improvement District (CSID)

10300 NW 11th Manor, Coral Springs, FL 33071

Tel: 954-796-6608, Fax: 954-757-4850

Contact Person: Curt Diggins, CSID Supervisor

Email: curtd@fladistricts.com

Project Dates: Oct. 2015 to present

Contract Award Value: \$40,000.00

Project Summary: FTC provided the client with data setup services and training so that the client's staff was able to collect and input their data directly into their GIS program. In addition, FTC's services included mapping of water main breaks with a density analysis being carried out to prioritize replacement. Also staff was trained in the use of ArcGIS for both field and desktop applications.

City of Boynton Beach Utilities Department

124 E. Woolbright Rd., Boynton Beach, FL 33435

Tel: 561-742-6403, Fax: 561-742-6090

Contact Person: Waneya Bryant, Manager of Asset Management Systems

Email: bryantw@bbfl.us

Project Dates: Dec. 2016 to March 2022

Contract Award Value: \$150,000.00

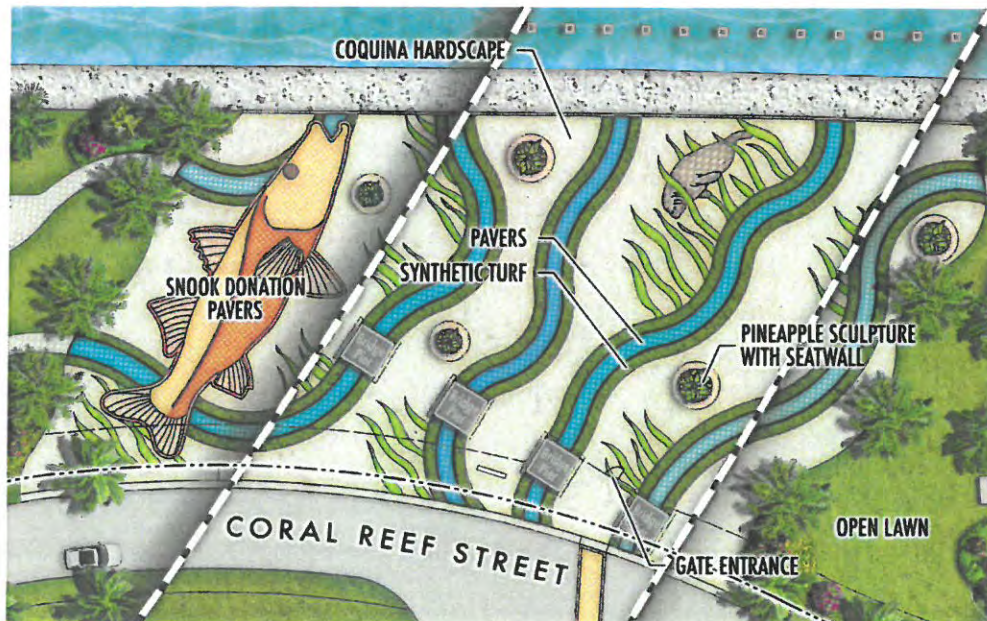
Project Summary: FTC created a GIS data set to support modeling of the potable water, sanitary sewer, reclaimed water and stormwater systems. Several sources of existing data were merged and topologically cleaned for snapping and node creation. Elevations were extracted and used to populate nodes. In addition, ArcGIS applications were developed and the client's staff were trained to inventory and field verify the various systems' features.

CROSTOWN PARKWAY

PORT ST. LUCIE, FLORIDA



CLIENT: City of Port St. Lucie
LOCATION: Port St. Lucie, Florida
PROJECT TYPE: Municipal
SERVICES PROVIDED: Zoning Entitlements, Site Planning and Landscape Architecture
PROJECT COST: \$500,000
COMPLETION DATE: November 2019



Cotleur & Hearing was retained by the City of Port St. Lucie to prepare a conceptual site plan for a park and plaza under the new bridge that will cross over the St. Lucie River connecting Crosstown Parkway and Manth Lane to U.S. 1. This is a conceptual plan and not currently approved by City of Port St. Lucie council.

VILLAGE OF ROYAL PALM BEACH MUNICIPAL COMPLEX

ROYAL PALM BEACH, FLORIDA

Cotleur & Hearing was retained by the Village of Royal Palm Beach to develop a Landscape Master Plan for the Village's Municipal Complex located at the intersection of Okeechobee Boulevard and Royal Palm Beach Boulevard. Cotleur & Hearing was also responsible for developing a hardscape improvement plan to foster greater resident utilization of this tremendous asset. Hardscape improvements include a pedestrian plaza, which spatially connects the Council Chambers with the administration building, sidewalks, and walking trails including a boardwalk along the existing lake. The overall design theme was intended to maintain the natural park-like setting while creating greater continuity between different uses on the site. Cotleur & Hearing's scope of work included processing the required zoning approvals for the revised municipal campus.



CLIENT: Village of Royal Palm Beach
 LOCATION: Royal Palm Beach, Florida
 PROJECT TYPE: Municipal Institution
 SERVICES PROVIDED: Zoning Entitlement, Landscape Architecture Hardscape/ Irrigation Design
 PROJECT SIZE: 30-acres
 COMPLETION DATE: 2004



LAND PLANNING + LANDSCAPE ARCHITECTURE + TRANSPORTATION
 WWW.COTLEURHEARING.COM

CRESTWOOD PARK

VILLAGE OF ROYAL PALM BEACH, FLORIDA



Cotleur & Hearing was retained by the Village of Royal Palm Beach to provide planning and landscape architectural services for a 5.77 acre recreational park to include a large multi-purpose recreational field, playground, two basketball courts, two pickleball courts, two tennis courts, volleyball court, pavilions, and restroom facility. This new addition to the public parks within the Village is an example of the dedication the Village of Royal Palm Beach has to residents in providing recreation space throughout the Village. This unique park provides a variety of recreation activities and is positioned to take advantage of the adjacent canal for potential watercraft use.

CLIENT:	Village of Royal Palm Beach
LOCATION:	Village of Royal Palm Beach, Florida
PROJECT TYPE:	Recreational Community Park - Village of Royal Palm Beach
SERVICES PROVIDED:	Planning and Landscape Architecture
PROJECT COST:	\$1.65M
PROJECT SIZE:	5.77 Acres
COMPLETION DATE:	ETA 2024

PALM BEACH COUNTY TAX COLLECTOR

WESTLAKE, FLORIDA

Cotleur & Hearing was retained by Song & Associates on behalf of the Palm Beach County Tax Collector to provide the site plan entitlement process and landscape architectural plans for the Tax Collector's newest service location in Westlake, Florida. Consisting of 23,735 square feet on 4.63 acres, this state-of-the-art sleek and modern building is located fronting Town Center Parkway, immediately to the east of the existing PBC Fire Rescue Station, off of Seminole Pratt Whitney Road.



CLIENT: Song & Associates/Palm Beach County Tax Collector
LOCATION: Westlake, Florida
PROJECT TYPE: Governmental Facility
SERVICES PROVIDED: Planning, Entitlements, Site Planning, and Landscape Architecture
PROJECT SIZE: 23,735 sq.ft./4.63 Acres
COMPLETION DATE: Opened to the Public February 2022



LAND PLANNING + LANDSCAPE ARCHITECTURE + TRANSPORTATION
WWW.COTLEURHEARING.COM



Palm Beach County Fire Station # 10

Cotleur & Hearing Inc. was retained by Palm Beach County to conduct the due-diligence evaluation of a 20 acre parcel located in the Florida Research Park. The purpose of the due diligence was to evaluate the suitability of 2.5 acres of the parent parcel for the construction of a Fire Station to serve the region. Cotleur & Hearing's environmental staff evaluated existing environmental conditions and the opportunities and constraints provided by the existing Florida Research Park Development Order. A 2.5 acre site was identified as being most suitable for the facility. Cotleur & Hearing's planning staff worked with Palm Beach County's Facilities, Development & Operations to develop a site plan that meets their objectives. While the site was small, Cotleur & Hearing was able to work with Palm Beach County Land Development to obtain a consensus plan.

Services Provided: Planning, Due Diligence, Environmental Consulting, Conceptual Site plan
Completion: 2011



Palm Beach County Fire Station # 14

Cotleur & Hearing, Inc. was retained by Palm Beach County to assist in the pre-acquisition due diligence for a proposed Palm Beach County Fire Station site to be known as Fire Station No. 14. The due diligence team evaluated several sites before selecting the property. The site selected is located at the corner of Jupiter Farms Road and Alexander Run, and as such, provides quick convenient access to a signalized intersection. Cotleur & Hearing's environmental team was successful in having the site excluded from the jurisdiction of the South Florida Water Management District and the U. S. Army Corps of Engineers enabling a more expedited permitting process. The landscape architectural design for the facility responded to the natural environment and the rural setting of the site.

Services Provided: Planning, Due Diligence, Environmental, Permitting, LA
Completion: 2010



Palm Beach County Fire Station # 34

Cotleur & Hearing, Inc. was retained by Palm Beach County Facilities Development and Operations to manage a professional team responsible for the rezoning of the subject property. Fire Station No. 34 was developed as a special exception in the early 1980s under the old Palm Beach County Zoning "R" Code. Cotleur & Hearing was responsible for rezoning the property from Residential /Estate to Public Ownership. The rezoning provides the County with increased flexibility for future development. As part of the task, C&H abandoned the original conditions of the Fire Station's special exception and secured a new DRO approval to allow for an existing "mono-pole," communication tower to remain. C&H's environmental staff worked with FD&O to develop a strategy to take advantage of the existing vegetation preserve that existed on the site.

Services Provided: Zoning Entitlement
Completion: 2011

Palm Beach County Fire Station # 74

Cotleur & Hearing, Inc. was retained by Palm Beach County Facilities Development and Operations to assist in a due-diligence analysis for the proposed South Bay Fire Station site. The subject site is located within the incorporated South Bay area on State Road 27. The subject property contains a lengthy history dating back to its acquisition thru the Drug Enforcement Agency. C&H worked with Palm Beach County's FD&O and South Bay representatives to establish an expedited process for securing the necessary zoning and building permit approvals to develop the property. The due diligence team also worked with the city to establish a means for providing emergency and secondary access, as well as legal, positive, drainage outfall for the project and adjacent properties.

Services Provided: Site Planning, Zoning Due Diligence, Land Use & Zoning Entitlements
Com





Palm Beach County / West Boca Library

Cotleur & Hearing, Inc. was retained by Anna Cottrell and Palm Beach County Facilities to provide environmental consulting services for the proposed West Boca Library site. Cotleur & Hearing worked successfully with the USF&W Service and Palm Beach County ERM to address complex issues associated with impacts on existing wading bird and rookery.

Cotleur & Hearing was responsible for limiting the jurisdiction of onsite wetlands with the SFWMD and USACOEs. In addition to environmental consulting services, Cotleur & Hearing's planning staff assisted the project team in developing a Conceptual Master Plan for ultimate development of the property and for use during the rezoning process.

Services Provided: Environmental Consulting
Completion: 2010



Palm Beach County / Belle Glade Library

Cotleur & Hearing, Inc. was retained to provide planning and due diligence services by Palm Beach County for the proposed Belle Glade library facility. The proposed library will also contain 4,000 sq. ft. for public meetings/civic hall space for the City. Cotleur & Hearing was responsible for leading the due diligence consulting team to establish the design parameters for the site and to develop the preferred site plan. Cotleur & Hearing worked closely with Palm Beach County and the City of Belle Glade to address land use consistency issues related to the site's recreational land use designation. Following completion and acceptance of the Due Diligence report, Cotleur & Hearing anticipates processing the zoning entitlements and site plan approvals through the City of Belle Glade.

Services Provided: Zoning Entitlements Pending, Due-Diligence
Completion: 2011



Palm Beach County / North County Library

Cotleur & Hearing, Inc. was retained by Anna Cottrell & Associates and Palm Beach County Facilities to assist in securing the zoning entitlements to amend the North County Governmental PCD and to obtain site plan approval for the proposed North County Regional Library expansion. C&H's staff worked closely with the City of Palm Beach Gardens' representatives to expedite the development approval process. The proposed development plan resulted in the creation of an additional future building site by relocating the previously approved upland preserve area to a contiguous location which is west of the City of Palm Beach Gardens' Mall linkage road. Additionally, C&H was responsible for developing a Preserve Area Management Plan to support the relocation of the upland preserve and to provide habitat for the existing population of gopher tortoises that occupy the undeveloped portions of the PCD.

Services Provided: Zoning Entitlement, Environmental Consulting, Project Management and Representation
Completion: 2010

BROWARD COUNTY CIVIL/FAMILY - JUDICIAL COURTHOUSE

Pompano Beach, Florida



adult and juvenile holding cells, evidence and firearms storage, as well as office and retail space. The project initiated with the demolition of an existing parking garage to pave the way for the new courthouse. Plans are also in place for the demolition of the existing west and central courthouses to make room for a new parking garage.

The BCC stands as a prominent civic landmark, employing several architectural strategies to establish a significant presence. The design situates the lobby adjacent to a newly developed civic plaza, creating a seamless connection between the new courthouse and the existing east wing. Future plans include the addition of a garage with retail spaces on the ground floor, further enhancing the appeal of the plaza. The L-shaped tower configuration not only offers the public an elevated perspective of the civic space but also provides breathtaking views of the South and East, overlooking the beautiful beaches of Fort Lauderdale. The façade features a striking glass curtain wall adorned with vertical fins, which not only give the structure a dignified civic expression but also serve as solar screening devices along the public corridors.



To define and enhance the public spaces associated with the new plaza, careful attention has been given to landscaping, paved surfaces, lighting, and furnishings. Thoughtfully selected plantings create intimate and human-scale spaces for circulation and shaded gathering areas, serving as a complementary feature to the courthouse's functionality.

The remarkable design and execution of the Broward County Civil/Family Courthouse have garnered recognition and accolades from the architectural community. Notably, the project received a "Certificate of Merit" from the American Institute of Architects - Academy of Architecture for Justice in 2011, acknowledging its excellence in design and its contribution to the field of justice architecture.

The BCC project exemplifies a commitment to creating a functional and visually stunning civic space that not only meets the needs of the courts but also enhances the surrounding community. With its innovative design, meticulous attention to detail, and recognition from esteemed architectural organizations, the Broward County Courthouse stands as a testament to the harmonious integration of architectural excellence and civic functionality.

BROWARD COUNTY JUDICIAL - PARKING GARAGE & CIVIC PARK

Pompano Beach, Florida



Project Description

The Broward County Courthouse Parking Garage project serves as a vital addition to the courthouse complex, strategically situated between the New Broward County Courthouse and the existing East Wing Building on SE 6th Street. With a primary focus on convenience and functionality, this project entails the construction of a new parking structure capable of accommodating 497 parking spaces across six levels, spanning a total area of 237,110 square feet. The parking garage is intended to primarily serve judges, courthouse staff, and employees, and its implementation will follow the demolition of the existing West and Central Wing Buildings.

The ground level of the parking garage will incorporate supporting and maintenance areas, along with office and retail spaces facing the Courthouse Plaza and the breezeway that connects 6th Street to Riverwalk. Vehicular access to the parking garage will be exclusively through Courthouse Drive, ensuring an efficient traffic flow within the complex.

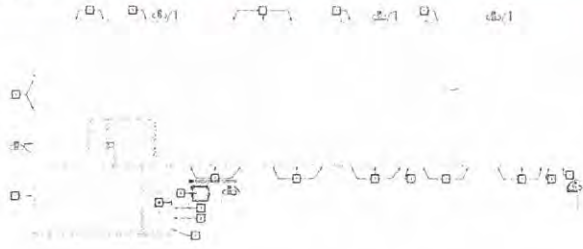
The primary exterior façade of the Parking Garage will face the Courthouse Plaza and feature an elegant design that harmonizes with the New Courthouse Building. This design will be realized using precast concrete panels, with an integrated color and light sandblasted finish, seamlessly blending with the architectural aesthetic of the surrounding structures. To enclose the parking area behind this surface, aluminum sight-proof louvers will be incorporated into the central area of the façade. Furthermore, a metal canopy, matching the Courthouse Building canopy, will be installed to protect retail entry doors and offer shade and shelter for pedestrians.

At the heart of the Parking Garage, a 72-foot-wide breezeway will penetrate the structure, establishing a pedestrian axis from 6th Street to the north Riverwalk. This thoughtfully designed breezeway will enhance accessibility and connectivity, facilitating movement and promoting pedestrian activity. The strategic positioning of the office/commercial areas and the elevator lobby facing the breezeway will create vitality and encourage its utilization, generating an engaging and vibrant environment.

The Broward County Courthouse Parking Garage project is a testament to a commitment to efficient and user-friendly design. By providing ample parking capacity and incorporating architectural elements that seamlessly integrate with the existing courthouse complex, the parking garage enhances accessibility, convenience, and overall functionality. Additionally, the project contributes to the aesthetic appeal of the Courthouse Plaza, creating a harmonious and visually pleasing environment for all visitors and occupants of the complex.

CITY OF OAKLAND PARK - POLICE MUNICIPAL BUILDING HARDENING

Oakland Park, Florida



FIRST FLOOR PLAN



SECOND FLOOR PLAN

PROJECT DESCRIPTION

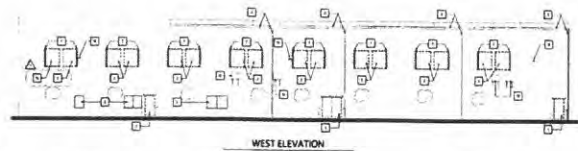
OAKLAND PARK MUNICIPAL BUILDING HARDENING PROJECT OVERVIEW:

Justin Architects, P.A. took the lead in orchestrating the comprehensive hardening initiative for the Municipal Building, incorporating the following key scope elements:

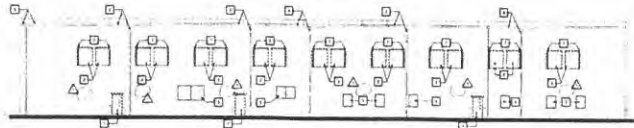
- **Building Enclosure Hardening:** Our approach began with a rigorous assessment of the existing roof conditions.
- **Exterior Windows and Doors Replacement:** Elevating security by upgrading the building's exterior through the installation of new windows and doors.
- **Elevator Modernization:** Elevators were modernized to meet contemporary standards, enhancing functionality and safety.
- **Generator Replacement:** A pivotal step in guaranteeing a seamless and uninterrupted power supply for critical operations.
- **Automatic Transfer Switch (ATS) Replacement:** Ensuring a smooth transition of power during unforeseen outages.

Our collaborative effort extended to the creation of meticulous construction documents, developed in close coordination with City Staff. Our foremost objective was to safeguard the continuity of critical services provided by this facility to the community.

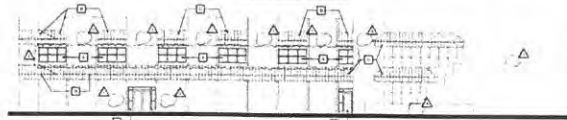
Additionally, our scope encompassed permit assistance and active involvement in Construction Administration, where we diligently worked alongside the City to adhere to budgetary constraints and meet the project's prescribed construction schedule. Furthermore, our responsibilities spanned the coordination and execution of structural, mechanical, electrical, plumbing, and fire protection elements, ensuring a comprehensive and seamless approach to the project.



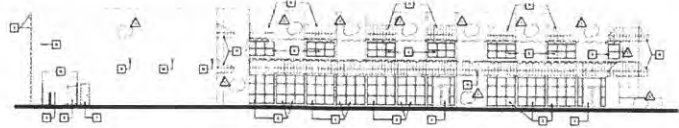
WEST ELEVATION



NORTH ELEVATION

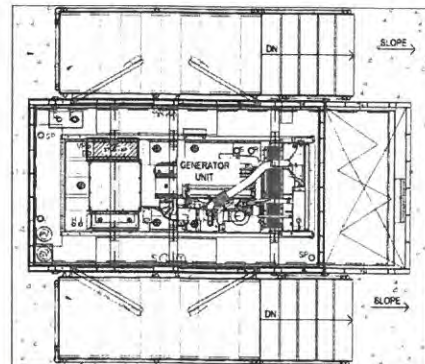


EAST ELEVATION



SOUTH ELEVATION

EXTERIOR ELEVATIONS



POMPANO BEACH PUBLIC SAFETY COMPLEX - BSO & FIRE ADMINISTRATION

Pompano Beach, Florida



Project Description

Justin Architects was commissioned in 2019 for a significant renovation project involving the Pompano Beach Public Safety Complex and Fire Administration Building. This endeavor encompassed the renovation of interior or spaces within two crucial facilities, namely the Public Safety Complex situated at 100 SW 3rd Street and 120 SW 3rd Street.

The scope of this renovation project was extensive and multifaceted. It involved the complete enhancement of the interior spaces within both the Public Safety Complex and the Fire Administration Building. These two facilities played pivotal roles in the overall public safety and emergency response infrastructure of the Pompano Beach community.

This project was the necessity for close and continuous collaboration with two essential stakeholder groups: the Broward Sheriff's Office (BSO) deputies and the Fire Department personnel. Given the nature of the facilities being renovated, it was imperative that the design and renovation process aligned seamlessly with the operational needs and requirements of both the BSO and the Fire Department.

This collaborative effort entailed ongoing communication and coordination with BSO deputies who were responsible for maintaining law and order within the Pompano Beach area. Their input and insights were invaluable in ensuring that the renovated spaces were conducive to their operational needs and conducive to their mission of public safety.

Similarly, working closely with Fire Department personnel was essential, as their daily operations and emergency response capabilities were of utmost importance to the safety and well-being of the community. The renovation project had to consider the unique requirements of firefighters, including the need for specialized facilities and equipment storage, to optimize their response times and effectiveness.



The renovation project at the Pompano Beach Public Safety Complex and Fire Administration Building was a complex and critical undertaking. It involved not only the physical transformation of interior spaces but also a deep engagement with the Broward Sheriff's Office and Fire Department personnel. This collaborative approach ensured that the renovated facilities were well-suited to meet the demands of public safety and emergency response for the Pompano Beach community.

TOWN OF DAVIE - NEW TOWN HALL, DESIGN CRITERIA PACKAGE

Davie, Florida



Project Description

Justin Architects has been entrusted by the Town of Davie to undertake a comprehensive architectural and engineering role, encompassing both design and construction services for the Design Criteria Package (DCP) of the new town hall and its associated site enhancements.

Functioning as a hub for administrative and civic activities, the New Town Hall is poised to accommodate 16 Departments. Among these, the Building, Engineering, Planning and Zoning Departments will find their home here, alongside the Community Redevelopment Agency (CRA) Department. The design approach artfully blends rustic western vernacular architecture with modern elements, respecting the town's historical heritage while propelling it forward into a promising future.

Throughout the meticulous site design process, Justin Architects remained steadfast in their commitment to preserve and seamlessly integrate the existing mature trees. The team also carefully considered the relocation and preservation of 9 memorial plaques, in addition to the Town's Time Capsule. To enhance accessibility, the site design incorporates 100 parking spaces on the eastern side of the project's location.

Adherence to the Building Construction Type aligns with the current Florida Building codes as mandated by the DCP. While the Town of Davie didn't mandate third-party certification for sustainable design, Justin's dedicated team aimed to weave sustainable design principles equivalent to LEED Silver into the project. This comprehensive approach seeks to minimize non-renewable energy consumption, conserve water, elevate indoor environmental quality, maximize the utilization of natural daylight, and optimize operational and maintenance protocols. The result is a thoughtful integration of functionality, aesthetics, and sustainability that will serve the Town of Davie with distinction.



PROJECT SUMMARY

Project Name:
Headworks Rehabilitation Project

Owner: City of Boca Raton Utilities Department

Client: Hazen and Sawyer, Inc.

Project Information:

Location: Boca Raton, FL

Dates: November 2015 – June 2016

Client Contact

Ms. Alexandra Smith-Prance, EIT

2101 NW Corporate Boulevard, Suite 301

Boca Raton, FL 33431

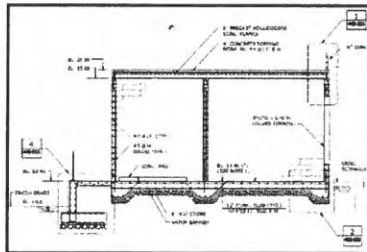
Phone No.: 561-977-8070

The Headworks Rehabilitation Project is located in the City of Boca Raton Waste Water Treatment Plant facility in the City of Boca Raton.

The project includes a new Headworks Electrical Building proposed to be constructed adjacent to the NW side of the existing Primary Sludge Pump Building to house new electrical and control equipment associated with the electrical and control system rehabilitation. A retaining wall is planned to be constructed on three sides of the proposed electrical building in order to raise grades for the building and to prevent water from bearing on the exterior walls during high water periods and prevent erosion due to the existing and final grade differences.



RADISE provided geotechnical engineering services including field exploration and laboratory testing services. The field exploration program to evaluate the existing subsurface conditions for the project consisted of drilling three (3) Standard Penetration Test (SPT) borings. Representative soils samples collected from the SPT borings were classified based on visual observations supplemented by laboratory test results performed on selected representative samples. Laboratory index tests consisting of Full Sieve Analysis, Percent Passing No. 200 Sieve, Moisture and Organics Content tests were performed on selected samples.



RADISE provided Geotechnical Services Report which includes the detailed graphical logs of the soil borings, groundwater levels, soil classification, geotechnical recommendations for the design and construction of the Headworks Electrical Building and Retaining Wall.

PROJECT ELEMENTS

- New Headworks Electrical Building
- Retaining Wall
- Floating Floor Slab

RADISE ROLE:

GEOTECHNICAL ENGINEER OF RECORD

Field Exploration and Testing

- SPT Borings

Laboratory Testing

- Moisture Content Tests
- Full Sieve Analysis Tests
- Percent Passing No. 200 Sieve Tests
- Organics Content Tests

Engineering Services

- Soil Classification
- Shallow Foundation Recommendations
- Retaining Wall Design Recommendations
- Construction Considerations

PROJECT SUMMARY

Project Name:

**Tamarind Avenue Streetscapes and utility improvements
(Banyan Blvd. to Palm Beach Lakes Blvd.)**

Owner : City of West Palm Beach, FL

Client: Calvin, Giordano & Associates

Project Information:

Location: City of West Palm Beach , FL
Dates: 12/2015 to 3/2016

Client Contact:

Mr. Patrick Figurella, P.E.
560 Village Blvd., Suite 340
West Palm Beach, FL 33409
Phone: 561-434-8918

The 2/3rds of a mile long project is located in West Palm Beach, Florida along Tamarind Avenue from Banyan Boulevard to Palm Beach Lakes Boulevard.

Tamarind Avenue is a two lane -two way road with on-street parking on both sides. The improvements include the city's planned water and sewer upgrades and drainage infrastructure improvements along with a new pavement structure and streetscape improvements. This subsurface infrastructure work will include replacing the city's 24-inch water main with new 30-inch D.I.P. piping.



RADISE provided geotechnical engineering services including field exploration/testing and laboratory testing services. The field exploration program consisted of drilling eighteen (18) SPTs borings and two field permeability tests which were performed in the proposed retention areas to evaluate the hydraulic conductivity characteristics of the existing soil profile components. The work also included drilling ten (10) pavement cores to evaluate the existing pavement thicknesses and profile sections of Tamarind Avenue.

Representative soils samples collected from the boring were classified based on visual observations supplemented by representative laboratory test results. Laboratory index tests performed consisted of full Sieve Analysis, Percent Passing No. 200 Sieve, Natural Moisture and Organics Content tests.

RADISE provided a Geotechnical Services Report which includes the detailed graphical logs of the soil borings, groundwater levels, soil classifications, permeability test results and asphalt, concrete and base rock thickness at the cored locations. RADISE also provided engineering recommendations for various components of the project including clearing and grubbing; excavation safety; select fill composition, placement and compaction criteria; underground utilities construction and pavement design considerations.

PROJECT ELEMENTS

- Roadway pavement Replacement / improvement
- New Streetscapes
- Utilities upgrades
- Drainage improvement

RADISE ROLE:

GEOTECHNICAL ENGINEER OF RECORD

Field Exploration and Testing

- SPT Borings
- Asphalt Coring
- Exfiltration Tests

Laboratory Testing

- Moisture Content Tests
- Full Sieve Analysis Tests
- Percent Passing No. 200 Sieve Tests
- Organics Content Tests

Engineering Services

- Soil Classification and Profiles
- Exfiltration Tests Result
- Recommendations
 - Clearing and Grubbing,
 - Underground Utilities,
 - Select Fill Composition, Placement and Compaction
 - Utility Excavation and Dewatering
- Flexible Pavement Design

City of West Palm Beach Loftin Place Street Lighting

Project Entity:

City of West Palm Beach, FL
401 Clematis St, West
Palm Beach, FL 33401,
United States

Contact:

Laura Le
(561) 822-1300

Project Description:

Designed the electrical systems, including new decorative lighting poles and fixtures, for the Loftin Place development along North Dixie Highway between 6th St. and Eucalyptus St. The electrical systems included a new electrical service and power distribution for photoelectric controlled street lights. Calculations for the roadway illumination were made in accordance with city requirements, and light pole details prepared for the selected decorative lighting.

Responsibilities:

Electrical engineering, preliminary design, preparation of engineering design and construction plans and specifications, cost estimates, contract documents, bidding, permitting, construction management and construction observation, and certification through project close-out.



City of Lake Worth Beach Master & Re-Pump Stations

Project Entity:

City of Lake Worth Beach
120 N. Federal Hwy. Suite 104
Lake Worth Beach,
Florida. 33460

Contact:

Julie Parham, P.E.
Senior Project Engineer
(561) 533-7369

Project Description:

Two (2) existing wastewater pump stations were recently rehabilitated. The work included the installation of new variable frequency drives (VFD's) and remote telemetry units (RTU's) for the control of existing wastewater pumps. At the Master-Pump Station a new electrical room was enclosed and air-conditioned to house the new VFD's. The existing electrical service was modified to distribute power to the new equipment.

At the Repump Station new VFD's were installed within the pump station and fed from the existing electrical service which was modified for this purpose. Upgraded telemetry systems were designed for both stations to replace the existing, aging systems, and to provide control and status reporting to the existing central station.

Responsibilities:

Electrical engineering, preparation of engineering design and construction plans, cost estimates, contract documents, bidding, permitting, construction management and construction observation, and certification through project close-out.



City of West Palm Beach Clematis Streetscape Improvements

Project Entity:

City of West Palm Beach, FL
401 Clematis St, West
Palm Beach, FL 33401,
United States

Contact:

Tinu Pena
561-494-1051

Project Description:

Smith Engineering Consultants, Inc. designed the electrical systems, including new decorative lighting poles and fixtures, along Clematis Street in the 100 and 200 Blocks from Flagler Drive to Olive Avenue. The electrical systems included a new electrical service and power distribution for photoelectric controlled street lights, power pedestals and receptacles. Calculations for the roadway illumination were made in accordance with city requirements, and light pole details prepared for the selected decorative lighting.

Responsibilities:

Electrical engineering, preparation of engineering design and construction plans, cost estimates, contract documents, bidding, permitting, construction management and construction observation, and certification through project close-out.



Palm Beach County LS 5243 Generator Installation

Project Entity:

Palm Beach County
Water Utilities Department
8100 Forest Hill Blvd.
West Palm Beach, FL 33413

Contact:

John Rich, P.E.
(561) 493-6116

Project Description:

The project included the installation of a standby power generator and diesel fuel tank at the County's existing Lift Station No. 5243. The existing chemical building is being modified to house the relocated generator. A new above ground, diesel fuel tank will be installed on site to provide adequate fuel for the required duration of operation.

A new electrical service was designed, including a new automatic transfer switch, to provide both normal and emergency power to the wastewater pumps. A new pump control panel was designed in accordance with the County's latest standards.

Responsibilities:

Electrical engineering, preparation of engineering design and construction plans, cost estimates, contract documents, bidding, permitting, construction management and construction observation, and certification through project close-out.



City of West Palm Beach

Lift Station Improvements and Rehabilitation (LS Nos.: 4, 7, 44, 52, 75, 74, and 153)

Project Entity:

City of West Palm Beach
401 Clematis Street
West Palm Beach, FL 33401

Contact:

Suzanne Halverson, P.E.
(561) 494-1075

Project Description:

This project consisted of the rehabilitation of several existing lift stations and included electrical design, including power, controls, instrumentation and telemetry/SCADA for the installation of new pump control panels and remote telemetry units (RTU's), throughout the City of West Palm Beach's service area.

Responsibilities:

Electrical engineering, preparation of engineering design and construction plans, cost estimates, contract documents, bidding, permitting, construction management and construction observation, and certification through project close-out.



4 – Approach To Project Management (20 points)



Craig A. Smith & Associates

Engineers • Surveyors • Subsurface Utility Engineering
3D Subsurface Imaging • Utility Coordination

4 - APPROACH TO PROJECT MANAGEMENT



GENERAL PROJECT APPROACH

Our project philosophy is to provide experienced professional staff to work seamlessly as an extension to the Town's staff to provide the best possible services and solutions to complete the assigned projects, cost effectively and on schedule. Establishing a clear set of goals and deliverables that will meet project requirements and continuously coordinating with team members and Town staff during all phases of the projects will be critical for success.

The CAS philosophy utilizes a phased approach towards assisting the Town and for implementation of each assigned project. Our project approach is as follows:

PHASE I – PROJECT DEVELOPMENT AND PLANNING

- Meeting with Town Staff to review the project scope (Pre-Design Conference)
- Develop a fee proposal to match the project scope
- Finalize the scope and proceed with a kickoff meeting with the Town Staff
- Perform Pre-Design Field Condition Assessment
- Prepare preliminary (conceptual) engineering design plans
- Prepare preliminary construction cost estimate for budgeting purposes

CAS shall develop project scope, prioritize and phase design work for the assigned capital improvement projects in a manner that will avoid schedule conflicts and allow for an efficient flow of work. The CAS Team believes a **high level of consistent communication** is essential in providing a successful completion of the assigned projects. Our design and construction management team will maintain a high level of communication with continuous accessibility to CAS staff and all other team members (sub-consultants). The CAS Team goal is to seamlessly operate as an extension to Town staff to satisfactorily complete projects on time and on or under budget.

PHASE II – SURVEY AND ENGINEERING DESIGN

- Survey site as needed



Craig A. Smith & Associates

Engineers • Surveyors • Subsurface Utility Engineering
3D Subsurface Imaging • Utility Coordination

4 - APPROACH TO PROJECT MANAGEMENT

- Review existing record drawings, utility atlases and evaluate field conditions
- Utility Locates utilizing available technologies, such as *Vacuum Soft Digs*, *EM Designation*, *2-D GPR* and *3D Radar Scanning*
- Utilize necessary Engineering (Electrical) design methods, establish all design requirements
- Utility Coordination (Cable Companies, Gas, FPL, etc.)
- Establish all permitting requirements
- Prepare preliminary conceptual cost estimate
- Prepare preliminary 30% engineering design plans
- Quality control meetings with CAS staff
- Meet with Town Staff to review project design, schedule and budget
- Prepare 60% engineering design plans
- Pre-Permit Meeting with Regulatory Agencies
- Adjust preliminary project quantities and estimated costs

PHASE III – FINAL ENGINEERING AND BIDDING

- Preparation of 90% Engineering Design Plans
- Preparation of final specifications and contract documents
- Quality Assurance Review with the Town
- Finalize cost estimate; Develop Bid Tabulation (Schedule of Values)
- Meet with Town Staff to review project design, schedule and budget
- Finalize permitting
- Deliver 100% Engineering Design Plans (Construction Plans)
- Provide any final plan and specification revisions for bidding
- Advertise for Bidding
- Bid Project (typical 30 days); solicit qualified bidders
- Prepare bid addenda and answer contractor RFI's
- Assist Town in receipts of bids
- Review bids and bidder qualifications
- Recommend award
- Assist Town with contracts

PHASE IV – CONSTRUCTION MANAGEMENT

The CAS team can provide the following Engineering Inspection (CEI) services as required by the Town:

1. Public Outreach Meeting

The CAS team will schedule a public stakeholder outreach meeting at the Town's facilities as noted in the CAS team Outreach approach.

2. Pre-Construction Services and Construction Progress Meetings

The CAS team will prepare the agenda and facilitate the pre-construction conference with selected Contractor and Town staff. Prepare and issue written minutes of meeting. The pre-construction meeting and construction progress meeting agendas may include, but will not be limited to:

- Organization and team member roles
- Project communications
- Procedures for shop drawing submittals and submittals during construction



Craig A. Smith & Associates

Engineers • Surveyors • Subsurface Utility Engineering
3D Subsurface Imaging • Utility Coordination

4 - APPROACH TO PROJECT MANAGEMENT

- Discussion of project safety
- Pollution prevention
- Phasing and Sequencing Plan
- Work Schedules
- Communications/coordination protocols with the Town and stakeholders
- Maintenance of Traffic (MOT)
- Scheduling progress meetings
- Shop drawings / submittals review and approval process
- Change order process management
- Progress payments and progress reporting
- Inspections and testing
- Utilities locating requirements
- Record drawings/Operation manuals
- Warranties
- Start-up & Testing
- Substantial Completion
- Project Closeout



3. Review of Required Documents and Submittal from Contractor

The CAS team will receive, log and review the required documents submitted by the contractor. The document review will include miscellaneous submittals, such as schedule of values, cost loaded CPM schedule and sequencing, Quality Assurance Plan, MOT Plan, Safety Plan, Pollution Prevention Plan, Phasing Plan, Contractor's list of sub-contractors and suppliers, Requests for Information (RFI), as well as compliance submittals; such as, shop drawings, inspections and testing reports.

4. Review of Contractor's Update to the Construction Schedule and Sequencing

The CAS team will review the contractor's monthly updates to the proposed project schedule. The CAS team will review and validate to ensure that construction of the project is on schedule or advise the Town Project Manager of any variance from the originally approved project schedule.

Review of contractor submittals to address progress updates as part of financing requirements of the project during construction and at project close out, if required.

5. Review of Contractors Applications for Payment

The CAS team will perform review and verify the completed pay requests submitted monthly by the contractor based on observed and documented work completed and materials stored on-site during the pay period as well as supporting documentation submitted by the contractor as an attachment to the pay request.

6. Progress Meetings

The CAS team will conduct, prepare agendas and minutes for bi-weekly construction progress meetings. The progress meeting agenda will include, but is not limited to, the following items; review of the previous minutes, project safety, Town and resident issues, permitting, construction schedule, submittals, RFIs, quality control issues, construction sequencing & phasing, MOT, change orders and payment applications.



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7. Change Order Review and Assistance

The CAS team will review all submitted requests for work change directives and change orders and assist the Town Project Manager with the facilitation of the directive and/or change order. Services provided in this task include minor modifications to the design drawings and any plan reproduction required.

8. Construction Observations

The CAS team will provide part-time construction observation in our role as the Resident Project Representative (RPR) on-site during the Construction Phase. Tasks to be performed by the RPR will include: attendance at meetings or conferences and addressing Contractor's Request for Additional Information (RAI's), serving as the owner's liaison with the contractor, maintaining orderly files for communication, progress photos, submittals and reports, maintaining a daily log book of activities and review of completion certificates.

9. Substantial Completion

The Engineer of Record (EOR) and RPR will perform a joint inspection, with the Town Project Manager, of the work completed to determine if the requirements of the substantial completion have been met. Substantial completion shall include Stormwater pump station start-up and testing. The CAS team will generate the Substantial Completion Inspection Punch List that includes items to be addressed prior to Final Inspection.

10 Final Inspection and Acceptance

Services included under this task are the Final Inspection in coordination with the Town Project Manager for review of the completed project and verification that all items listed on the Substantial Completion Inspection Punch List have been satisfied. Upon review, the CAS team will provide written opinion to the Town and the financing authority that the Contractor has completed all work required as required under the contract documents. The CAS team shall also submit the certification documentation to the required permitting agencies as required.

11. Record Drawings

The CAS team will review the Record Drawings prepared by the contractor's professional surveyor, registered in the State of Florida upon the completion of construction. The record drawings will include post-construction project information such as operation manuals and identify any significant deviation from the approved project design.

12. Project Close Out

In conformance with contract documents, The CAS team will review, and deliver to the Town Project Manager, the required contract documentation to be submitted by the Contractor as listed under the construction agreement. In addition, The CAS team will provide one complete set of final shop drawing submittals and approved signed and sealed as-built drawings as prepared by the Contractor.

13. Final Payment and Release of Retainage

In Conformance with the contract documents, the CAS team will verify that:

- The contractor's accounts are in order; considering items such as original contract sum, additions and deductions (per Change Order Summary) and any changes or adjustments required of the Schedule of Values that have been accepted.
- Retainage amount is correct.
- Certificate of Final Completion has been issued.



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- Final acceptance has been obtained from the permitting agencies.
- The Contractor has provided a Final Release in accordance with the contract.
- All required certificates of inspection and occupancy have been obtained from public authorities, utility companies, and other public agencies.
- Completed Record Drawings have been received and accepted by the Town.
- Notification of consent to surety, if any, to make Final Payment to Contractor.
- Amount of Liquidated Damages withheld (if applicable).
- Contractor's Warranty.

Engineering Design and Inspection services shall be provided throughout the construction period of each project as required.

The CAS Team has a knowledgeable and experienced construction management team which is important for keeping a construction project on schedule, realizing potential cost savings and minimizing construction impacts. The CAS Team has experienced staff to provide effective contract administration including cost estimating, schedule review, shop-drawing submittal review, processing of change orders and any other related construction management activities. The CAS Team will ensure key construction project elements are documented and updated regularly and that any issues are addressed efficiently. The CAS Team will ensure that the contractor is held accountable, abiding according to design documents and meeting all contractual obligations. CAS will submit monthly construction progress reports to the Town, which will include summary of work completed, critical issues requiring resolution in order to maintain project schedule, planned budget versus actual cost to-date, planned work schedule for the next month and identification of any upcoming conflicts or other critical items.

Quality Assurance/Quality Control:

Quality control throughout the project duration is handled by means of a check and balance system and through the team's client relationships we form during the project providing continuous open, often face-to-face and honest lines of communication. CAS conducts weekly QA/QC meetings in-house every Monday to ensure the project remains on schedule and within budget. The CAS process will be methodical and timely in approach. The established goals identified in the project initiation will be implemented through the design phase of the project.

Members of the CAS Team will also meet regularly to establish consistent quality review framework.

- Quality Standards are fundamental to the success of the project. CAS prides itself on the consistent high quality of our output, whether it is project plans, specifications, design elements, comprehensive studies, survey, utility locates or grant writing.
- At CAS we are committed to achieving and maintaining the highest quality standards possible and ensuring the client's satisfaction. Refer to **Exhibit A - CAS Design Process Flow Chart** and **Exhibit B - CAS Construction Process Flow Chart** at the end of this section as an example of the typical process implemented.



Permitting:



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The CAS Team has over 40 years of experience and understanding of the regulations and statutes in South Florida as they pertain to water/wastewater utility, drainage and road projects and has successfully completed the permitting and construction of similar improvement projects for the City of Hollywood, City of Miramar, Broward County Parks and Recreation, City of Parkland and City of Coconut Creek, Town of Pembroke Park, City of Lauderhill, City of Pompano, Palm Beach County Water Utilities, City of Belle Glade, City of Lake Worth, Town of Golden Beach, Sunny Isles Beach, City of North Miami Beach, Bal Harbour Village, City of Oakland Park, City of Moore Haven, Glades County and Village of El Portal. We understand that permitting agency coordination which includes compliance with the necessary regulations and proper communication with agencies is an important aspect of all projects.

During the early stages of the design of a project, the CAS Team will coordinate with the different regulatory agencies by scheduling pre-application meetings to identify any “permitting challenges” that may impact the schedule and/or design of the project. A 100% Design Review meeting will be scheduled with Town staff for final comments and revisions prior to submitting to regulatory agencies for permitting. CAS Team’s experience and relationships with local regulatory agencies, such as FDEP, FDOT and Palm Beach Health Department combined with a proactive approach will ensure that each project is permitted in a timely manner and therefore advertised for bid on schedule.

Bidding Services:

CAS staff shall provide answers to project specific questions (contractor RFIs) generated by bidders during the advertisement period. A thorough bid review will be conducted after bid opening to ensure the Town will retain a qualified contractor the project construction. The following item shall be evaluated:

- All Bid Documents are properly completed and submitted in completion by Bidder (Responsive Bid)
- Bidder is fully licensed and has a permanent location of business
- Bidder has sufficient bonding capacity to cover performance of work
- Bidder has sufficient construction staff and equipment
- Bidder will perform a certain percentage of work with his own forces
- Prime contractor is experienced in performing work
- Any subcontractor proposed are qualified in performing the assigned work
- Bidder meets all insurance requirements

Public Outreach:

Residents and homeowners need to be informed, educated and updated at various phases of a project. Throughout these projects, there will be various levels of community interest in this project including its impacts on nearby residences, streets, drainage, emergency services, and anticipated construction schedules. The community will need assurances that projects shall be constructed in a manner that minimizes impacts to traffic and access to business and homes. Dealing with the difficult but most concerning public issues first, will garner and establish a workable trust/comfort level for all parties affected moving forward. In addition, addressing the more common inconveniences such as street closures, detours, construction activities and the like, will be much easier to manage.

For the determination of how we engage the public, the CAS Team will coordinate with local residents in receiving their comments, disclosing their issues and concerns. As a primary approach strategy, we envision the use of several community charettes to illustrate the extent of the project area and impact during construction to nearby residences. In addition, the benefits of community charettes when



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conducted properly, present an opportunity for residence to actively participate in voicing their concerns.

There are additional outreach methods that may be employed to keep those directly and indirectly affected by these construction projects as on-line polling surveys like surveymonkey.com, diagram door-hanger notices, community meetings, Town website postings, water bill stuffers, Town Commission meeting announcements, public charrettes, social media outlets. These additional methods are also effective in providing notifications to residents and other stakeholders who cannot attend public meeting. Any one or a combination of the above mentioned methods will supplement the Community Charettes depending on duration of the project. Also, it is important to understand that project misinformation, rumors and bad information generated by the public can be resolved through the above-mentioned channels as well. Equally important are benefits of the project and they too can be conveyed through all the channels mentioned above.

The CAS team is confident that the above-described Community Outreach and Public Involvement Approach Strategy will be completely effective as it has in numerous other similar capital improvement projects completed by CAS and is amenable to flexibility, adjustments and modifications as deemed most suitable by the Town.

CAS team will consider the following public participation activities, as deemed appropriate:

1. Project newsletters
 - a. Pre-Construction
 - b. Provide Notification & Project Scheduling
2. Group public meetings and/or hearings (as required)
 - a. 60 percent design (site-specific issues)
3. Group briefings upon request
 - a. Town Commissioners and staff
 - b. Other local government officials
- c. Residents along affected near the project area
4. Project website
 - a. Develop new or revise project website
 - b. Update at significant project milestones
 - c. Maintain during construction to identify significant project milestone progress
5. Provide or coordinate with a Public Relations/Client Coordinator during the design and construction of the project to:
 - a. Contact and address any questions
 - b. Coordinate with residents regarding construction activities and temporary changes in ingress/egress
 - c. Generate automated email bulletins through the project website (if necessary)



Project Monitoring & Cost Estimating:

In order to get the most accurate budget price at the pre-construction phase and the construction phase, The CAS Team details all design items into many small parts that will add up to one whole part (Bill of Materials). By doing this our cost estimates are very accurate. Our track record with cost estimates to bids has been within 5-10%. The CAS Team' philosophy utilizes a phased approach towards



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assisting the Town in problem solving and for implementation of public works and planning projects. **“Schedule, Cost Control and Team Work”** - The CAS Team approach is to develop milestones and defined deliverables with the Town in order to meet the Town’s requirements. We will identify potential issues early in the project so necessary action can be taken to keep the project on schedule.

The CAS Team will provide the Town with the design schedule for each project for review and approval prior to commencement of design, including critical path items. CAS will review the design schedule with the Town staff on a monthly basis and verify that it is consistent with the requirements of the contract for design and bidding. Any changes to the schedule milestones or deadlines shall be approved by the Town. CAS will advise the Town of any areas where the schedule is not in compliance with the contract.

We continually update the cost of the project in order to stay on budget. If an issue develops with the schedule, cost or the budget, we advise the Town and develop a plan for corrective measures with the staff. We consider the Town and The CAS Team as one team, all striving for the same goal of a quality product on schedule and on or below budget. The CAS Team Technical Reviews shall be conducted throughout the project schedule by the Principal members of our firm as part of our commitment to quality engineering.

The CAS Team will prepare an opinion of probable construction cost in accordance with the American Association of Cost Engineering (AACE) at the following stages:

- 30% schematic design
- 60% design development
- 100% construction documents

This cost estimate will be prepared for guidance in project evaluation and implementation from the information available at the time the estimate is developed. The final costs of the project will depend on actual labor and material cost, competitive market conditions, final project scope, implementation schedule, and other variable conditions.

We propose to negotiate a total cost for projects upon selection and prior to contracting. **Our goal is to have no change orders.**

Ability to Meet Schedule:

We pride ourself on our ability to **tallor our services to meet our clients’ needs**. We are proud of our past history of successful design projects. This success is a result of our **highly experienced staff members** who have created a cohesive team ensuring projects are completed in a **timely and cost effective manner**. CAS is dedicated to execute the project schedule established at the beginning of the project. The CAS Team shall include a pre-construction conference to establish key project contacts with the Town, regulating agency and CAS. After this meeting a detailed construction project schedule will be established. This will be updated through the construction process as needed. Construction Management Team updates will be provided on a regular basis as requested by the Town and to all involved with the project. Status of each milestone identified at the pre-construction meeting will be provided on a monthly basis along with construction progress reports.

The CAS process will be a methodical and timely approach. CAS will assist in implementing goals established in the project scope during the construction phase of each project. Many utility capital



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improvement projects that CAS designs and manages are grant funded which have established completion dates no to exceed, thus CAS is accustomed to working on projects with strict deadlines.

CAS STAFF AVAILABILITY & ACCESSIBILITY

CAS is committed to allocating all necessary staff and resources required for the timely completion of the project. The key to the success of the project will be frequent face-to-face communication between Town staff and the key staff of the CAS team at scheduled project meetings. All CAS staff assigned to each project will be available to attend scheduled project updates and construction progress meetings with the Contractor and Town staff in person or as deemed necessary for the successful completion of each project. CAS's corporate headquarters is only 20-25 minutes from the Town's administrative offices thus ensuring immediate response and direct availability of our staff. CAS shall commit management, survey, engineering, construction field inspectors and supporting staff to each assigned project to ensure accessibility and availability during the entire duration of each project. CAS will respond very quickly (usually within the hour, but no later than end of the business day) to any phone or email correspondence from Town staff. A minimum of 24-hour advance notice for pre-scheduling meetings with Town staff will be attainable.

PROJECT SCHEDULING

Craig A. Smith & Associates proposes a comprehensive scheduling methodology that ensures the effective management and execution of water main replacement, sanitary sewer improvement, and drainage/roadway improvements and other ancillary projects within optimum timeframes. Our proposed scheduling methodology begins with detailed pre-planning. This involves scoping the project based on our clients' needs and the site constraints, followed by developing a realistic and achievable schedule, taking into account the various regulatory approvals and permit processes.

Next, we incorporate Work Breakdown Structure (WBS) practices to divide the project into manageable chunks, each with its separate timeline and resources. Through the utilization of advanced project management tools like Primavera P6 or Microsoft Project, CAS can maintain detailed schedules and continuously track project advancement.

Concurrent Engineering practices are employed to fast-track project timelines. This approach allows multiple design/construction activities to occur in parallel. For instance, while the water main replacement construction begins, construction of a sanitary sewer improvement can likewise progress. Critical path scheduling is used to identify tasks that directly impact the project timeline, ensuring these tasks are prioritized and managed effectively to prevent any delays, such ordering of certain construction materials and their associated long lead times associated with on-going supply chain issues.

To accommodate the inevitable uncertainties and unplanned issues that arise in any project, we incorporate risk management into our scheduling methodology. By identifying potential risks early, we deploy mitigation strategies to counteract their impact on the schedule.

Finally, communication is vital for our scheduling methodology. Regular status update meetings with the project stakeholders and immediate notification of any changes in schedule maintain transparency and trust with our clients. By applying this scheduling methodology, Craig A. Smith & Associates ensures that water main replacement, sanitary sewer improvements, and drainage/roadway improvements and any ancillary projects are carried out promptly, efficiently, and effectively, achieving customer satisfaction consistently.

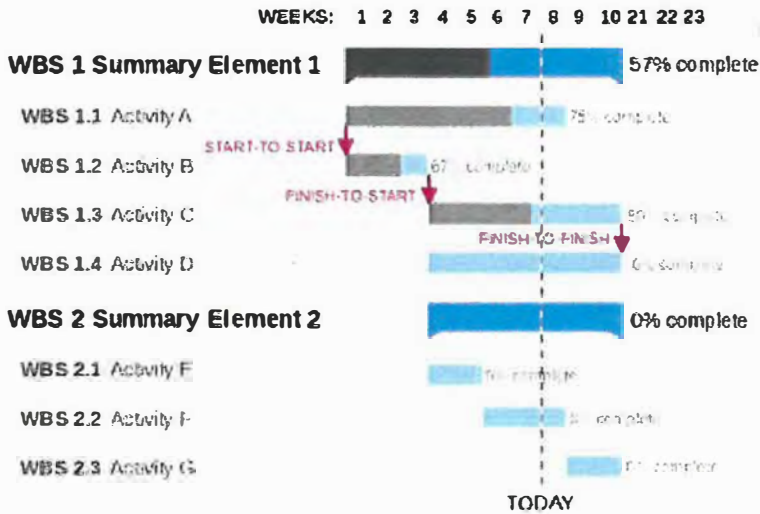


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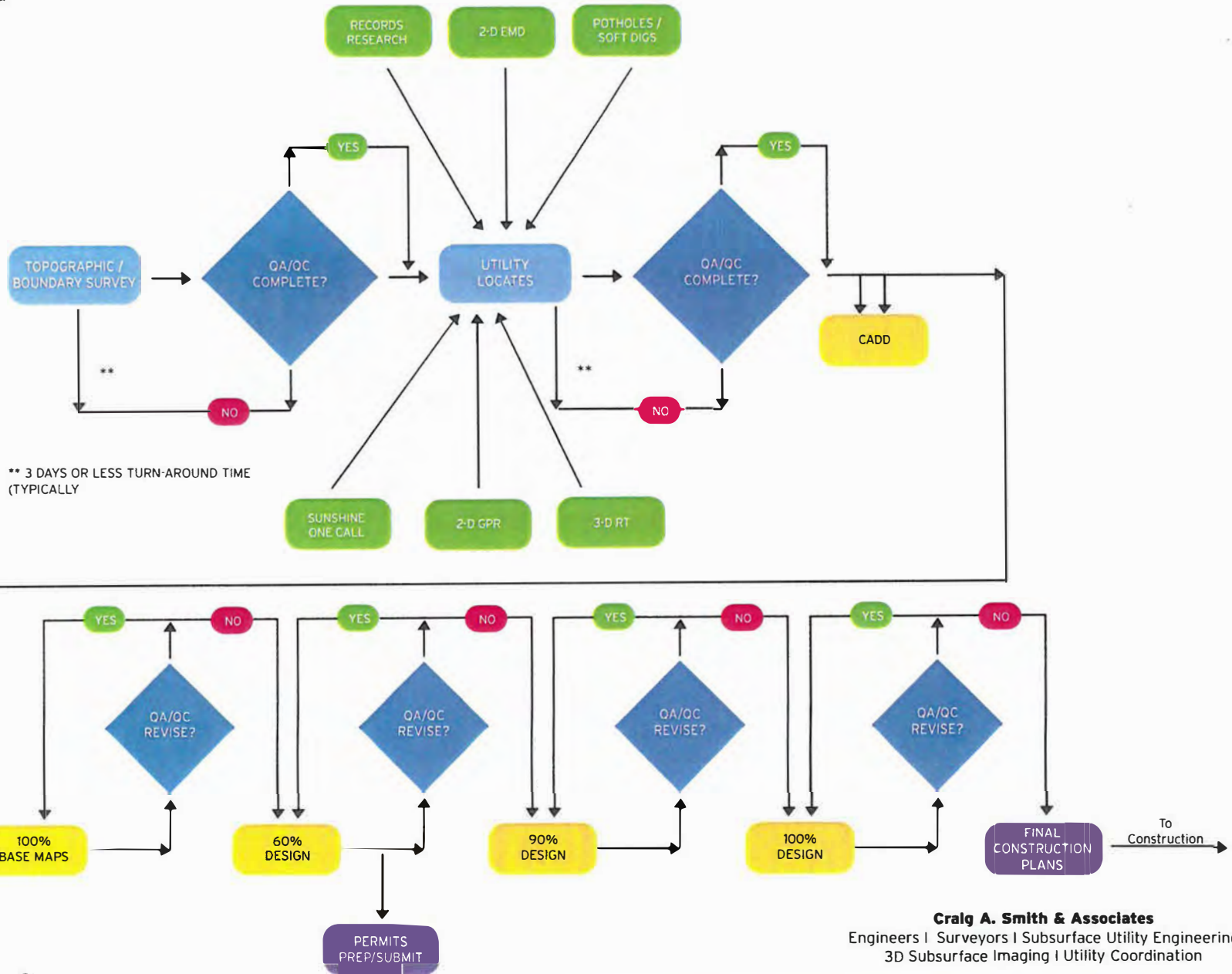
Typically, the awarded contractor will submit a Construction Schedule to Owner and Construction Manager in an industry standard format such as a Gantt Chart. See below example below.



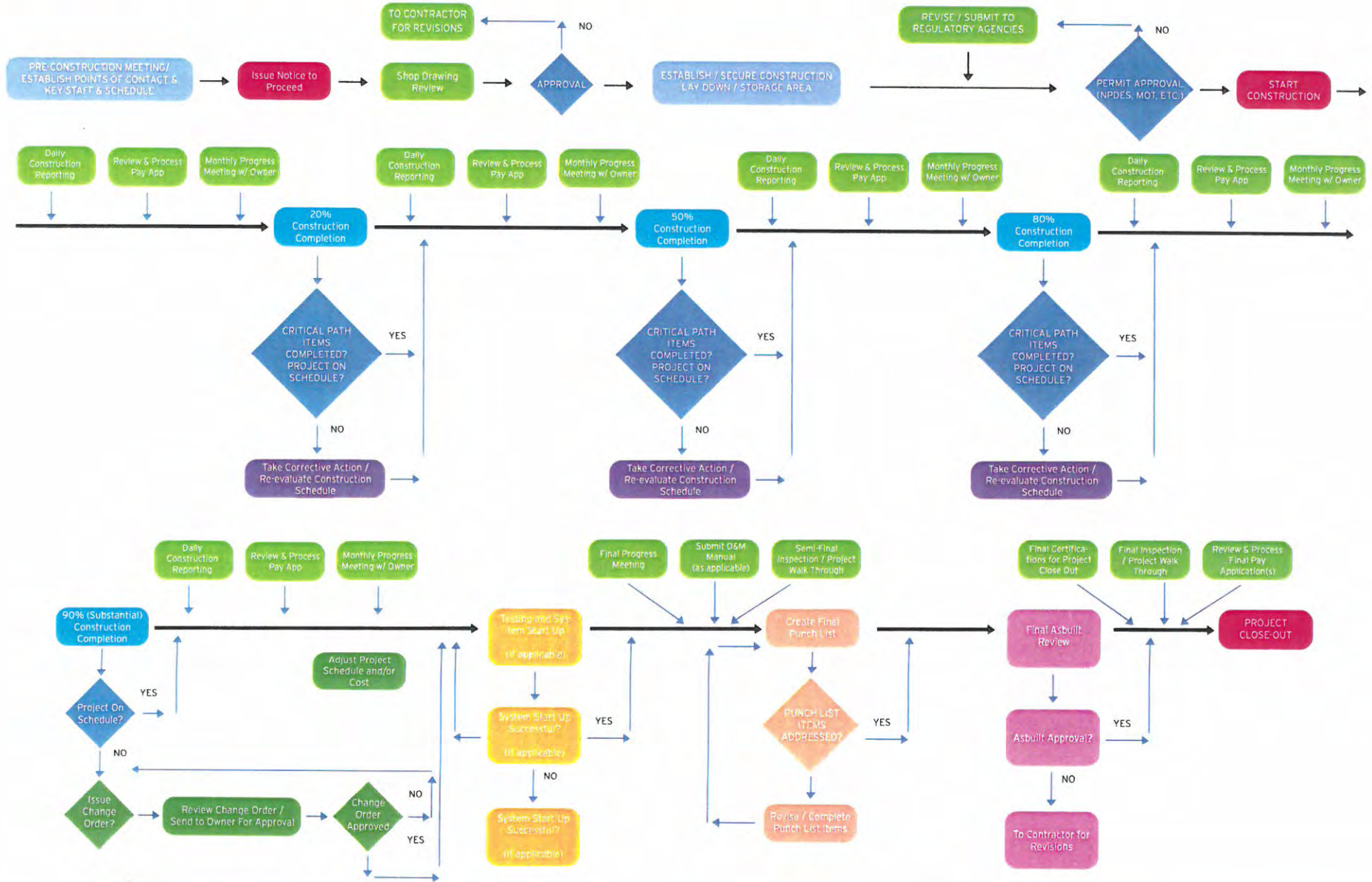
The Owner and Construction Manager will review the Gantt Chart/schedule for compliance to the contract requirements and the needs of the Owner. If the proposed schedule does not meet the Owners Contract or desired timeline the schedule may be negotiated with the contractor until all parties agree to the construction schedule. Once the Schedule is approved by the Owner and Construction Manager, construction will begin. The schedule shall be continuously monitored by the Construction Manager throughout the duration of the project. Gantt Charts or Construction Schedules will be submitted by the contractor every month or attached with every pay application. These Schedules shall be reviewed for approval by the Owner and Construction Manager, if schedule changes are required change orders may be issued. This process shall continue throughout the project to Substantial Completion. Once the project has reached Substantial Completion, which may be dependent upon the methodology of the contracts, the owner may withhold final payment until the contractor completes construction and Final Completion documents are issued with final payments.

A detailed project scheduling will be developed upon review of construction plans, technical specifications, bid schedule, other bid documents and project site investigation. Final scheduling and change orders will strongly be dependent upon the quality of the construction plans and experience and qualifications of the awarded contractor.

PROCESS FLOW CHART



CAS CONSTRUCTION MANAGEMENT FLOW CHART



5 – Resources, Availability, and Commitment (20 points)



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5- RESOURCES, AVAILABILITY AND COMMITMENT

CAS has proudly served the South Florida community for **over 43 years**, offering unparalleled expertise and a robust portfolio of **successfully completed projects**. Our firm's deep roots in the area underscore our **commitment to the stability and economic vitality of the communities we serve**, including the Town of Highland Beach.

Our **dedication to excellence** is reflected in our **unwavering commitment** to delivering projects that meet time and budget constraints. This fundamental principle is woven into the fabric of our operational methodology. We have consistently **demonstrated flexibility and attentiveness** to the unique needs of each town, city or county we partner with, ensuring that our clients' objectives are met with the highest standard of service.

CAS maintains a policy of **transparency and accountability**, which is why we openly list all projects currently under our stewardship. This list is readily available to municipal partners and provides a clear view of our workload and resource allocation. We are fully prepared to add the Town of Highland Beach to our distinguished client portfolio without compromising our dedication to responsiveness and availability.

Our firm is structured to **maximize efficiency**, comprising teams of specialized personnel adept in managing multiple concurrent projects without sacrificing quality. We have a strong workforce of 43 employees, a number that reflects our capacity for taking on additional projects while maintaining individualized attention to each client.

In terms of available resources and support, we utilize the **latest industry-standard technology** and project management tools, streamlining our processes and communication to ensure that projects progress smoothly. This technology also enables us to provide **real-time updates** and **maintain open lines of communication with our clients**, a testament to our firm's commitment to responsiveness.

Our financial stability, corroborated by more than **four decades in the industry**, allows us to possess the necessary working capital to see projects through to completion. This financial robustness also ensures that we are well-equipped to meet the budget and time requirements for the Town of Highland Beach's projects.

At CAS we underscore the value of **resources, availability, and commitment** to meet and exceed the expectations of the Town of Highland Beach. Our assurance is two-fold: we not only have the resources in terms of personnel, technology, and capital to dedicate to your projects, but we also have the systems and processes in place to assure continual availability and steadfast commitment.

Our resource pool is comprehensive, including a **multidisciplinary team** of experts capable of adapting to the dynamic requirements of any project. With a staff deeply experienced in the logistical and operational complexities specific to the South Florida region, our personnel allocation strategy ensures that each project receives a **tailored team designed to meet its unique challenges effectively and efficiently**.

Availability, a critical aspect of our client relationships, is a cornerstone of our firm's reputation. We maintain a high level of proactive communication to ensure that all stakeholders are informed and engaged throughout the project lifecycle. **Our commitment to the Town of Highland Beach is unwavering – your priorities become our priorities, and your deadlines drive our action plans**. We adapt our schedules to accommodate new projects swiftly, and our adept project managers excel at integrating new endeavors into the existing workflow seamlessly.



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5- RESOURCES, AVAILABILITY AND COMMITMENT

Our long-standing **stability in the market** enables us to hold **steadfast in our commitments, fulfilling promises and delivering results that establish trust and foster long-term partnerships**. When CAS takes on a project, our commitment is absolute: the resources and strategies to bring the project to successful completion are firmly in place, bolstered by an unremitting resolve to stay **accessible to our clients** at every turn.

CAS is not just a service provider but a **longstanding stakeholder in the prosperity of South Florida**. Our promise to the Town of Highland Beach is a **partnership built on trust, outstanding service**, and the committed utilization of all necessary resources to achieve the town's goals. We look forward to the prospect of working together to meet the goals of the Town of Highland Beach.



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CURRENT WORKLOAD

WORKLOAD

CAS is currently reaching completion on many projects as per the current work listing below and is available to accept new projects. Listed below is a chart showing current workload with percentage of completion.

CLIENT	PROJECT	PERCENTAGE COMPLETE	
		DESIGN	CONSTRUCTION
City of Belle Glade	2023 SCOP Resurfacing Projects – Funding Assistance Applications (13 streets)	0%	0%
City of Belle Glade	Basin D Stormwater Project	5%	N/A
City of Belle Glade	SW Area D SURVEY	60%	N/A
City of Belle Glade	Civic Center SURVEY	60%	N/A
City of Belle Glade	3 rd Street Drainage Improvements – Phase II	80%	0%
City of Boca Raton	Water Treatment Plant Building No. 11 Rehabilitation – Survey & SUE	95%	N/A
City of Boca Raton	Wastewater Treatment Plant Aeration Basin Improvements – Survey & SUE	85%	N/A
City of Hallandale Beach	NE 7 th Force Main Improvements	30%	0%
City of Hallandale Beach	Wastewater Triplex Lift Station	100%	2%
City of Hallandale Beach	Layne Boulevard Sewer Force Main Improvements	20%	0%
City of Hallandale Beach	Lift Station No. 7	0%	0%
City of Sunny Isles Beach	Center Island Area Pump Station & Drainage Improvements	100%	0%
Town of Pembroke Park	Lift Station No. 17	30%	0%
Town of Pembroke Park	Sanitary Sewer Master Plan	80%	N/A
Town of Pembroke Park	Lift Station No. 14	20%	0%
Town of Pembroke Park	SW 25th Street Stormwater Improvements	95%	0%
Town of Pembroke Park	Lift Station No. 19	20%	0%
Hardee County	Torry Preserve	50%	0%
Hardee County	Pioneer Park	0%	0%
Hardee County	Wauchula Phase 8	75%	0%
Hardee County	Torry Preserve	90%	
Hardee County	Wauchula Hills Phase 7.0 – Residential Water Main & Gravity Sewer Extension	100%	0%
City of Moore Haven	Downtown Redevelopment Roadway & Stormwater Improvements	100%	1%
City-County Public Works Authority – Glades County	U.S. 27 Corridor Sewer Force Main & Wastewater Lift Station Project	100%	1%
City-County Public Works Authority – Glades County	Gravity Sewer, Lift Station & Force Main Improvements - Phase 5A	100%	100%
City-County Public Works Authority – Glades County	Wastewater Treatment Plant 5-Year Operating Permit Renewal	25%	N/A
City of Margate	Lift Station #7 Conversion/Rehabilitation	100%	99%
City of Margate	Replace Existing WWTP Triplex Lift Station & Dumping Station	100%	TBD
City of Margate	Lift Station #20 Conversion/Rehabilitation	100%	TBD
City of N. Miami Beach	Snake Creek Canal Pedestrian Promenade – Survey & SUE	0%	N/A



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CURRENT WORKLOAD

City of Okeechobee	Okeechobee Commerce Master Plan	20%	N/A
South Florida Water Management District	Okeechobee County El Rio Stormwater Treatment Area - Survey	10%	N/A
City of Oakland Park	S-36 Pedestrian Access	98%	0%
City of Oakland Park	NE 11 th Street Streetscape	98%	0%
Spring Lake Improvement District	WTP No.1 Electrical & Emergency Generator Upgrades	100%	20%
Spring Lake Improvement District	WTP No.2 Improvements	100%	20%
Sunshine Water Control District	Stormwater Pump Station - Electrical Repairs	100%	95%
Sunshine Water Control District	West Outfall Canal Widening – Phase 2B	100%	100%
Sunshine Water Control District	NW 123 rd Ave Drainage System Analysis	25%	0%
CivilSurv	Okeechobee County Flood Modeling and Project Plan	30%	N/A
Sunny Isles Beach	Center Island Stormwater Pump Station	100%	0%
Village of El Portal	NW 2 nd Avenue Traffic Calming Design	90%	0%
Craven Thompson	City of Fort Lauderdale GIS Mapping	95%	N/a
SCI / Fairways	Fairway Memorial Gardens Cemetery (Survey) Services	Ongoing	
AECOM	City of Hallandale Beach Layne Blvd Survey Services	100%	N/A
Boca Raton Christian School	Stormwater Evaluation Engineering and Survey	70%	N/A
CDM Smith	Riviera WTP Survey	0%	N/A
Stantec	El Rio Trail Survey	0%	N/A
TCP of Boca	Drainage Evaluation	10%	N/A
City of Sebring	Water Tower Demolition	90%	1%
Miccosukee Tribe	Hydrant Installation	80%	0%



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FIRM OVERVIEW

Craig A. Smith and Associates (CAS) is a Florida firm licensed for the practice of professional engineering, surveying, utility locates and construction management services. CAS has offices in Palm Beach County, Miami-Dade County and Broward County. **All work orders/assignments will be primarily completed by CAS staff from the Deerfield Beach office.**

Palm Beach County Office:

4152 W. Blue Heron Blvd, Suite 1116
Riviera Beach, FL 33404
(561) 314 4445

Broward County Office:

1425 E. Newport Center Drive
Deerfield Beach, Florida 33442
(954) 782-8222



CAS was established in 1980. Since then, the firm expanded from its original, technical orientation in municipal engineering and surveying into a full-service civil engineering practice with specialized expertise in engineering, surveying & mapping, grants/loan assistance, construction management, utility locates and CAD design & development.

FIRM SIZE - CAS's professional, technical and administrative personnel numbering approximately 47+ people, represent professionals in the fields of civil engineering, water and wastewater engineering, storm water engineering, surveying, mechanical engineering, construction engineering, grant specialists, utility locating, computer sciences, and finance. More

specifically, CAS staff members consist of registered professional engineers, surveyors, ADDA certified drafters, GIS specialists and the balance of staff including additional technical CADD drafting personnel, certified field inspectors and utility locators; as well as competent administrative, clerical and accounting personnel, to provide you with the expertise required to perform the duties requested under this contract.

ORGANIZATION - CAS is organized into five technical operating divisions each under the supervision of a Vice President or Director. These operating divisions are:

- Civil Engineering
- CADD (Computer -Aided Design & Drafting)
- Construction Management
- Surveying
- Subsurface Utility Locates



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FIRM PHILOSOPHY & EXPERIENCE - CAS is committed to providing its clients with cost-effective, timely, comprehensive, high-quality professional services in the practice of civil engineering, surveying, construction management, utility locating and grant/legislative services. This commitment to excellence is achieved through the development of a team spirit of service to clients. CAS has extensive local South Florida experience in engineering design and construction management spanning over 40 years.

Our success can be exhibited by our tenure with our clients, many of which we have served for over 20 years. We put premium value on the opinions and input of the end users of our services, officials, staff and residents and strive to produce an end product that addresses their needs and expectations. CAS is committed to making clients successful by understanding their organization, methods of operation, challenges and achieving their objectives through a multi-discipline approach based on experience, innovation and teamwork. We pride ourselves in establishing long-term relationships with our clients by providing them with the ultimate in successful consulting engineering services. We believe in providing clear and concise face-to-face communication with clients. And any communication via phone, fax, email or other method shall be provided clearly and concisely. Response time to a client's request is usually within the hour if not by the close of the business day. CAS also strives to adopt platforms or software programs that clients require or utilize for project management in order to increase efficiency and flow of work.

CLIENTS - Our more than 40 years of experience gives us the perspective to provide services for large municipal projects (over \$200,000) as well as smaller projects (under \$200,000). More specifically, design and construction administration/management of water mains, stormwater and wastewater force mains, sanitary sewer gravity lines, inflow and infiltration studies/repairs, wastewater pump station rehabilitation, pump sizing/expansion improvements, water treatment plant design/processes including expansions and improvements, regulatory compliance, drainage outfalls, roadway design, stormwater management, swale, sidewalk and

FIRM OVERVIEW

drainage improvements and other related services such as hydraulic modeling, master planning, permitting, bidding assistance, surveying and subsurface utility engineering (SUE), grant assistance, technical studies or reports as required. CAS has successfully completed countless utility and drainage/roadway improvement projects during its 40 year history and most recently completed projects for the City of Belle Glade, Indian Trail Improvement District, Sunshine Water Control District, City of Sunny Isles, Glades County, City of Miami Beach, Town of Golden Beach, City of Pompano Beach, City of Oakland Park and the Town of Pembroke Park. In addition, recent projects which included water main and waste water conveyance/ collection system improvements were completed for the following clients: Town of Pembroke Park, Bal Harbour Village, Moore Haven/Glades CCPWA Utility Authority, Town of Golden Beach, Hardee County, Village of El Portal, City of Lauderhill, City of Pompano Beach. CAS has provided professional engineering services as it relates to utility and infrastructure projects for the following municipalities:

Town of Pembroke Park (since 1987)
City of Margate (since 1988)
Bal Harbour Village (1989-2017)
Glades County (since 1993)
CCPWA Utility Authority (since 1994)
City of Moore Haven (since 1995)
Town of Golden Beach (since 2000)
City of Sweetwater (since 2000)
Hardee County (since 2000)
Spring Lake Improvement District (since 2001)
Village of El Portal (since 2003)
City of Oakland Park (since 2004)
City of Lauderhill (since 2013)
City of Sunny Isles Beach (since 2013)
City of Pompano Beach (since 2015)
Sunshine Water Control District (since 2015)
City of Lake Worth Beach (since 2018)
City of Hallandale Beach (since 2020)
City of Deerfield Beach (since 2020)
Town of Davie (since 2020)
Hamal CDD (since 2021)
Coquina Water Control District (since 2022)



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CIVIL ENGINEERING - CAS provides clients with a full range of engineering consulting services. Our engineers and trained specialists have extensive experience in assisting municipalities and utility departments with daily engineering needs such as planning, design, permitting and construction of cost-efficient operational utility systems. CAS engineering consulting services include:

- Storm Water Management
- Storm Water Utilities
- Water Treatment & Distribution Systems
- Wastewater Collection/Transmission & Treatment
- Potable Water Treatment Systems
- Wastewater Pump Station Design
- Stormwater Pump Station Design
- Canal Dredging and Sediment Removal
- Surface Water Management
- Utility Permitting
- Water/Wastewater Treatment Plant Design/Rehabilitation
- Utility Pipeline Design & Relocation (Water, Wastewater & Reclaimed Water)
- Utility Master Planning
- Grant Funding Assistance
- Facility Planning
- Solid Waste Studies
- Solid Waste Disposal and Leachate Treatment
- Development Permitting
- Feasibility Studies
- Inflow & Infiltration Studies
- Construction Cost Estimating
- Construction Management
- Construction Observation and Certification
- Contract Administration
- Effluent Reuse & Disposal
- Sludge Treatment & Disposal
- Roadway & Drainage Design





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SURVEYING - CAS is one of South Florida most tenured and respected surveying firms providing complete land surveying services. Our surveying staff is comprised of licensed land surveyors who adhere to strict standards and give special attention to accuracy and detail. CAS utilizes the most up to-date electronic survey equipment such as Topcon and Trimble SC Robotic Total Stations, Trimble 5800 RTK

Base/Rovers, Leica P 30 Laser Scanners, Recon 400 TDS, TSCE 2 and Ranger 500X Data Collectors along with Topcon ATC Levels and tablets. In addition, our survey crews have been trained based on engineering principles and implement daily quality control measures ensure that our clients receive the highest quality service and most accurate basemaps. CAS surveying services include:

- Mapping & Platting
- Boundary & Acreage Surveys
- Land Description Preparation
- Construction Surveys
- Subdivision Designs & Calculation
- GPS Mapping
- Route Surveys
- Canal Cross-Sections

- Parcel Description & Sketches
- Condemnation Surveys
- Highway Construction Surveys
- Quantity Surveys
- Accident Surveys
- As-Built Certifications
- Mean High Water Surveys
- Drone Aerial Imagery and Surveys

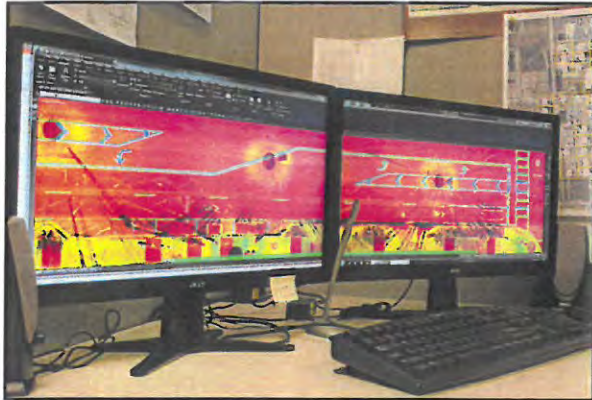
CAS' "in-house" surveying capabilities eliminates the need for an additional subconsultant for this service and thus allows for more cost-effective and faster response to revisions or modifications to basemaps or scope of work as required for the duration of a project.



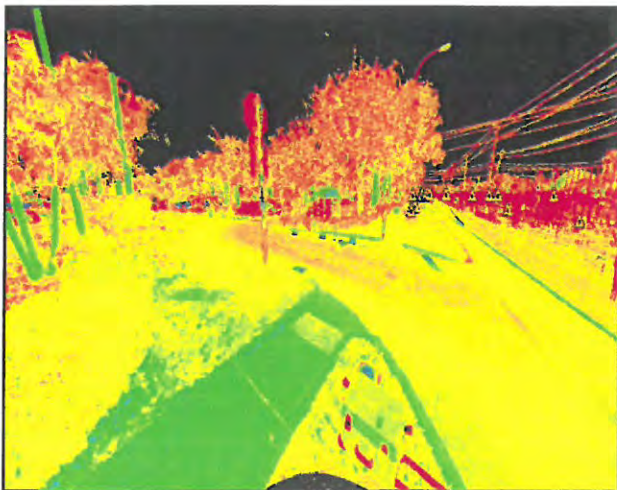


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CADD (COMPUTER-AIDED DESIGN & DRAFTING) - CAS employs on-staff Florida Certified American Design & Drafting Association CADD operators and Autodesk Certified professionals. Our CADD technicians prepare detailed drawings, layouts, exhibits, topographical maps, and graphic representations of survey information & engineering designs. Designs relate to engineering projects such as water, sewer, reclaimed water, paving and drainage systems. Craig A. Smith & Associates prides itself on keeping its workforce educated and equipped to handle today's most challenging and rewarding tasks. CAS is utilizing the latest AutoCAD software (Civil3D), custom-built AutoCAD systems and functions, as well as some industry-first hardware including 3D laser scanning



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technologies. In summation, the CADD systems CAS uses are:

- AutoCAD
- Autodesk Civil 3D
- Autodesk Map 3D
- Navisworks

Clients benefit from CAS' experienced CADD staff who work closely with project managers and client staff on assigned utility projects and provide any technical support to client staff related to Autodesk Civil & Map 3D use.





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SUE (SUBSURFACE UTILITY ENGINEERING) - CAS provides complete subsurface utility engineering and location services utilizing the latest in electronic verification, ground penetrating radar, vacuum excavation and GPS survey equipment. CAS can provide utility location information in various formats from simplistic 2D (two dimensional) to comprehensive 3D (three dimensional) Radar Tomography coupled with advanced software platforms (AutoCAD Civil 3D). CAS performs subsurface utility engineering providing utility mapping, electromagnetic designating (EMD), 2D radar designating/ground penetrating radar (GPR), 3D radar tomography (RT), vacuum soft digs, and conventional and GPS utility surveys. CAS also

provides utility coordination services, interfacing with utility owner/operators on behalf of engineers, planners and project designers. CAS provides comprehensive utility locating services for projects during the design phase and also during construction as needed. **CAS' extensive SUE experience coupled with its EMD, 2D GPR and unique 3D RT capabilities will provide you with accurate and comprehensive utility locates for complete survey basemaps irregardless of quality of existing record drawings and thus superior engineering design for your utility projects. This will translate also to time saving and minimization of change orders during construction by eliminating "unforeseen" field conditions.**





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CONSTRUCTION MANAGEMENT - The CAS construction management team has a combined total experience of nearly 80 years. CAS field representatives are qualified to perform a full-service program, assuring total monitoring on-site to protect the client's interest on their projects. The CAS construction management team will keep the client informed of all facets of construction including, but not limited to, weekly progress notices, advice on any change orders and monthly monitoring of project finances. The construction management team of professionals provides extra attention to detail to ensure that all projects are built to specifications and are fully operational to meet the needs of our client. CAS also has extensive experience in managing the required documents for state or federal grant funded projects. CAS construction management services include:

- Contract Administration
- Contract Documents
- Construction Management
- Construction Document Management for Grant Funded Projects
- Construction Engineering & Inspection
- Cost & Payment Verification
- Bidding Coordination
- Contract Negotiation
- Residential/Commercial/Municipal Project Observations
- Inspections

We are currently providing construction inspection services for: City of Hallandale Beach, City of Margate, Sunshine Water Control District, Town of Golden Beach, City of Belle Glade, City of Lauderhill, Hardee County, City of Pompano Beach, Town of Pembroke Park, and City of Sunny Isles Beach.

- Value Engineering
- Design Document Review





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GRANT ASSISTANCE EXPERIENCE - Since the early 1990's CAS has assisted its clients with securing grant funding and financing for multiple infrastructure projects. We have assisted our clients (municipalities, counties, special districts and utility authorities) in obtaining grants and/or loans through multiple funding sources such as: USDA, SRF, FEMA (HMGP), State Legislative Appropriations, SFWMD Cooperative Agreement Program, EPA 319 Program, CDBG, etc.

CAS assists its clients with the preparation of grant applications, supporting documents, such as preliminary engineering reports, environmental assessments, preliminary designs, project scope development, cost estimating, present worth cost analysis, cost benefit analysis, project beneficial use, etc.

CAS continually provides many of these services to its clients annually for state appropriation requests or during grant funding cycles. CAS provides grant evaluation for competitive grants requiring scoring and consultation with respect to the need for phasing of projects to achieve a high success rate from funding institutions.

CAS is continually involved with infrastructure funding assistance and has a **high success rate** in securing funding. We understand the nuances of "grantsmanship." CAS is committed to providing these services to all of its clients, with an estimated 70-80% of our on-going projects being funded through our assistance. CAS is also aware of the deadlines required in achieving these grants/loans and delivers grant assistance services on time.

Some of the capital improvement projects for which CAS has acquired granting funding (indicating dollar amount secured and funding source) are:

- **Spring Lake Improvement District (SLID):** Design & Construction of a 70 Acres Stormwater Treatment Area (STA) - \$1,666,000 (25% SRF / 75% FDEP 319 Funded)
- **Spring Lake Improvement District (SLID):** Design and Construction of an 80,000 GPD Wastewater Treatment Plant - \$3,300,000 (SRF Funded)
- **City of Moore Haven:** Design and Construction of a 500,000 GPD ultrafiltration (Zenon) system to expand an existing 750,000 GPD Lime Softening Water Treatment Plant - \$3,663,800 (USDA Funded)
- **Town of Pembroke Park:** Wastewater Master Plan for the rehabilitation of 22 Wastewater Lift Stations - \$100,000 (FDEP Legislative Funded)
- **City of South Bay:** Water Treatment Plant and Water Distribution Improvements - \$1,200,000 (USDA Funded)
- **Port Labelle:** Design and Construction of a 900,000 GPD Reverse Osmosis Water Treatment Plant (ROWTP) - \$5,500,000 (USDA Funded)
- **City-County Public Works Authority (Glades County):** Gravity Sewer Expansion and Lift Station No. 5 Installation - \$620,000 (State Legislative Appropriation)
- **City-County Public Works Authority (Glades County):** Gravity Sewer Expansion N, O, S Avenue and 4th Street - \$900,000 (State Legislative Appropriation)
- **City-County Public Works Authority (Glades County):** Gravity Sewer and Lift Station Improvements Avenue L, M, N & 4th Street - \$1,340,000 (State Legislative Appropriation)
- **Hardee County:** Wauchula Hills Wastewater Service Area Expansion - Phase II - \$1,300,000 (FDEP Legislative Funded)



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A major portion of CAS projects involve grant funding. Grant funded projects are restricted to finite budgeted amounts for both professional and construction dollars. Grant projects also have strict schedules that must be met. If these parameters are not met, the grant funds would be lost. Our grant funded project experience demonstrates our staff's expertise in meeting budgets and schedules.

WATER & SEWER STUDIES/MASTER PLANNING - CAS has extensive experience in providing technical engineering studies for existing utility systems and developing comprehensive utility master plans for municipal clients, providing condition assessment, hydraulic modeling, life-cycle analysis, identifying system components for replacement/rehabilitation, prioritizing projects based on level of criticality/level of service and providing cost estimating for budgeting purposes. Below are some examples of completed and/or on-going projects with associated completion dates and costs:

- **Indian Trail Improvement District:** Comprehensive Water & Sewer Master Plan (Completed 2004) - \$183,480
- **City of North Miami Beach:** Water Distribution Analysis (Completed 2004) - \$50,000
- **Town of Pembroke Park:** Sanitary Sewer Master Plan (Completed 2000) - \$155,000
- **Bal Harbour Village:** Comprehensive Water & Sewer Master Plan (Completed 2015) - \$136,675
- **Village of El Portal:** Sanitary Sewer Master Plan (Completed 2017) - \$75,000
- **City of Pompano Beach:** Non-Sewer Area C Sanitary Sewer Study (Completed 2019) - \$44,540
- **Town of Pembroke Park:** Sanitary Sewer Master Plan Update (On-Going) - \$372,490

UNMANNED AERIAL VEHICLE OR DRONE - Unmanned Aerial Vehicles (UAV's) are now being employed by CAS as another tool which can be utilized to enhance or even eliminate the need for certain field exercises. Some of the uses the UAV is most suitable for are as follows: Site inventory in which the UAV is deployed over a site that is under construction, to determine monthly construction progress easily and accurately. It

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data collection, aerial imagery capture and monitoring of construction project progress. The images obtained by the UAV display clear and accurate detail of current conditions at project sites. Applications are ideal for the following:

- Hard-to-Access Areas (Water/Sewer Treatment Plant Facility Inspections, Confined Space Assessments)
- Site-Specific Aerial Mapping
- Utility Corridor Survey
- Supplemental Topographic Survey
- Environmental Data Collection
- High Resolution Images and Video





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**5-CAS TEAM EXPERTISE -
SUBCONSULTANTS**

CAS TEAM (SUBCONSULTANT) EXPERIENCE & QUALIFICATIONS

Craig A. Smith & Associates, coupled with our seasoned subconsultants, bring an intimate understanding of South Florida's multifaceted engineering projects. Our track record is impressive, with a portfolio brimming with diverse undertakings that we've not just completed but aced together.

The collaboration between our team and our partner subconsultants is less about formality and more about the natural flow of working with people who get it. We've been around the block together, tackling everything from complex utility systems to laying down the groundwork for future communities. Each project feels less like a new challenge and more like a familiar routine, thanks to the rapport we've built and the communication tactics we've nailed down.

We've struck a perfect balance – professional, yet personable – the kind that comes when respect and reliability are the basis of a partnership. This isn't simply about hitting benchmarks; it's about a shared commitment to excellence and a mutual understanding that we've got each other's backs.

Opting for Craig A. Smith & Associates means getting a cohesive team and longstanding subconsultant relationships. You're not just hiring expertise; you're ensuring a seamless project flow that's bolstered by experience and enriched by collaboration.

The CAS Team is an experienced team having worked together to successfully complete numerous municipal utility and infrastructure capital improvement projects throughout South Florida. The CAS Team will include the following subconsultants.



Smith Engineering Consultants, Inc. (SEC) is a multi-disciplined consulting engineering firm specializing in electrical, instrumentation and SCADA system designs for Water/Wastewater, Stormwater and lighting projects. SEC has a niche for providing

professional services on such civil engineering projects. Their experienced staff have in-depth knowledge of energy, water, telecommunications, transportation and architectural projects. Their cost-effective and energy efficient designs provide facility owners with security in the knowledge that their operating expenses are among the lowest in the area. Whether a client's project calls for new construction or the renovation of aging facilities, their staff can provide planning and design services, cost estimates, and construction phase services. SEC has built a deserved reputation for completing assignments in a cost-effective and timely manner. You can count on SEC to provide the detailed plans and specifications necessary for smooth construction, start-up, and operation. They interface with design engineers from complementary disciplines during the design process to review design principles and to assist in the preparation of design drawings and specifications for specific project needs. The firm will be providing all electrical engineering work related to lift and pump stations, street lighting and other facilities necessary to complete projects under this contract. **SEC recently provided electrical engineering services for CAS which included site lighting and electrical plans for 2 multi-purpose fields, an amphitheater and associated parking lot for the Acreage Community Park South Expansion project, electrical and control panel upgrades for Sun-N-Lake Improvement District's Mantanzas Wastewater Lift Station and Glades County's Washington Park Wastewater Lift Station.** Below is a list of municipal clients in the Tri-County area that Smith Engineering Consultants where provided electrical engineering services for utility and infrastructure projects.

- City of Atlantis
- City of Homestead
- City of Boca Raton



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5-CAS TEAM EXPERTISE - SUBCONSULTANTS

City of Pompano Beach
 City of Delray Beach
 Town of Jupiter
 Town of Manalapan
 City of Lake Worth Beach
 Northern Palm Beach County Improvement District
 Palm Beach County Solid Waste Authority
 Indian Trail Improvement District
 Town of Palm Beach
 Palm Beach County
 City of West Palm Beach
 Village of Royal Palm Beach
 Village of Wellington
 Broward County Aviation Department
 City of Ft. Lauderdale
 City of Boynton Beach
 City of Hallandale Beach
 City of Doral
 City of Belle Glade
 Beeline Community Development District
 Town of Lantana
 City of Palm Beach Gardens
 City of Sunrise
 City of Fort Lauderdale
 City of Miami Beach
 Lake Worth Drainage District
 Florida Department of Transportation
 South Florida Water Management District



Below is a sample list of successfully completed water, wastewater and stormwater related projects:

Palm Beach County

WTP No. 8 Wellfield Cable Replacement
 WTP No. 8 UPS Installation
 CROC Generator to SCADA Connection
 PS 5229 Arc Flash & Condition Assessment
 PS's 9S, 9N, & 5 Arc Flash & Condition Assessment
 PS's 4100, 5241, & Mecca Arc Flash & Condition Assessment
 SRWRF Biogas Generators
 Pahokee WWTP Arc Flash & Condition Assessment
 Belle Glade WWTP Arc Flash & Condition Assessment
 WTP No. 8 Arc Flash & Condition Assessment
 SRWRF PLC Programming
 Belle Glade WWTP PLC Programming
 2016 Telemetry Information Management System (TIMS) Lift Station Upgrades, Design and Construction Phase Services
 2017 Telemetry Information Management System (TIMS) Improvements, Design and Construction Phase Services
 WUD Electrical Safety Plan
 SRWRF PLC Programming





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**5-CAS TEAM EXPERTISE -
SUBCONSULTANTS**

SRWRF Electrical Master Plan
Belle Glade and Pahokee WWTP Electrical Switchgear Assessment
Morikami SCADA Tower Design and Construction Phase Services
Miscellaneous Services (Morikami Park Pump Station, Other smaller projects)

City of West Palm Beach

Lift Station No. 5 Electrical Service Relocation
Lift Station No. 75 Improvements
Lift Station No. 4, 7, and 153 Improvements
Lift Station No. 74 Improvements
Lift Station No. 44 Improvements
Renaissance Project Stormwater Treatment and Pump Station
Water Treatment Plant Generator Replacement



Town of Jupiter

R.O Well No. 12 Acid Spill Report
N. Central Pump Station VFD's
WTP High Service Pumps Replacement
WTP Wells Installation
WTP Transfer Pump Installation

Town of Palm Beach

Wastewater Flow Meter Installation
Stormwater Pump Stations D-6 & D-7
Stormwater Pump Station D-10
Stormwater Pump Station D-9
El Brillo and Jungle Road Lift Station Generators



Village of Wellington

Stormwater Pump Stations 3, 6, & 7 VFD Installations
Stormwater Pump Stations 4 & 8 VFD Installations
Binks Forest Lift Station
Water Level Monitoring Sites
Village Utilities Standards Design Update
Village Royale Lift Station
Multiple Village Lift Station Evaluations

City of Fort Lauderdale

George T. Lohmeyer WWTP Effluent Pumps VFD Replacement
Peele-Dixie WWTP Electrical Service Modifications
Fiveash WTP Backwash Pump Replacement
George T. Lohmeyer WWTP Arc Flash Study

SEC also has in-depth knowledge of lighting design projects. Their cost-effective and energy efficient designs provide facility owners with security in the knowledge that their operating expenses are among the lowest in the area. Whether projects require new construction or the renovation of aging facilities, SEC staff can provide planning and design services, cost estimates, and construction phase services related to street lighting projects. They have extensive experience in the following areas of electrical engineering design applicable to lighting projects: electrical service and distribution design; conventional, decorative, and high mast lighting design (including illumination calculations



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5-CAS TEAM EXPERTISE - SUBCONSULTANTS

(photometrics)); signalization (including signal timing, cable diagrams, system quantities and conduit sizing calculations, and programmable logic controller integration); and electrical power systems analysis (including voltage drop calculations, short-circuit coordination, and arc-flash).

SEC has established a reputation for completing assignments in a cost-effective and timely manner. They have accomplished this through innovative thinking, careful planning, and professionals who believe in quality and hard work. You can count on SEC to provide the detailed plans and specifications necessary for smooth construction, start-up, and operation. SEC has completed numerous successful lighting projects for the City of West Palm Beach.

*Smith Engineering Consultants, Inc. is a **Certified SBE firm with Palm Beach County** and will be providing electrical engineering services for the duration of this contract.*



Founded in 1997, **RADISE International, L.C.** (RADISE) specializes in providing Geotechnical Engineering, Materials Testing and Inspection Services. RADISE has a staff of 64 including local professional engineers, field and laboratory technicians, geotechnical drillers, inspectors and support staff servicing Miami Dade, Broward and Palm Beach Counties. Their senior staff has

250+ years of combined Geotechnical Engineering, Materials Testing and Inspection experience.

RADISE has been serving Florida for 20 years, and has always been a financially sound firm. They have a history of no litigation, and maintain a safety first record of no OSHA lost time.

Specialized Experience and Technical Competence are as follows but are not limited to:

- Geotechnical Engineering Services (subsurface studies)
- Geotechnical Drilling (Standard Penetration Test borings)
- Foundation Analysis (recommendations and design)
- Bridge Piling Design including WEAP Analysis
- Construction Materials Testing and Inspections, including soils & concrete tests
- Construction Monitoring and Inspections (CEI), including PDA, driven pile inspections, vibro-compaction/replacement oversight, auger cast pile load test and production pile monitoring, post-tension inspections and vibration monitoring.
- Masonry Tests, Asphalt Monitoring and Tests
- Non-destructive tests (Impact Hammer and Windsor probe)
- Special and Threshold Inspection Services
- Geosynthetic Materials (geomembranes, geotextiles, geonets and geosynthetic clay liners) Inspections

As experts in providing geotechnical engineering and materials testing and inspection services, they are skilled in conducting site investigation, evaluation, design and preparation of engineering plans; preparing specifications and contract documents; master planning, permit preparation construction inspections/oversight; as well as serving as liaison with project owners, cities, counties, consultants, agencies and stakeholders. They perform all drilling in-house with multiple truck and track mounted drill rigs. RADISE is also an FDOT CTQP Training Provider, training in-house staff, FDOT personnel and outside clients.



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Offices and Certified Testing Labs: RADISE has 3 offices (in Palm Beach, Broward and Miami-Dade Counties); and 2 certified construction materials testing laboratories in Palm Beach (FDOT/CMEC/USACE certified) and Broward (FDOT/CMEC certified) Counties.

Experience: For over 20 years, RADISE has provided geotechnical engineering, field and lab construction materials testing, inspection and quality control services for projects throughout Florida. Their significant experience and a solid background working with both the Public and Private Sectors in South Florida includes continuing service contracts with numerous Cities, Counties, and School Districts, and they work extensively with the SFWMD, FDOT and USACE, on operations that run 24/7

Quality Control: RADISE developed and utilizes a Quality Control System that is a powerful, web-based application. The QC system enhances project success with features that simplify reporting, and create instant results/reports for clients, 24/7, accessible via the internet. The QC System has proven to be a significant advantage when reporting to the level that is required by many agencies.

RADISE International also offers engineering inspection and testing services to clients to confirm the quality of the work performed and construction materials used in their projects. RADISE's engineering inspectors and technicians are trained to monitor and record workmanship and to inspect and document material conformance to project specifications. Their involvement helps prevent deviations that can affect the quality or compromise the design of projects.

RADISE Certified or Validated test methods (CMEC/AMRL/USACE/FDOT)

- Soil
- Aggregate
- Concrete
- Bituminous
- Masonry
- Rock

RADISE also provides construction administration and specialize in offering a wide range of innovative engineering consulting and construction support services that bring infrastructure, inspired people, and cutting-edge technology together to solve the most daunting challenges facing the infrastructure industry. They offer products and services that redefine the way the world builds, operates and maintains its infrastructure.

Their products and services cater to infrastructure builders, owners & operators; government bodies; general contracting firms; infrastructure vendors etc. operating across various markets. The markets we serve include:

- Water Resources
- Water & Wastewater
- Power & Industrial
- Roadways & Bridges
- Buildings & Places
- Environment
- Transit
- Airports & Ports



They also build, install and maintain state-of-the-art embedded data collectors (EDCs) that provide comprehensive health monitoring of infrastructure assets through its entire lifecycle. (Known as "Smart Structures").



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5-CAS TEAM EXPERTISE - SUBCONSULTANTS

As experts in providing engineering, testing and inspection services, they are skilled in conducting site investigation, evaluation and review of construction plans; specifications and contract documents; as well as serving as construction inspectors and liaisons with project owners, cities, counties, consultants, agencies and stakeholders. They have worked on small and large capital improvement and/or infrastructure projects for the SFWMD, USACE, FDOT, Counties, Cities, School Districts and numerous contractors/consultants.

They perform additional construction support activities, including various testing and monitoring work – drilling in-house with multiple truck and track mounted drill rigs. Their drilling capacities includes Standard Penetration Testing (SPT), rock coring, sonic drilling, wash probing, vibracoring, undisturbed sampling, test pits and monitoring well installations in all kinds of field conditions and access situations including: upland swamp (partially inundated or tidally inundated), and on water. Some of their previous projects include the Picayune Strand Restoration (Collier County) and the 3A/3B seepage management area (Broward county) for South Florida Water Management District, which involved site clearing and heavy equipment operation.

RADISE staff have coordinated closely with CAS in providing geotechnical services for numerous project for CAS throughout South Florida. Assigned project managers were responsible for ensuring quality and timely geotechnical services for a myriad of utility projects (i.e., water main, sewer force main, drainage, roadway and pump station projects) designed and managed by CAS for the following municipal clients:

- Sunny Isles Beach
- Indian Trail Improvement District
- Spring Lake Improvement District
- City of Margate
- City of Moore Haven
- Hardee County
- Okeechobee County
- City of Belle Glade



In addition, RADISE is currently part of the CAS Team and provided geotechnical engineering services for the City of Margate, Sunshine Water Control District and the City of Delray Beach NW Neighborhood Improvement Project.





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RADISE is an M/WBE State certified Florida DOT DBE firm and will be providing geotechnical and material testing services from their Riviera Beach office for the duration of this contract.



Cotleur & Hearing

LAND PLANNING • LANDSCAPE ARCHITECTURE

Cotleur & Hearing (C&H) is pleased to join Craig A. Smith & Associates in this response to the Request for Qualifications (RFQ) issued by the Town of Highland Beach for Continuing Professional Engineering, Architectural, Landscape Architectural, Surveying and Mapping Consulting Services (CCNA). As a distinguished firm with a proven track record, we are enthusiastic about the prospect of contributing their expertise to the Town's vision. C&H consists of an exceptional group of professionals fully capable of providing the Town with the professional services required for successful projects assigned under this RFQ. They are proud to be in their 32nd year of business in Palm Beach County, providing their clients with innovative and cost-effective planning and design services.

Cotleur & Hearing (C&H) is pleased to join Craig A. Smith & Associates in this response to the Request for Qualifications (RFQ) issued by the Town of Highland Beach for Continuing Professional Engineering, Architectural, Landscape Architectural, Surveying and Mapping Consulting Services (CCNA). As a distinguished firm with a proven track record, we are enthusiastic about the prospect of contributing their expertise to the Town's vision. C&H consists of an exceptional group of professionals fully capable of providing the Town with the professional services required for successful projects assigned under this RFQ. They are proud to be in their 32nd year of business in Palm Beach County, providing their clients with innovative and cost-effective planning and design services.

C&H has extensive experience working with governmental agencies including the Florida Department of Transportation (Districts 4 and 6), Florida's Turnpike Enterprise, Palm Beach County, City of Palm Beach Gardens, Village of Royal Palm Beach, City of Greenacres, Town of Lake Park, Town of Jupiter, Town of Juno Beach, Martin County, City of Stuart, the City of Port St. Lucie, and St. Lucie County and actively maintains continuing services contracts with several of them. Other high-profile clients include Florida Power & Light, The South Florida Water Management District, Indian Trails Improvement District, Northern Palm Beach Improvement District, numerous land developers, along with many other diverse private sector clients.

Today, C&H provides professional services in the disciplines of Landscape Architecture, Master Planning, and Urban and Regional Land Planning. C&H has traditional Landscape Architecture and Planning departments, along with a specialized Transportation Department that is dedicated to transportation landscape architecture focusing on public sector, streetscape, and mobility projects.

C&H's Transportation Division focuses solely on the specialized field of transportation landscape architecture. Every visitor or resident traveling through southeast Florida has encountered one of C&H's iconic streetscape or interchange design projects completed for the Florida Department of Transportation or a local agency. C&H is one of the most experienced firms in providing transportation landscape architecture in Florida. Led by Aaron Wilbur, Partner, and Rob Cotleur, Principal, C&H has provided design and production support on over 185 standalone landscape projects and over 138 roadway construction projects.

C&H recently supported FDOT and its in-house engineering staff for the resurfacing, reconstruction, and widening project along SR A1A from Grand Court to South of Linton Blvd (FDOT FM #444477-1). This project required significant public involvement efforts and coordinating with both Town staff and resident. Due to the sensitive nature of impacting the adjacent private properties along A1A, C&H was tasked with minimizing the removals of existing landscape and restoring the private irrigation systems located within the FDOT Right of Way. This landscape was originally designed by C&H as a part of a 2001 FDOT streetscape project and revitalized in 2004 by C&H directly for the Town of Highland Beach.

Some of C&H's most recent Prime Consultant experience for FDOT includes:

- FDOT Contract #CAH36; Continuing Services Contract for Landscape Architecture Support from 2021 through 2026. C&H is currently providing Landscape Architectural Services for 10 major highways and interchanges, and a total of 23 task work orders. These projects and tasks are in varying phases of design and construction.
- FDOT Contract #CA239; Continuing Services Contract for Landscape Architecture Design and Production from 2018 through October 2023. Provided Landscape Architectural Services for 12 major highways and



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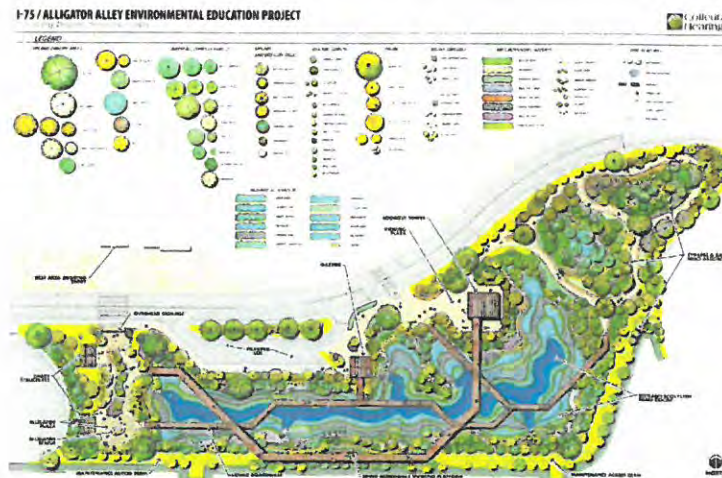
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**5-CAS TEAM EXPERTISE -
SUBCONSULTANTS**

interchanges, and a total of 28 task work orders. All projects on this contract are currently 100% design complete and are in varying phases of construction. The contract will expire in May of 2023.

These multi-year task work order-based contracts have made C&H an expert in the execution and management of concurrent project assignments. C&H's expertise and dedication to excellence are reflected in their performance evaluations from the Department, with a current average composite grade of 4.8, which is outstanding for FDOT consultants in District 4.

The projects completed on the contracts listed above include some of FDOT's largest landscape projects, including the \$4 million I-75 and I-595 interchange (437846-1), the \$6 million I-95 at I-595 interchange (433897-1), the \$2.3 million I-95 at SR 706 interchange (433109-1), the \$2 million SR 7 Standalone Landscape Projects (227774-5/227775-4), and the \$11 million I-75 Alligator Alley Environmental Education project (437934-2/3), which included major site reconstruction to accommodate the conversion of the rest area to an environmental education center that is currently nearing completion and the future installation of the landscape to include a wetland exhibit, arboretum, and landscaped recreation areas (pictured below). This project had every aspect of landscape architecture including landscape design, irrigation design, hardscape design and detailing, signage design and graphics (educational and entry signage), art in public places, environmental wetland design, park design, and water feature design. C&H has also provided post-design construction administration services for almost every project completed and has expert landscape architects, landscape inspectors, and arborists available to assist through the completion of every project or task.





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Project experience also includes tree disposition and relocation projects such as the I-95 Express Lanes Tree Disposition projects, including phases 3A-1 (FM 433108-4), 3A-2 (FM 433108-5), 3B-1 (FMs 433108-6/433109-4), 3B-2 (FM 433109-5), and 3C (FM 409354-2). These Express Lane projects required the assessment of almost 10,000 trees and accounted for the relocation of over 2,000 trees that would have otherwise been cleared, preserving, and reusing this valuable FDOT resource.

C&H also boasts a diverse recreation portfolio. In addition to the parks, recreation facilities, and multiuse trails provided with each community, C&H has a wide array of experience with local parks, including the Crosstown Parkway Coral Reef Park located in port St. Lucie, Florida (pictured below).



C&H also currently supports the Village of Royal Palm Beach through a Continuing Services for Professional Design Contract. C&H assisted the Village with the complete revitalization of the Village Hall and Municipal Complex, the Village's Welcome Monument Signs, the Cultural Center, the Okeechobee Blvd Streetscape Landscape and Irrigation Project, and Crestwood Park.

C&H's on-time, on-budget, and on-target approach to projects has been proven successful time-and-time again and is a strategy that is founded in responsiveness to their clients and care for the projects they entrust to us. This strategy includes a focus on the following.

Responsiveness

Responsiveness in project management refers to the ability to adapt and react promptly to changes, challenges, and stakeholders' needs throughout the project lifecycle and is critical to collaboration and project success. Aaron Wilbur will serve as the firm's point of contact and project manager and will be available to the Town's project managers and staff daily. This core value is one of highest importance and it is his personal objective to respond to all emails within the same hour they are received, simply answering the phone, and returning all phone calls within the same day. The Town will not find more responsive project management. It is C&H's commitment to ensure the Town's staff can function efficiently and without delay throughout the duration of the contract. Effective project management based in responsiveness contributes directly to adaptability to change, customer/stakeholder satisfaction, risk mitigation, efficient resource allocation, improved communication, faster decision making, enhanced team morale, competitive advantages, and an increased overall project success rate. Responsiveness extends not only to communications but also to the completion of the assigned task which is discussed in more depth below.



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Budget Management

C&H has a demonstrated ability to manage defined budgets on large complex projects for both design and construction phases. C&H performs a significant amount of work and is the General Consultant to the Florida Department of Transportation, District 4. Throughout the 25 years working with the Department, C&H has ranked in the top percentage of all consultants in the state of Florida for managing projects, meeting deadlines, and adhering to design and construction budgets. C&H has been acknowledged for consistently and accurately forecasting project costs, from the establishment of the project scope, staff hours, and consultant's fee to the construction cost. This accuracy has made C&H an expert at assisting the Department with the management of their Work Program Funding and the allocation of the State's 1.5% landscape funding for District 4.

C&H's recent project work attests to this. The 3 most recent projects entering the construction phase were bid right at the target budget. These projects included the I-95 at High Meadows Avenue Interchange (FDOT Project ID #441318-1) and the two standalone landscape projects along SR 713 King's Highway (FDOT Project IDs #230256-8 and #438041-1). C&H also offers substantial cost control providing the right staff for the right task. Their knowledge of similar projects enables them to provide accurate and well-scoped proposals, ensuring future change orders or supplemental agreements are not needed.

Schedule Management and the Ability to Meet Deadlines

C&H has a reputation for not only meeting schedule deadlines, but for driving project schedules and motivating the team. C&H has been acknowledged on numerous occasions for its pro-active approach to planning and consistency in meeting project deadlines. C&H will never wait for project deadlines to approach to complete the work but will drive the project schedule forward beating all anticipated deadlines. Their experience allows them to anticipate potential hurdles and to successfully navigate challenges without delay in both design and construction. The C&H team is consistently commended by FDOT project managers for their control of the project schedule. C&H has a deep bench of professionals that can be called upon to contribute to the success of this contract.

In conclusion, C&H is uniquely positioned to deliver comprehensive Landscape Architectural and Planning services in alignment with the evaluation criteria and specifications outlined in the RFQ. With a commitment to excellence and innovation, our firm integrates cutting-edge design principles with a deep understanding of urban planning to create environments that are holistic, functional, and visually striking. From conceptualization to implementation, C&H is dedicated to delivering solutions that enhance the quality of life for the Town of Highland Beach residents. A successful consultant team will need to understand the Town's vision and to respond to those goals through their commitment to excellence and innovative design solutions. C&H is excited for the opportunity to contribute to the enhancement of Highland Beach.

Coteleur & Hearing Landscape Architecture, LLC. will be providing Landscape Architectural services from their Jupiter office location for the duration of this contract.



Florida Technical Consultants, LLC (FTC) is a Civil Engineering consulting firm offering GIS specialized consulting services to governmental agencies and private companies in Palm Beach and the surrounding counties in Southern Florida. FTC has been in business since January 2014 and is set up as a Limited Liability Company (LLC) under the state of Florida. It has obtained pre-qualification as a Professional Consultant under CCNA (Consultants Competitive Negotiation Act) for many municipalities and government agencies in South Florida including the City of Boynton Beach, Cooper City, City of Deerfield Beach, City of Ft. Lauderdale, Marathon, Miami Gardens, and City of North Miami Beach.



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**5-CAS TEAM EXPERTISE -
SUBCONSULTANTS**

The Civil Engineering consulting services offered by FTC are primarily focused on the computerized mapping, modeling, and inspection of potable water systems, gravity sewer systems, sewer force mains, reclaimed water systems, storm water systems and various other municipal infrastructure utilizing GIS (Geographic Information Systems) computer software. FTC also provides low resolution engineering services for design and construction which are based on GIS applications. FTC has completed large GIS based utility projects with Cooper City, Boynton Beach Utilities, South Martin Regional Utilities, the Solid Waste Authority of Palm Beach County, and the Coral Springs Improvement District.

Based on FTC's extensive experience with engineering and construction projects, and as an ESRI Silver Business Partner with an ArcGIS Online Specialty, the goal of FTC is to provide comprehensive Civil Engineering Information Management services utilizing GIS in the following areas:

- Utility Operations, Maintenance and Asset Management
- Master Planning, Modeling and Engineering Studies
- Capital Improvement Project Development
- Engineering Data Development and Updating
- Engineering Design and Permitting
- Construction Inspection Services
- Revenue Generation

FTC brings to the table a highly skilled engineering team which includes two Florida licensed Professional Engineers along with support staff to fulfill and support the requirements of their clients. FTC always strives to become part of the client's "team" which maximizes the use of the client's existing resources and provides a seamless integration of the projects. We trust that you will find that FTC has the capabilities and expertise to provide you with the GIS Consulting Services that the Town of Highland Beach may require.

FTC and CAS have worked together in an integrated approach in order to provide updated GIS utility maps to Coral Springs Improvement District. CAS will provide utility locating services and FTC will develop and update the District's GIS utility atlas maps accordingly. FTC has also as part of the CAS Team provided GIS support service to the City of Lake Worth Beach, updating the City's water main distribution system record drawings.

Florida Technical Consultants, LLC. is a Certified SBE firm with Palm Beach County and will be providing GIS and Mapping needs for the duration of this contract.



Scalar Consulting Group Inc. (Scalar) is a minority business enterprise (MBE) and disadvantaged business enterprise (DBE), with its corporate office located in West Palm Beach and regional offices located in Maitland, Tampa, Plantation, Melbourne, and Tallahassee.

Scalar staff bring decades of experience to the transportation engineering and construction inspection industries. Some of their transportation engineering services include Project Development and Environment (PD&E) studies; NEPA evaluations; corridor planning; and complex highway design for interstate, expressways, state roads, and local streets. Their staff have worked on projects of both large and small scale (from freeway interchange modifications to sidewalk improvement projects). In addition, Scalar provides drainage design and permitting (state and local agencies), signing and pavement markings design, signalization design, lighting design, utility coordination, roadway construction cost estimating, minor structural design, and public involvement services.



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5-CAS TEAM EXPERTISE - SUBCONSULTANTS

Scalar has an experienced and well-known team comprising its Construction Engineering & Inspection (CEI) Division. They provide CEI services on a wide variety of state and municipal projects such as: construction engineering & inspection, constructability & biddability reviews, construction cost estimating, value engineering, field engineering, pavement management, bridge inspection, CPM scheduling and review, and more.

Scalar is FDOT Certified in Work Groups:

- 2.0 Project Development and Environmental Studies
- 3.1 Minor Highway Design, 3.2 Major Highway Design, 3.3 Controlled Access Highway Design
- 4.1.1 Miscellaneous Structures, 4.1.2 Minor Bridge Design; 4.2.1 Major Bridge Design – Concrete; 4.2.2 Major Bridge Design – Steel
- 5.4 Bridge Load Rating
- 6.1 Traffic Engineering Studies, 6.2 Traffic Signal Timing, 6.3.1 ITS Analysis and Design, 6.3.2 ITS Implementation
- 7.1 Signing, Pavement Marking and Channelization, 7.2 Lighting, 7.3 Signalization
- 10.1 Roadway Construction Engineering Inspection, 10.3 Construction Materials Inspection, 10.4 Minor Bridge & Miscellaneous Structures CEI, 10.5.1 Major Bridge CEI – Concrete
- 11.0 Engineering Contract Administration and Management
- 13.3 Policy Planning, 13.4 Systems Planning, 13.5 Subarea/Corridor Planning, 13.6 Land Planning/Engineering

Scalar is always dedicated to providing their clients with innovative solutions, maximum cost savings, efficient communication, and coordination to ensure clients achieve their goals on time and within budget. While new firms have entered the market in the past years and others have left or been acquired by large corporations, Scalar Consulting Group Inc. has remained a private and independent company, beholden only to customers' best interests. They deliberately seek out only those opportunities where we can deliver results and build strong professional relationships that will last for decades to come.



Justin Architects, P.A., formerly recognized as Cartaya & Associates, Architects, PA, is a highly regarded architectural firm based in the heart of Fort Lauderdale, Florida. The transformative journey began in 2021 when Cartaya and Associates P.A embarked on a transition that unveiled the emergence of Justin Architects. This evolution goes beyond a mere alteration of name and corporate branding; it signifies the advent of a new era where unwavering commitment lies in consistently delivering exceptional Architectural Design Services with a fresh identity.

With a foundation rooted in a legacy tracing back to 1979, they have spent over four decades establishing themselves as a pioneering architectural entity in South Florida. Their impact extends well beyond the local landscape, resonating across the tri-county region, leaving an indelible imprint. Their domain encompasses an array of facets including Architectural, Interior Design, Planning, and dedication to Sustainability (LEED/WELL standards), as well as adeptness in construction management. This multifaceted approach sets them in a league apart from competitors. At the core of Justin Architects is a dedication to design that meld seamlessly with impeccable execution – a relationship of creativity and production that remains consistent.



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**5-CAS TEAM EXPERTISE -
SUBCONSULTANTS**

Justin Architects possesses a wealth of diversified experience and a unique blend of professional perspectives that will profoundly enrich the capacity to offer innovative concepts, top-tier solutions, and robust technical expertise in their capacity as designers, reviewers, and liaisons with various agencies. Their extensive track record, involving collaboration with more than twenty Governmental Agencies across South Florida, brings substantial depth, diversity, and unparalleled experience to the forefront, eliminating the need for a costly learning curve.

The fusion of Justin Architects is composed of an exceptional and diverse ensemble of seasoned architects and specialists within their respective disciplines. This collective brilliance is channeled not only towards the meticulous execution of projects, but also towards cultivating robust client interactions and nurturing enduring relationships. Timeliness and adherence to budgets form the cornerstone of their operational ethos.

ACCOMPLISHMENTS: They have been the architects for hundreds of projects in South Florida such as the Town of Davie, New Town Hall – Design Criteria Package, Pompey Park Recreational Center in Delray Beach, Sea Glass Beach Place, Fort Lauderdale-Hollywood International Airport Car Rental Return Facility; Broward College’s Fine Arts Building, A. Hugh Adam’s Parking Garage and Bailey Concert Hall Interior Renovations; and the City of Miramar’s Town Center, Cultural Arts Facility, City Hall and Police Headquarters, the City of Fort Lauderdale Aquatic Center and Complex which recently received the AIA Design Awards in 2022. They also provided Design Review for the Walmart Store on Oakland Park Boulevard and NE 6th Avenue as part of the Calvin Giordano & Associates Team and the City of Oakland Park Police Municipal Building Hardening.

Justin Architects hold SBE/DBE/CBE in Broward County via the respected Florida Unified Certification Program (UPC), and are also MBC Certified under the umbrella of the Florida Department of Management Services Suppliers Diversity, as well as Pre-Qualified with the Florida Department of Transportation (FDOT), to do work in Group 14 - Architecture.

Justin Architects will be providing professional architectural services for the duration of the contract.

6 – References

REFERENCES FOR Craig A. Smith & Associates, LLC

(NAME OF FIRM)

1. Reference/Contact Name:

Town of Golden Beach Continuing Professional Services

Professional Services Performed:

A professional general engineering services contract has been maintained with the Town since 2000. Details of projects are listed in the attached.

Phone:

305 932 0744

Fax:

E-Mail:

alexdiuz@townofgoldenbeach.us

2. Reference/Contact Name:

Village of El Portal Continuing Professional Services

Professional Services Performed:

A professional general engineering services contract has been maintained with the Village since 2003. Details of projects are listed in the attached.

Phone:

305 795 7880

Fax:

E-Mail:

villagemanager@villageofelportal.org

3. Reference/Contact Name:

city of Margate Continuing Professional Engineering Services

Professional Services Performed:

A professional general engineering services contract has been maintained with the City since 2014. Details of projects are listed in the attached.

Phone:

954 884 3633

Fax:

E-Mail:

rdaniels@margatefl.com



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6 - REFERENCES

1. TOWN OF GOLDEN BEACH

One Golden Beach Drive
Golden Beach, Florida 33160



Contract Type:	Continuing Professional Engineering Services
Consultant:	Craig A. Smith & Associates
Contact:	Alexander Diaz, Town Manager
Telephone:	(305) 932-0744
E-mail:	alexdiuz@townofgoldenbeach.us
Start Date:	October 23, 2000
End Date:	On-going
Contract Status:	Active

Work Performed: A professional general engineering services contract has been maintained with the Town of Golden Beach since 2000. With limited staff, the Town relies on CAS' professional experience and expertise to properly maintain their utility infrastructure. CAS provides all engineering design, survey, utility locates, construction management services for roadway, drainage, water, electrical, utility undergrounding, utility easement acquisitions and mechanical related projects within the Town including the Town's recently completed Capital Improvements Project. CAS also provides agency required reporting for NPDES, DERM and WASAD, and assistance in securing funding through FEMA and SFWMD grants. The annual budget for these projects ranges from \$100,000 to \$200,000 annually.

2. VILLAGE OF EL PORTAL

500 NE 87TH Street
El Portal, Florida 33138



Contract Type:	Continuing Professional Engineering Services
Consultant:	Craig A. Smith & Associates
Contact:	Christia Alou, Village Manager
Telephone:	(305) 795-7880
E-mail:	villagemanager@villageofelportal.org
Start Date:	January 30, 2003
End Date:	On-Going
Contract Status:	Active

Work Performed: A professional general engineering services contract has been maintained with the Village of El Portal since 2003. With limited staff, the Village relies on CAS' professional experience and expertise to properly maintain their drainage and wastewater collection system infrastructure. CAS provides all engineering design, survey, utility locates, construction management services for drainage, wastewater conveyance/collection system improvements, utility easement acquisitions and mechanical (stormwater and wastewater pump stations) related projects within the Village. CAS also provides agency required reporting for NPDES, DERM, FDEP and WASAD. The annual budget for these projects ranges from \$100,000 to \$150,000 annually.



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6 - REFERENCES

3. CITY OF MARGATE

901 NW 66th Ave. Suite A
Margate, Florida 33063

Contract Type: Continuing Professional Engineering Services
Consultant: Craig A. Smith & Associates,
Contact: Randy Daniels, P.E., PMP, CDM
Telephone: (954) 884 3633
E-mail: rdaniels@margatefl.com
Start Date: December 7, 1998
End Date: On-going
Contract Status: Active



Work Performed: A professional general engineering services contract has been maintained with the City of Margate since the late 1990s. In June of 2018, CAS was awarded a new contract with the city through a Request For Proposal (RFP) process. The city relies on CAS' professional experience and expertise to properly maintain their utility infrastructure. CAS provides engineering design, survey, utility locates, construction management services for water, wastewater, electrical and mechanical related projects. CAS has successfully completed the rehabilitation of eleven (11) wastewater lift stations and associated force main extensions totaling over \$5 million. CAS has completed design on another five (5) wastewater lift stations slated for rehabilitation. Of the five lift stations, LS No.21 is currently in construction (design cost: \$60,990, construction cost: \$298,216) and LS No.7 (design cost: \$63,450, construction cost: \$550,000) has been advertised for construction. In addition, CAS provided design services for the replacement of undersized steel water mains with 6 inch DIP lines throughout the city service area and is currently providing public outreach, construction inspection and management services.

4. CITY OF SUNNY ISLES BEACH

18070 Collins Avenue
Sunny Isles Beach, Florida 33160

Contract Type: Continuing Professional Engineering Services
Consultant: Craig A. Smith & Associates
Contact: Rich Labinsky, City Engineer
Telephone: (305) 947-0606
E-mail: rlabinsky@sibfl.net
Start Date: January 23, 2014
End Date: On-going
Contract Status: Active



Work Performed: CAS has been working with the City of Sunny Isles since 2011 providing engineering services for city-wide drainage and roadway infrastructure improvements within the City. This is a multi-year professional engineering services contract on a work order basis. CAS recently completed the design and permitting of the Central Island Stormwater Pump Station & Drainage Improvements Project. The project is currently in the bidding phase.



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6 - REFERENCES

5. TOWN OF PEMBROKE PARK

3150 WW 52nd Ave
Pembroke Park, FL 33023



Contract Type:	Continuing Professional Engineering Services
Consultant:	Craig A. Smith & Associates
Contact:	Aleem Ghany
Telephone:	(954) 966 4600
E-mail:	aghany@tppfl.gov
Start Date:	March 4, 19998
End Date:	On-Going
Contract Status:	Active

Work Performed: A professional general engineering services contract has been maintained and recently re-selected with the Town of Pembroke Park since 2004. The city relies on CAS' professional experience and expertise to properly maintain their utility infrastructure. CAS provides engineering design, survey, utility locates, construction management services for roadway, drainage, water and wastewater related projects. CAS is currently providing engineering services for the rehabilitation of three (3) wastewater lift station and is scheduled to provide construction management and inspection services for the SW 25th Street Drainage Improvement project in which CAS completed design and permitting. CAS is also providing Updates to the Town's Comprehensive Wastewater Master Plan.

6. CITY OF SWEETWATER

500 SW 109th Avenue
Sweetwater, Florida 33174



Contract Type:	Continuing Professional Engineering Services
Consultant:	Craig A. Smith & Associates, Inc.
Contact:	Eric Gomez, City Engineer
Telephone:	(305) 553-5457
E-mail:	egomez@sweetwater.fl.gov
Start Date:	October 23, 2000
End Date:	On-going
Contract Status:	Active

Work Performed: A professional general engineering services contract has been maintained with the City of Sweetwater since 2000. With limited staff, the City relies on CAS' professional experience and expertise to properly maintain their drainage infrastructure. CAS provides all engineering design, survey, utility locates, construction management services for drainage, utility easement acquisitions and mechanical (stormwater pump stations) related projects within the City. CAS also provides agency required reporting for NPDES, DERM and WASAD. The annual budget for these projects ranges from \$200,000 to \$750,000 annually.

7 – Certified Minority Business Enterprise (5 points)



Vendor Registration View

SWA Logo

Vendor Registration

Entity Information

BUSINESS NAME: CRAIG A SMITH & ASSOCIATES, LLC

CONTACT FOR THIS BUSINESS: Andrea Lyle (Contact)

PHONE CONTACT EMAIL: asmith@caseng.com

PHONE: 561 316 4645

FAX: 561 316 4650

COMPANY EMAIL: asmith@caseng.com

TAX ID NUMBER: 053069305

ADDRESS TYPE: LLC

PHYSICAL ADDRESS: 21243 Commercial Trail, Boca Raton, FL 33485

MAILING ADDRESS: 4152 W Blue Heron Blvd, Suite 1114, Riviera Beach, FL 33486

Settings

DATE TO EXPIRE: Yes

DATE TO EXPIRE: Yes

Entity Information

Small Business Enterprise (SBE)
 Palm Beach County SBE Certification #VS0000024110 Expires 09-14-2025
 SBE/MBE 001 - Gov #1600000003 Exp Aug 31, 2023
 City of West Palm Beach SBE Cert #02179-13 Exp Dec 23, 2025

Minority Business Enterprise (MBE)
 Palm Beach County MBE #VS0000024110 Exp Feb 6, 2025

SOUTH FLORIDA WATER MANAGEMENT DISTRICT

August 22, 2022

REGISTERED VENDOR NO.: 1000000069

CERTIFICATION EFFECTIVE DATE: August 22, 2022

CERTIFICATION EXPIRATION DATE: August 22, 2025

Dear Mr. Smith:

Congratulations, the South Florida Water Management District (District) has certified your firm as a Small Business Enterprise (SBE). This certification is valid for three (3) years and may only be applied when business is conducted in the following area(s):

Professional Engineering, Construction Management, Utility Locating and Surveying & Mapping Services

Your submission of bids or proposals to supply other products or services outside of the specialty areas listed above will not count toward SBE participation. If you require certification in other specialty areas, please contact the Procurement Bureau, SBE Section, for additional information.

Renewal is required every three (3) years and should be requested a minimum of 45 days prior to the above expiration date.

If any changes occur within your company during the certification period such as ownership, affiliate company status, address, telephone number, licensing status, gross revenue, or any information that relates to your SBE Certification status, you must notify this office in writing immediately. It is imperative that we maintain current information on your company at all times.

Certification is not a guarantee that your firm will receive work, nor an assurance that your firm will remain in the District's vendor database.

We look forward to a mutually beneficial working relationship.

Sincerely,

Jennifer Datta
 SBE Program Specialist
 Procurement Bureau

JD

1301 West Coast Road, West Palm Beach, Florida, USA • 561-999-6000 • 1-800-432-2041
 Mailing Address: P.O. Box 26000, West Palm Beach, FL 33416-0000 • www.sfwmd.gov

SMALL BUSINESS CERTIFICATION
The City of West Palm Beach's Small Business Program
Certifies that

CRAIG A. SMITH & ASSOCIATES, LLC

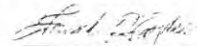
Has met the necessary requirements for certification as a Small Business under the Small Business Program as prescribed by the City of West Palm Beach's Ordinance Number 3366-00.

The following List of Services and/or Product are covered under this certification:

- Aircraft Operations Services: Aerial Surveys (Including Wildlife Censuses)
- Architectural Professional Design Services: Recreation Facilities (Parks, Marinas, etc)
 - Architectural and Engineering Services, Non-Professional
 - Engineering Services, Professional: Civil, Surveyor Services, Land
- Environmental and Ecological Services: Tank Testing and Disposal Services, Storage Including Underground Types
 - Mapping Services Including Cartography and Surveying Services, Not Aerial, for Digitized Mapping

Issued by the City of West Palm Beach for a three-year period December 29, 2022 to December 28, 2025

Certificate Vendor Number: 1070664



Frank Hayden
Director Office of Equal
Opportunity

MINORITY/WOMAN BUSINESS CERTIFICATION
The City of West Palm Beach's Minority/Women Business Program
Certifies that

CRAIG A. SMITH & ASSOCIATES, LLC

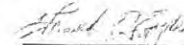
Has met the necessary requirements for certification as a Minority/Women Business under the Minority/Women Business Program as prescribed by the City of West Palm Beach's Ordinance Number 4679-18

The following List of Services and/or Product are covered under this certification:

- Aircraft Operations Services: Aerial Surveys (Including Wildlife Censuses)
- Architectural Professional Design Services: Recreation Facilities (Parks, Marinas, etc)
 - Architectural and Engineering Services, Non-Professional
 - Engineering Services, Professional: Civil, Surveyor Services, Land
- Environmental and Ecological Services: Tank Testing and Disposal Services, Storage Including Underground Types
 - Mapping Services Including Cartography and Surveying Services, Not Aerial, for Digitized Mapping

Issued by the City of West Palm Beach for a three-year period December 29, 2022, to December 28, 2025

Certificate Vendor Number: 1070664



Frank Hayden
Procurement Official



**OFFICE OF ECONOMIC AND SMALL BUSINESS DEVELOPMENT
Governmental Center Annex**

115 S. Andrews Avenue, Room A680 • Fort Lauderdale, Florida 33301 • 954-357-6400 • FAX 954-357-5674

October 20, 2023

Mr. Larry M. Smith
SMITH ENGINEERING CONSULTANTS, INC.
412 S.E. 18th Street
Fort Lauderdale, Florida 33316

Dear Mr. Smith:

The Broward County Office of Economic and Small Business Development (OESBD) is pleased to announce that your firm's **County Business Enterprise (CBE)** certification has been renewed.

Your firm's certifications are continuing from your anniversary date but are contingent upon the firm verifying its eligibility annually through this office. You will be notified in advance of your obligation to continue eligibility in a timely fashion. **However, the responsibility to ensure continued certification is yours.** Failure to document your firm's continued eligibility for the CBE and SBE programs within **thirty (30) days** from your anniversary may result in the expiration of your firm's certifications. Should you continue to be interested in certification after it has expired, you will need to submit a new application, and all required supporting documentation for review.

To review current Broward County Government bid opportunities, visit: www.broward.org/Purchasing and click on "Current Solicitations and Results." Also, from this website, you can log into your firm's profile in BidSync to ensure you have added all appropriate classification codes. Bid opportunities over \$3,500 will be advertised to vendors via e-mail and according to classification codes, so please ensure that both the Purchasing Division and OESBD are apprised of your current e-mail address.

Your primary certification group is: **Architecture/Engineering Services**. This is also how your listing in our directory will read. You may access your firm's listing by visiting the Office of Economic and Small Business Development Directory, located on the internet at: www.broward.org/EconDev and click on "Certified Firm Directories."

Your firm may compete for, and perform work on Broward County projects in the following area:

NAICS CODE: 541330

We look forward to working with you to achieve greater opportunities for your business through county procurement.

Sincerely,

SANDY-MICHAEL
MCDONALD

Digitally signed by SANDY-
MICHAEL MCDONALD
Date: 2023.10.24 13:35:46
CJ CC

Sandy-Michael McDonald, Director
Office of Economic and Small Business Development

**Cert Agency: BC- CBE
ANNIVERSARY DATE: AUGUST 5th**

State of Florida

Minority Business Certification

SCALAR CONSULTING GROUP INC.

Is certified under the provisions of
287 and 295.187, Florida Statutes, for a period from:
05/31/2023 to 05/31/2025



J. Todd Inman
Florida Department of Management Services



Office of Supplier Diversity
4050 Esplanade Way, Suite 380
Tallahassee, FL 32399
850-487-0915
www.dms.myflorida.com/osd



OFFICE OF ECONOMIC AND SMALL BUSINESS DEVELOPMENT

Governmental Center Annex

115 S. Andrews Avenue, Room A680 • Fort Lauderdale, Florida 33301 • 954-357-6400

January 19, 2023

Mr. Juan Justiniano
JUSTIN ARCHITECTS, P.A.
2400 E. Commercial Blvd., Suite 201
Fort Lauderdale, Florida 33308

Dear Mr. Justiniano:

The Broward County Office of Economic and Small Business Development (OESBD) is pleased to announce that your firm's **County Business Enterprise (CBE)** has been renewed.

Your firm's certifications are continuing from your anniversary date but are contingent upon the firm verifying its eligibility annually through this office. You will be notified in advance of your obligation to continue eligibility in a timely fashion. However, the responsibility to ensure continued certification is yours. Failure to document your firm's continued eligibility for the CBE and SBE programs within **thirty (30) days** from your anniversary may result in the expiration of your firm's certifications. Should you continue to be interested in certification after it has expired, you will need to submit a new application, and all required supporting documentation for review.

To review current Broward County Government bid opportunities, visit: www.broward.org/Purchasing and click on "Current Solicitations and Results." Also, from this website, you can log into your firm's profile in BidSync to ensure you have added all appropriate classification codes. Bid opportunities over \$3,500 will be advertised to vendors via e-mail and according to classification codes, so please ensure that both the Purchasing Division and OESBD are apprised of your current e-mail address.

Your primary certification group is: **Architecture and Engineering Services**. This is also how your listing in our directory will read. You may access your firm's listing by visiting the Office of Economic and Small Business Development Directory, located on the internet at: www.broward.org/EconDev and click on "Certified Firm Directories."

Your firm may compete for, and perform work on Broward County projects in the following areas:

NAICS CODE: 541310, 541320, 541340

Re: Justin Architects, P.A. January 19, 2023

We look forward to working with you to achieve greater opportunities for your business through county procurement.

Sincerely,
Sandy-Michael McDonald, Director
Office of Economic and Small Business Development
Cert Agency: BC-CBE
ANNIVERSARY DATE: November 20th

Broward County Board of County Commissioners
Mark D. Bogen • Lamar P. Fisher • Beam Furr • Steve Geller • Robert McKinzie • Nan H. Rich • Hazelle P. Rogers • Tim Ryan • Michael Udine
Broward.org

State of Florida

Minority Business Certification

Justin Architects, P.A.

Is certified under the provisions of
287 and 295.187, Florida Statutes, for a period from:
05/31/2023 to 05/31/2025



J. Todd Inman
Florida Department of Management Services



Office of Supplier Diversity
4050 Esplanade Way, Suite 380
Tallahassee, FL 32399
850-487-0915
www.dms.myflorida.com/osd

8 – Required Forms

FIRM ACKNOWLEDGEMENT

Submit RFQ's to: Town Clerk's Office
Town of Highland Beach
3614 South Ocean Blvd.
Highland Beach, FL 33487
Telephone: 561-278-4548

RFQ Title: "CONTINUING PROFESSIONAL CONSULTING SERVICES (CCNA)"
RFQ Number: 24-001

RFQ Due: January 10, 2024, NO LATER THAN 2:00 P.M. (LOCAL TIME)

Proposals will be publicly opened and recorded for acknowledgement of receipt, unless specified otherwise, on the date and time indicated above and may not be withdrawn within ninety (90) days after such date and time.

All Contracts entered as a result of this RFQ shall conform to applicable sections of the Town Charter and Town Code of Ordinances.

Name of Firm: Craig A. Smith & Associates, LLC

Federal I.D. Number: 86-3889398

A Corporation of the State of Florida

Telephone No.: 561 314 4445

Mailing Address: 1425 E. Newport Center Drive

City / State / Zip: Deerfield Beach, FL 33442

Email Address: ssmith@craigasmith.com



Authorized Signature

SERVICES TO BE CONSIDERED - PLEASE CHECK OFF EACH TO BE PROVIDED

- Civil Engineering
- Water/Wastewater/Stormwater
- Architecture
- Landscape Architecture
- Geotechnical
- Transportation
- Mechanical/Electrical/~~Plumbing~~
- Other Services (Please list below)

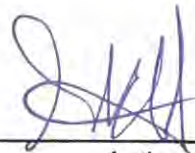
Surveying and Mapping; Utility Locating

CONFIRMATION OF DRUG-FREE WORKPLACE

Preference shall be given to businesses with drug-free workplace programs. In order to be considered having a drug-free workplace program, the Firm shall:

- 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 employees 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, and 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 bid 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 bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or 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.



Authorized Signature

Stephen C. Smith, P.E., President

PALM BEACH COUNTY INSPECTOR GENERAL

ACKNOWLEDGMENT

The Firm is aware that the Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of this contract, and in furtherance thereof may demand and obtain records and testimony from the Firm and its subcontractors and lower tier subcontractors.

The Firm understands and agrees that in addition to all other remedies and consequences provided by law, the failure of the Firm or its subcontractors or lower tier subcontractors to fully cooperate with the Inspector General when requested may be deemed by the Town to be a material breach of this contract justifying its termination.

Craig A. Smith & Associates, LLC

FIRM NAME

By: _____



Title: President

Date: January 10, 2024

**CERTIFICATION PURSUANT TO FLORIDA
SECTION 287.135, FLORIDA STATUTES**

I, Stephen C. Smith, P.E., President, on behalf of Craig A. Smith & Associates, LLC certify
 Print Name and Title Company Name

That Craig A. Smith & Associates, LLC does not:
 Company Name

1. Participate in a boycott of Israel; and
2. Is not on the Scrutinized Companies that Boycott Israel List; and
3. Is not on the Scrutinized Companies with Activities in Sudan List; and
4. Is not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; and
5. Has not engaged in business operations in Syria.

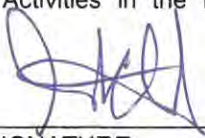
Submitting a false certification shall be deemed a material breach of contract. The Town shall provide notice, in writing, to the Contractor of the Town's determination concerning the false certification. The Contractor shall have ninety (90) days following receipt of the notice to respond in writing and demonstrate that the determination of false certification was made in error. If the Contractor does not demonstrate that the Town's determination of false, certification was made in error then the Town shall have the right to terminate the contract and seek civil remedies pursuant to Florida Statute § 287.135.

Section 287.135, Florida Statutes, prohibits the Town from: 1) Contracting with companies for goods or services in any amount if at the time of bidding on, submitting a proposal for, or entering into or renewing a contract if the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, F.S. or is engaged in a boycott of Israel; and

2) Contracting with companies, for goods or services over \$1,000,000.00 that are on either the Scrutinized Companies with activities in the Iran Petroleum Energy Sector list, created pursuant to s. 215.473, or are engaged in business operations in Syria.

As the person authorized to sign on behalf of the Contractor, I hereby certify that the company identified above in the section entitled "Contractor Name" does not participate in any boycott of Israel, is not listed on the Scrutinized Companies that Boycott Israel List, is not listed on either the Scrutinized Companies with activities in the Iran Petroleum Energy Sector List and is not engaged in business operations in Syria. I understand that pursuant to section 287.135, Florida Statutes, the submission of a false certification may subject the company to civil penalties, attorney's fees, and/or costs. I further understand that any contract with the Town for goods or services may be terminated at the option of the Town if the company is found to have submitted a false certification or has been placed on the Scrutinized Companies with Activities in Sudan list or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List.

Craig A. Smith & Associates, LLC
 COMPANY NAME


 SIGNATURE

Stephen C. Smith, P.E.
 PRINT NAME

President
 TITLE

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

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 the Town of Highland Beach (the "Town") by:

Stephen C. Smith, P.E., President

(Print individual's name and title)

For: Craig A. Smith & Associates, LLC

(Print name of entity submitting sworn statement)

Whose business address is:

1425 E. Newport Center Drive, Deerfield Beach, FL 33442

And (if applicable) its Federal Employer Identification Number (FEIN) is: 86-3889398

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement:
_____)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), FLORIDA STATUTES, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), FLORIDA STATUTES, means a finding of guilt, 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. A predecessor or successor of a person convicted of a public entity crime; or

b. an entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one (1) 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 (1) person controls another person.

A person who knowingly enters a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding thirty-six (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 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 (1) 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 Bidder list. (Attach a copy of the final order)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICE FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 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.

Date: January 10, 2024



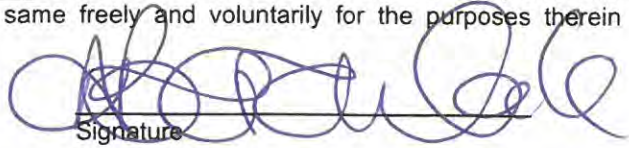
Signature
Stephen C. Smith, P.E., President

STATE OF FLORIDA

COUNTY OF Broward

The foregoing instrument was acknowledged before me this 10th day of January, 2024, by, as Stephen C. Smith, P.E. (title) of President (name of company), on behalf of Craig A. Smith & Associates, LL (type of entity).

who is personally known to me, who produced _____ as identification, who did take an oath, and who acknowledged before me that he executed the same freely and voluntarily for the purposes therein expressed.



Signature

Andrea Cole

Print Name

NOTARY PUBLIC – STATE OF FL
My Commission Expires: 7.11.27
Commission No.: HH 413340



ADDENDA ACKNOWLEDGEMENT

TOWN OF HIGHLAND BEACH, FLORIDA

RFQ TITLE: **"CONTINUING PROFESSIONAL CONSULTING SERVICES (CCNA)"**

RFQ NO.: 24-001

DATE SUBMITTED: January 10, 2024

We propose and agree, if this submittal is accepted, to contract with the Town of Highland Beach, in the Contract Form, to furnish all material, means of transportation, coordination, labor and services necessary to complete/provide the work specified by the Contract documents.

Having studied the documents prepared by: The Town of Highland Beach

We propose to perform the work of this Project according to the Contract Documents and the following addenda which we have received:

ADDENDUM	DATE	ADDENDUM	DATE
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

NO ADDENDUM WAS RECEIVED IN CONNECTION WITH THIS RFQ

RFQ No.: 24-001
CONTINUING PROFESSIONAL CONSULTING SERVICES (CCNA)

SCHEDULE OF SUB-CONSULTANTS

The Undersigned Respondent proposes the following major subcontractors for the major areas of work for the Project. The Respondent is further notified that all sub-consultants shall be properly licensed, bondable and shall be required to furnish the Town with a Certificate of Insurance in accordance with the contract general conditions. This page may be reproduced for listing additional sub-consultants, if required. **If not applicable or if no-sub-consultants will be used in the performance of this work, please sign and date the from and write "Not-Applicable" or "NONE" across the form.**

<u>Name of Sub-Consultant</u>	<u>Address of Sub-Consultant</u>	<u>License No.:</u>	<u>Contract Amount</u>	<u>Percentage (% of Contract)</u>
RADISE International, LLC	4152 W. Blue Heron Blvd, 1114, Riviera Beach, FL 33404	52845	TBD	TBD
Smith Engineering Consultants, Inc.	2161 Palm Beach Lakes Blvd, Suite 312 West Palm Beach, FL 33409	P99000049883	TBD	TBD
Florida Technical Consultants	2240 Woolbright Road, Suite 400 Boynton Beach, FL 33426	L14000011037	TBD	TBD
Cotleur & Hearing	1934 Commerce Lane, Suite 1, Jupiter, FL 33458	L05000052285	TBD	TBD
Scalar Consulting Group	5713 Corporate Way, Suite 200 West Palm Beach, FL 33407	PE 67914	TBD	TBD
Justin Architects	2400 E. Commercial Blvd, Suite 201 Fort Lauderdale, FL 33308	AR91592	TBD	TBD



Signature _____ Date: January 10, 2024
 Title/Company Stephen C. Smith, P.E., President

Owner reserves the right to reject any sub-consultant who has previously failed in the proper performance of an award, or failed to deliver on time contracts in a similar nature, or who is not responsible (financial capability, lack of resources, etc.) to perform under this award. Owner reserves the right to inspect all facilities of any sub-consultant in order to make a determination as to the foregoing.

9 - Licenses/Insurance



State of Florida Department of State

I certify from the records of this office that CRAIG A. SMITH & ASSOCIATES, LLC is a limited liability company organized under the laws of the State of Florida, filed on May 13, 2021.

The document number of this limited liability company is L21000210726.

I further certify that said limited liability company has paid all fees due this office through December 31, 2023, that its most recent annual report was filed on January 19, 2023, and that its status is active.

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



[Signature]
Secretary of State

Tracking Number: 37636198J.C.C
To authenticate this certificate, visit the following site, enter this number, and then follow the instruction displayed.
<http://services.usable.com/Filings-CertificateOfStatus-CertificateAuthentication>



Florida Department of Agriculture and Consumer Services
Division of Consumer Services
Board of Professional Surveyors and Mappers
2105 Apalachee Parkway Tallahassee, Florida 32309-6500
RRB01191 3435-7352 fax (850) 488-2221

February 2, 2023

CRAIG A. SMITH & ASSOCIATES, LLC
2104F COMMERCIAL TRL
BOCA RATON, FL 33486-1006

SUBJECT: Professional Surveyor and Mapper Business Certificate # LB3110

Your application for renewal of a professional surveyor and mapper business as required by Chapter 472, Florida Statutes, has been received and processed.

The license expires below and is valid through February 28, 2025.

You are required to keep your information with the Board current. Please visit our website at www.flhcsfp.com to create your online account. If you have already created your online account, you can update the website to maintain your license. You can also find other valuable information on the website.

If you have any questions, please do not hesitate to call the Division of Consumer Services, Board of Professional Surveyors and Mappers at 850-488-7352 or 850-488-2221.

Dear Sir:



Florida Department of Agriculture and Consumer Services
Division of Consumer Services
Board of Professional Surveyors and Mappers
2105 Apalachee Parkway Tallahassee, Florida 32309-6500

License No. LB3110

Expiration Date: February 28, 2025

Professional Surveyor and Mapper Business License

Under the provisions of Chapter 472, Florida Statutes

CRAIG A. SMITH & ASSOCIATES, LLC
2104F COMMERCIAL TRL
BOCA RATON, FL 33486-1006

[Signature]
WILTON SIMPSON
COMMISSIONER OF AGRICULTURE

It is the policy of the Department of Agriculture and Consumer Services to make all information available to the public unless otherwise indicated by law.

Ron DeSantis, Governor

STATE OF FLORIDA

FBPE
FLORIDA BOARD OF PROFESSIONAL ENGINEERS

BOARD OF PROFESSIONAL ENGINEERS
THE ENGINEERING BUSINESS HEREIN IS AUTHORIZED UNDER THE PROVISIONS OF CHAPTER 1, F.D., FLA. STATUTES

CRAIG A. SMITH & ASSOCIATES, LLC.
2104F COMMERCIAL TRAIL
BOCA RATON, FL 33486

LICENSE NUMBER 38973

Always verify licenses online at MyFloridaLicense.com

Do not alter this document in any form.
This is your license. It is unlawful for anyone other than the licensee to use this document.

Florida Department of Agriculture and Consumer Services
Division of Consumer Services

BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS
APPLICATION FOR CERTIFICATE OF AUTHORIZATION

WILTON SIMPSON

Chapter 472, Florida Statutes

Note: All documents and attachments submitted with this application are subject to public review pursuant to Chapter 119, F.S.

Additional Information

License No: LB3110

Business Information

Business Name: CRAIG A. SMITH & ASSOCIATES, LLC
FEIN:
Business Address: 2104F COMMERCIAL TRL
BOCA RATON, Florida, 33486-1006
Mailing Address: 2104F COMMERCIAL TRL
BOCA RATON, Florida, 33486-1006
Email address: ncsle@cragsmith.com
Website: www.cragasmith.com
Business Phone: 861-314-4448
Fax: 861-314-4458

Principal Officers

1. License Number: LS4846
Name: KEENER, ROBERT D
Address: 960 SE ATLANTUS AVE
City State Zip: FORT PIERCE, FL 34983-3906
Address Type: HOME

2. License Number: LS4846
Name: KEENER, ROBERT D
Address: 960 SE ATLANTUS AVE
City State Zip: FORT PIERCE, FL 34983-3906
Address Type: HOME

Branch Offices

Authorization

I affirm that I have provided the above information completely and truthfully to the best of my knowledge. (X)

Ron DeSantis, Governor
Melanie S. Griffin, Secretary

STATE OF FLORIDA

FBPE
FLORIDA BOARD OF PROFESSIONAL ENGINEERS

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

SMITH, STEPHEN CRAIG
9960 MAJORCA PLACE
BOCA RATON FL 33434-0000

LICENSE NUMBER: PE40914
EXPIRATION DATE: FEBRUARY 28, 2025
Always verify licenses online at MyFloridaLicense.com

Do not alter this document in any form.
This is your license. It is unlawful for anyone other than the licensee to use this document.

Ron DeSantis, Governor
Melanie S. Griffin, Secretary

STATE OF FLORIDA

FBPE
FLORIDA BOARD OF PROFESSIONAL ENGINEERS

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

RUBIO, ORLANDO ALBERTO
7281 BRIELLA DR
BOYNTON BEACH FL 33437

LICENSE NUMBER: PE40265
EXPIRATION DATE: FEBRUARY 28, 2025
Always verify licenses online at MyFloridaLicense.com

Do not alter this document in any form.
This is your license. It is unlawful for anyone other than the licensee to use this document.

Ron DeSantis, Governor
Melanie S. Griffin, Secretary

STATE OF FLORIDA

FBPE
FLORIDA BOARD OF PROFESSIONAL ENGINEERS

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

VILAR, FRANK
21045 COMMERCIAL TRAIL
BOCA RATON FL 33486

LICENSE NUMBER: PES6459
EXPIRATION DATE: FEBRUARY 28, 2025
Always verify licenses online at MyFloridaLicense.com

Do not alter this document in any form.
This is your license. It is unlawful for anyone other than the licensee to use this document.

Ron DeSantis, Governor
Melanie S. Griffin, Secretary

STATE OF FLORIDA

FBPE
FLORIDA BOARD OF PROFESSIONAL ENGINEERS

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

SHONK, DANIEL EUGENE
9500 126-B SW 3RD STREET
BOCA RATON FL 33428

LICENSE NUMBER: PE90263
EXPIRATION DATE: FEBRUARY 28, 2025
Always verify licenses online at MyFloridaLicense.com

Do not alter this document in any form.
This is your license. It is unlawful for anyone other than the licensee to use this document.

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

License No.: **LS4846**
Expiration Date: February 28, 2023

Professional Surveyor and Mapper License
Under the provisions of Chapter 472, Florida Statutes

ROBERT D KEENER
950 SE ATLANTUS AVE
FORT PIERCE, FL. 34983-3906

Nicole Fried
NICOLE "NIKKI" FRIED
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 Statute.

Detach Here

Receipt of Payment

DTN	Name	Fee
3715558	WILLIAM DELANEY KALBACH	\$255.00
	Convenience Fees	\$6.38
		Total: \$261.38

Mailing Address:
FDACS - DIVISION OF CONSUMER SERVICES
BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS
2005 APALACHEE PKWY
TALLAHASSEE FL 32399-6500

Fax Number: 850-410-3804
Phone Number: 1-800-HELP-FLA (435-7352) within Florida or 800 outside Florida

State of Florida
Department of Environmental Protection

ISSUED: 04/20/2023

LICENSE NO.: 0005083

THE CLASS A DRINKING WATER TREATMENT OPERATOR NAMED BELOW IS
LICENSED UNDER THE PROVISIONS OF CHAPTER 403, FLORIDA STATUTES.

VALID UNTIL: 04/30/2025

TODD V. LARSON

RON DESANTIS

SHAWN HAMILTON

GOVERNOR

DISPLAY IS REQUIRED BY LAW

SECRETARY

State of Florida
Department of Environmental Protection

ISSUED: 04/20/2023

LICENSE NO.: 0006341

THE CLASS B WASTEWATER TREATMENT OPERATOR NAMED BELOW IS
LICENSED UNDER THE PROVISIONS OF CHAPTER 403, FLORIDA STATUTES.

VALID UNTIL: 04/30/2025

TODD V. LARSON

RON DESANTIS

SHAWN HAMILTON

GOVERNOR

DISPLAY IS REQUIRED BY LAW

SECRETARY



CERTIFICATE

David Lookabill

SAJ-08-23-00012

has completed the Corps of Engineers and Naval Facilities Engineering Command Training Course

CONSTRUCTION QUALITY MANAGEMENT FOR CONTRACTORS

EAA Area Office,
Wellington, Florida

30 June 2023

Jacksonville District

Mark C. Waddell, Civil Engineer SAJ

Location

Training Date(s)

Instructional District/NAVFAC

CQM-C Manager

Juan Sanchez Buitrago, P.E., PMP
Facilitator/Instructor

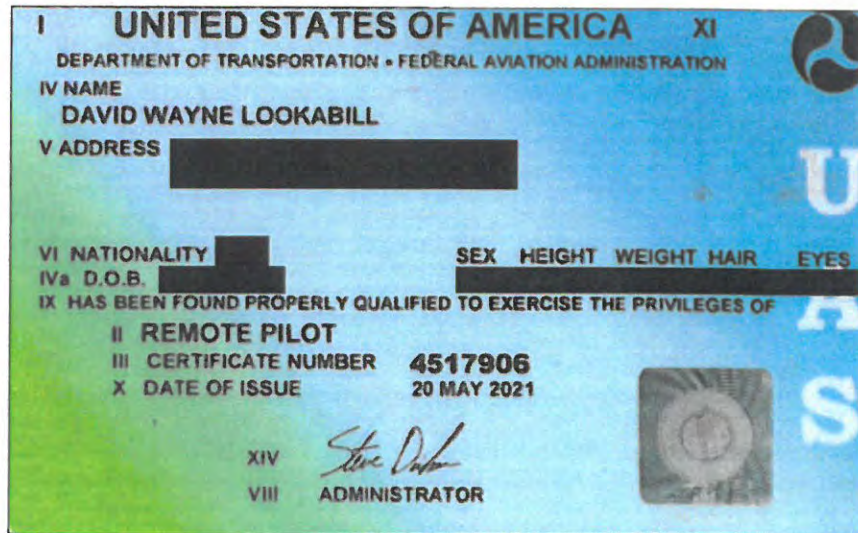
juan.sanchez.buitrago@usace.army.mil
Instructor's Email

561-308-8878
Telephone

Facilitator/Instructor Signature

THIS CERTIFICATE EXPIRES FIVE YEARS FROM DATE OF ISSUE

Chief, Construction Division SAJ
Jim Jeffords, P.E.





Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

November 15, 2023

Aneesh Goly, Principal
CRAIG A. SMITH & ASSOCIATES, LLC
4152 West Blue Heron Boulevard, Suite 116
Riviera Beach, Florida 33404

Dear Mr. Goly:

The Florida Department of Transportation has reviewed your application for prequalification package and determined that the data submitted is adequate to technically prequalify your firm for the following types of work:

- Group 3 - Highway Design - Roadway
 - 3.1 - Minor Highway Design
- Group 7 - Traffic Operations Design
 - 7.1 - Signing, Pavement Marking and Channelization
- Group 8 - Survey and Mapping
 - 8.1 - Control Surveying
 - 8.2 - Design, Right of Way & Construction Surveying
 - 8.4 - Right of Way Mapping

Your firm is now technically prequalified with the Department for Professional Services in the above referenced work types. Your firm may pursue projects in the referenced work types with fees estimated at less than \$500,000.00.* This status shall be valid until November 15, 2024 for contracting purposes.

*Limit for FDOT projects only

Should you have any questions, please feel free to contact me by email at carliayn.kell@dot.state.fl.us or by phone at 850-414-4597.

Sincerely,

Carliayn Kell
Professional Services
Qualification Administrator

CBHK/kw

CONTACT

Stephen C. Smith, P.E.
President

(561) 314-4445

ssmith@craigasmith.com

Responsible Office:
CRAIG A. SMITH & ASSOCIATES

1425 E. Newport Center Drive

Deerfield Beach, FL 33442

(561) 314-4445



Consulting Engineers, Surveyors, Landscape Architects & UAS Operations

CAULFIELD & WHEELER INC.



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40
years



TOWN OF HIGHLAND BEACH
CONTINUING PROFESSIONAL ENGINEERING, ARCHITECTURAL, LANDSCAPE
ARCHITECTURAL, SURVEYING & MAPPING CONSULTING SERVICES (CCNA)
RFQ - 24-001

John F. Wheeler. P.E., President

Email: john@cwiasoc.com
Phone: 561-392-1991 Fax: 561-750-1452
7900 Glades Road, Suite100,
Boca Raton, FL 33434

David P. Lindley, P.L.S., Senior Vice President

Email: dave@cwiasoc.com
Phone: 561-392-1991

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TAB 1 LETTER OF INTEREST



LETTER OF INTEREST

TOWN OF HIGHLAND BEACH CLERKS OFFICE
C/O Skender Coma, Management Analyst
3614 SOUTH OCEAN BLVD
HIGHLAND BEACH, FL 33487
PHONE: 561-278-4548
EMAIL: scoma@highlandbeach.us

SUBJECT: *REQUEST FOR QUALIFICATIONS CONTINUING PROFESSIONAL CONSULTING SERVICES (CCNA)*

RFQ #24-001

Dear Skender Coma, Management Analyst,

We, at Caulfield & Wheeler, Inc. (CWI), deeply comprehend the Town of Highland Beach's imperative in selecting a consultant with a robust local experience, capable of promptly and efficiently addressing the Town's ongoing needs. With over four decades of dedicated service across Miami-Dade, Broward, Palm Beach, St. Lucie, Martin, and Indian River areas, CWI has forged a successful history in consulting with government agencies, Drainage Districts, and Community Development Districts.

Our current team of 145 professionals specializes in Consulting Civil Engineering, Land Surveying & Mapping, Landscape Architecture, GIS Services, High-Definition 3D Laser Scanning or LiDAR, & UAS Operations. We proudly present our qualifications for the PROFESSIONAL CONSULTING SERVICES (CCNA) RFQ #24-001, specifically targeting Civil Engineering, Land Surveying, and Landscape Architecture.

For the past four decades, CWI's committed staff from our Boca Raton and Port St. Lucie offices has offered professional consulting services, exemplifying a broad spectrum of expertise to fulfill the Town's comprehensive Scope of Work. Our extensive municipal experience encompasses community development and drainage districts, providing proficient Civil Engineering and Surveying & Mapping services.

In the realm of Civil Engineering, our firm possesses diverse expertise covering the study, design, and construction phases of public and private projects across Florida. Our services span the design and monitoring of sanitary sewer systems, water distribution systems, stormwater management systems, and local to collector roadways. Notably, CWI has fostered excellent relations with numerous permitting agencies, exhibiting a commendable track record in acquiring permits through complex multi-agency processes.

Moreover, our Survey section holds extensive experience encompassing a wide array of survey types, including boundary, topographic, specific purpose, hydrographic, geodetic, control, tree, and as-built surveys. Our collaborative work as district engineers, surveyors, and landscape architects for multiple Community Development Districts underscores our versatility and proficiency.

At present, CWI operates from two offices: our headquarters located at 7900 Glades Rd, Suite 100, Boca Raton, FL 33484, and a satellite office at 410 S.E. Port St. Lucie Blvd., Port St. Lucie, FL 34984. Leading our team as the project manager and principal is John Wheeler, P.E., CWI's President, boasting

44 years of civil engineering experience in Florida. Mr. Wheeler's expertise spans significant projects, including serving as the acting city engineer for the City of Deerfield Beach and leading critical projects for the City of Hialeah and City of Daytona Beach. Joining Mr. Wheeler as another principal and project manager is David P. Lindley, P.L.S., Sr Vice President of CWI, offering over 40 years of land surveying experience. Together, they bring substantial knowledge and a profound understanding of the industry. Apart from the information outlined in this letter, our proposal provides further insights into our experience within the Town. Our qualified subcontractors and employees are dedicated to delivering exceptional service, committing the necessary time and resources to meet the Town's expectations.

Looking ahead, CWI anticipates a growth in workload and experience over the next three years. If selected, we commit 85% of our workload from 2024-2027.

CWI has assembled a highly skilled team poised to execute all required work types under the contract promptly and efficiently. We assure the Selection Committee of our team's prompt responsiveness and capability to handle multiple work orders simultaneously. Serving the Town of Highland Beach and its residents would be an honor and privilege for the Caulfield & Wheeler team.

Thank you for considering our proposal.

Respectfully,
Caulfield & Wheeler, Inc.



John F. Wheeler, P.E.
President, Caulfield & Wheeler, Inc.
7900 Glades Rd, Suite 100,
Boca Raton, FL 33484
john@cwiasoc.com
Phone: 561-392-1991
Fax: 561-750-1452
Cell: 561-239-9524

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TAB 2 PERSONNEL QUALIFICATIONS



ENGINEERING PROJECT MANAGERS

John F. Wheeler, P.E., Principal in Charge

President

john@cwiasoc.com

Phone: 561-392-1991 | Fax: 561-750-1452

Office Headquarters: 7900 Glades Rd
Suite 100, Boca Raton, FL 33434

John Wheeler, P.E., assumes the pivotal role of President at Caulfield & Wheeler Inc. (CWI), functioning as the team project manager and principal in charge. As the primary contact, Mr. Wheeler orchestrates operations to ensure timely and precise outcomes. With an extensive 44-year career in civil engineering in Florida, he previously held the position of acting city engineer for the City of Deerfield Beach, Florida. Co-founding Caulfield & Wheeler, Inc. in 1982, his mission has been to provide high-caliber technical and professional services that align seamlessly with clients' financial and scheduling needs.

Over the years, Mr. Wheeler has established a laudable track record, successfully steering engineering projects for public entities and private developers alike. His Civil Engineering services span a broad spectrum, encompassing feasibility studies, conceptual designs, engineering computations, detailed construction plans and specifications, cost estimation, and overseeing construction monitoring and certifications.

With over four decades of expertise in Civil Engineering, his proficiency extends to preparing Water Distribution, Sanitary Sewer, Stormwater Management, and Paving Systems for numerous projects across Southeast Florida. His dedication to delivering quality services that match client expectations underscores his influential role within the field of civil engineering.

Ryan D. Wheeler, P.E., LEED

Mr. Wheeler is a licensed Professional Engineer with the State of Florida and holds certification as a LEED® Accredited Professional from the United States Green Building Council (USGBC). He graduated from Florida Atlantic University, College of Engineering and Computer Science in May 2006, earning a Bachelor's degree in Civil Engineering. Since May 2003, Mr. Wheeler has been an integral part of Caulfield & Wheeler, Inc., contributing his expertise to various projects of diverse scales, including single-family homes, multi-family home projects, as well as commercial and mixed-use projects.

His range of services spans from handling the design, calculations, and engineering aspects of projects to managing permitting and project finalization with different permitting agencies. Noteworthy projects he has been involved in include the Seminole Improvement District project and the Historic Jones Cottage Relocation in Boynton Beach.

Matthew V. Kahn, P.E.

Mr. Kahn has been a valued member of Caulfield & Wheeler, Inc. since January 2017. Graduating from Drexel University, College of Engineering in June 2011 with a Bachelor's degree in Civil Engineering, he is a licensed Professional Engineer in the State of Florida. Throughout his tenure, Mr. Kahn has contributed his expertise to diverse projects, varying in scale from single-family residential to multi-family residential, mixed-use, commercial, and institutional projects.

His role encompasses comprehensive civil engineering consulting, project management, design and calculations. Additionally, Mr. Kahn adeptly handles the intricate processes of permitting and project finalization with various civil-related permitting agencies. Notable among his projects are the Ocean Delray Condominium in Delray Beach, the Royal Palm Place Hotel in Boca Raton and the Mainstreet at Boynton Shopping Center in Boynton Beach.

Robert Hayes Templeton, P.E.

Mr. Hayes Templeton boasts over 20 years of engineering experience, with 6.5 years dedicated to Caulfield & Wheeler Inc. During his tenure, he contributed significantly to various projects, notably the Seminole Improvement District CDD in Westlake, Florida, and Alton by Kolter Homes in Palm Beach, FL.

His expertise spans civil and highway engineering, and land development management, with a focus on concept development, permitting, technical proposal development, staff-hour estimations, project management, and design. Mr. Templeton has been instrumental in projects ranging from small rural drainage improvements to large-scale developments, even as substantial as \$1 billion. His proficiency extends to preparing bid packages, schedules, budgets, managing construction, coordinating utility installation, and securing development approvals and permits.

Furthermore, Mr. Templeton excels in mentoring junior engineers and orchestrating project teams, leveraging superior technical, problem-solving, and analytical skills. His professional strengths encompass Roadway Design, Drainage Design, Spread Analysis, Nutrient Loading Analysis, Hydraulic/Hydrologic Analysis Modeling, Traffic Control Design, Dewatering Design & Permitting, Project Scheduling, Construction Management, Development Approval, Environmental Permit Acquisition, Technical Writing, Public Speaking, and Budgeting.

William Roberts, P.E.

Mr. Roberts has been immersed in the field of civil engineering since 2004, starting as a drafting technician and swiftly advancing his skills in land development project design. With over 16 years of dedicated service at Caulfield & Wheeler, Inc., he has evolved into a licensed professional engineer adept at managing all facets of land development design and permitting for both residential and commercial projects.

His portfolio boasts involvement in several notable projects, including contributions to Tradition at Western Grove in Port St. Lucie and Cascata at MiraLago in Parkland, Florida. Throughout his tenure, Mr. Roberts has consistently demonstrated his expertise and proficiency in overseeing the design and permitting processes for diverse land development endeavors, showcasing his commitment and skill in this specialized field.

Timothy Foster, LEED, AP

Tim Foster brings over 19 years of comprehensive experience in civil engineering, having served in both private consulting and public regulatory roles. As a seasoned project engineer and LEED AP, he has been an integral part of Caulfield & Wheeler, Inc. for over 17 years. Tim's expertise spans a wide spectrum of land development engineering projects, encompassing large-scale residential, commercial, and mixed-use ventures.

His involvement in projects typically commences during the planning and conceptual design phases, persisting until the project achieves certification and completion. Tim is recognized for delivering exceptional client service and excels particularly in multiple basin drainage design, wetland hydrological modeling, and hydraulic analysis.

Among his notable projects are Arbor Parc (Mediterranea CDD) in Riviera Beach, Bella Serra (Crestwood) in Royal Palm Beach, and Lynn Cancer Institute at Boca Raton Regional Hospital, showcasing his diverse and impactful contributions to various significant developments.

His educational background includes a Bachelor's Degree in Electrical Engineering from the University of Florida and a Master's of Science in Electrical Engineering from the Florida Institute of Technology, underlining his commitment to academic excellence and professional growth.

SURVEYING PROJECT MANAGERS

Dave P. Lindley, P.L.S., Principal in Charge

Sr Vice President & Director of Surveying
dave@cwiassoc.com

Phone: 561-392-1991 | Fax: 561-750-1452

Office Headquarters: 7900 Glades Rd
Suite 100, Boca Raton, FL 33434

Mr. Dave Lindley, PLS, and Senior Vice President will serve as the team project manager and principal in charge of the proposed project. Mr. Lindley is the point of contact and will coordinate for timely and precise results. Mr. Lindley has been dedicated to providing Land Surveying Services in southeast Florida since 1985. His expertise spans a wide array of surveying disciplines, including Boundary Surveys, Geodetic Control Surveys, and Route and Location Surveys for both surface and subsurface mapping of existing utilities. He excels in creating design plan base maps, drafting sketch and legal descriptions for easements and parcel acquisition, conducting Accident Surveys, and performing Wetland Mapping, Stormwater Mapping, Topographic Surveys, Tree Surveys, and Platting.

Moreover, Mr. Lindley possesses extensive experience in Mapping and Computer Automated Drafting, enabling him to efficiently and accurately complete projects adhering to the high technical standards expected by our firm.

Jeffery Wagner, P.L.S.

Mr. Jeffery Wagner, PLS, brings an extensive career spanning over 38 years in South Florida, where he has been an instrumental figure at Caulfield & Wheeler, Inc. His role involves training and overseeing both field survey crews and office personnel.

Throughout his tenure, Mr. Wagner has served as a professional land surveyor, managing a diverse project portfolio. His responsibilities cover various aspects such as overseeing roadway construction, right-of-way monumentation,

boundary surveys, quantity surveys, and preparing sketches and legal descriptions for easements and land acquisition. His expertise extends further to conducting topographic surveys, tree surveys, route surveys involving utility locations, and geodetic control surveys.

Owen Riggs, P.S.M.

Mr. Riggs is a seasoned professional with over 21 years of extensive experience in surveying and mapping at Caulfield & Wheeler, Inc. His influential presence has significantly contributed to Palm Beach County's surveying landscape since 2002. Graduating with a Bachelor's in Civil Engineering from FAU in 2008, he obtained his Surveyor & Mapper license in 2013.

Currently serving as the Vice President and Survey Manager at CWI's Boca Raton office, Mr. Riggs plays a pivotal role in overseeing multiple field crews and CAD technician teams engaged in diverse projects. His expertise spans land surveying, construction layout, and providing professional surveying services for numerous impactful local and regional developments.

Among his notable project experiences are contributions to significant developments such as the Avenir Community Development District in Palm Beach Gardens, Coconut Cove in Fort Pierce, and Panther Lake Interconnect, showcasing his involvement in a variety of impactful projects within the region.



PROJECT MANAGERS



[Sabal Palm Park, Tamarac FL]

Ronnie Furniss, P.S.M.

Mr. Furniss brings over 39 years of expertise in Surveying and Mapping to Caulfield & Wheeler, Inc., joining in 2018. His extensive experience spans diverse projects across Florida, covering regions from Baker County in Northern Florida to the Florida Keys. Currently serving as the Survey Manager for the North Division, he has successfully overseen numerous projects, including managing the South Florida Water Management District surveying services contract and serving as the Reviewing Surveyor for multiple municipalities.

Proficient in various industry-leading software such as AutoCAD Civil 3D, CAiCE, FDOTs EFB, CEFB, Trimble GPS Software, Hypack Hydro\

graphic Software, and the complete suite of Microsoft Office programs, Mr. Furniss has effectively completed land surveying projects for both public entities and private developers, alongside construction contractors.

His vast expertise encompasses a wide range of surveying disciplines, including Geodetic Control Surveys, Route and Location Surveys for surface and subsurface mapping, Boundary Surveys, Hydrographic Surveys, Wetland Mapping, Stormwater Mapping, Topographic Surveys,

and Tree Surveys. Additionally, Mr. Furniss actively engages in professional associations like the Florida Surveying & Mapping Society (FSMS) Florida District 6 (Palm Beach County), the American Congress of Surveying and Mapping, and the National Society of Professional Surveyors, showcasing his dedication to the field and commitment to professional growth and standards.



[Ocean Place Estates, Highland Beach, FL]

Scott Pirtle, P.S.M.

Scott Pirtle boasts an impressive 40-year tenure in land surveying. For 35 years, he contributed significantly at CPC, Inc., and the last 5 years have been dedicated to Caulfield & Wheeler, Inc. Notably, Scott has led the production of over 10,000 residential surveys in Southern Florida. Holding the Florida Professional Surveyor and Mapper license #5630, he has played a crucial role, overseeing about 90% of all new home surveys in Parkland since 1994. Scott's contributions extend to key projects including Parkland Golf & CC, Heron Bay, Parkland Isles, Cascata, Mira Lago, Parkland Bay, among others. Additionally, he earned his Associate of Arts degree at Broward College.

Dave E. Rohal, P.S.M.

Mr. Rohal's dedication and expertise culminated in obtaining his Florida professional surveyor's license in 1986. Upon relocating to Broward County in the late 1970s, he transitioned to a pri-

vate engineering & surveying company. His multifaceted responsibilities included calculations, coordinating field crew assignments, hand-drafting surveys, developing sketches, and initiating legal descriptions.

For the past 5-plus years at Caulfield & Wheeler, Inc., Mr. Rohal has continued to leverage his extensive knowledge and experience in the Surveying & Mapping profession. Within the company, he actively engages in preparing plats, sketches, legal descriptions, abstract and title commitment reviews, and ensuring rigorous quality control.

His career spans roles as a field crew supervisor and platting manager, amassing diverse expertise in construction layout, boundary and topographic surveys, submerged land leases, plat preparation, and representation at city and county commission meetings. His capabilities extend to canal cross sections and volume calculations for the Army Corps of Engineers, route surveys for Florida Power and Light Co., and contributing to various municipal projects in cities like Ft. Lauderdale, Pompano Beach, Riviera Beach Community Development Agency, and Broward Count



Rhied White

Mr. Rhied White has been an integral Geospatial Manager at Caulfield & Wheeler, Inc. for over 10 years, contributing his expertise to numerous noteworthy projects. His substantial experience spans various impactful ventures such

as the East Boynton Beach Little League Park, FLL Sheltair Aviation Center Fuel Farm in Fort Lauderdale, and Mizner Trail at Boca Del Mar.

Having made significant contributions to the South Florida surveying landscape since 2005, Mr. White serves as a Geospatial Manager with a wide-ranging role. His responsibilities encompass boundary determination, drafting, and field location utilizing conventional surveying methods alongside static LiDAR scanning. His specialization covers a diverse array of surveys, including route surveys, construction layout, topographic surveys, hydrographic surveys, roadway layout, sectional surveys, ALTA/ACSM Land Title Surveys, control, as-built surveys, digital terrain models, and 3D point clouds.

Moreover, his adeptness with software tools such as AutoCAD and Cyclone further amplifies his capabilities, enriching his contributions in these surveying domains.

His experience spans various impactful ventures such as the East Boynton Beach Little League Park, FLL Sheltair Aviation Center Fuel Farm in Fort Lauderdale, and Mizner Trail at Boca Del Mar.

Michael A. Vermeal

Since 1995, Mr. Vermeal has been actively engaged in surveying activities across South Florida. His extensive experience encompasses overseeing a multitude of survey types, including route surveys, boundary delineation, construction layout, topographic mapping, hydrographic surveys, roadway and highway layout (covering elements like super elevations, spirals, and bridges), sectional surveys with detailed section breakdowns, special purpose location surveys, ALTA/ACSM Land Title Surveys, control surveys, and as-built surveys. His project responsibilities extend to tasks such as retrieving existing monumentation, positioning aerial targets, identifying current property enhancements, and supervising survey crews throughout these operations

ORGANIZATIONAL CHART



Principal in Charge

**John F. Wheeler., P.E.
President**

Engineering Director

**Ryan D. Wheeler. P.E.
LEED AP**

Project Engineer

Timothy Foster, LEED AP

Professional Engineer

R. Hayes Templeton, P.E

Professional Engineer

Mathew Kahn, P.E

Professional Engineer

William Roberts, P.E.

CEI Project Manager

Charles Gard

Director of Surveying

**David P. Lindley., P.L.S.
Sr. Vice President**

Professional Surveyor

Jeffrey R. Wagner, P.L.S.

Professional Surveyor

Owen Riggs, P.S.M.

Professional Surveyor

Ronnie Furniss, P.S.M

Professional Surveyor

Scott Pirtle, P.S.M

Professional Surveyor

Dave Rohal, P.S.M

Geospatial MGR

Rhied White

**Director of
UAS Operations**

Andrew L. Beckwith

**Director of Landscape
Architecture**

G. Allan Hendricks, R.L.A.

KEY PERSONNEL AVAILABILITY

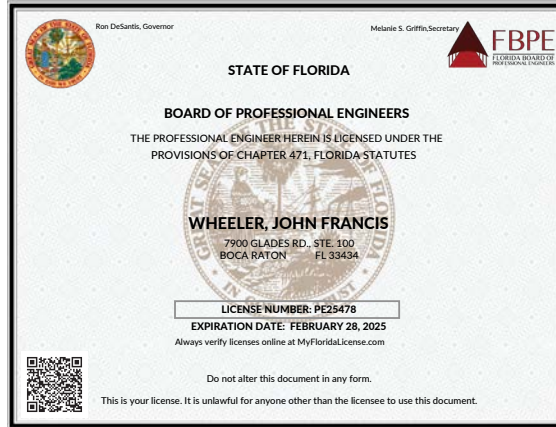


TEAM MEMBER	ROLE	PERCENTAGE AVAILABLE
JOHN F. WHEELER, P.E.	PRINCIPAL IN CHARGE	85%
RYAN D. WHEELER, P.E.	ENGINEERING DIRECTOR	85%
TIMOTHY FOSTER, LEED AP	PROJECT ENGINEER & LEED AP	85%
R. HAYES TEMPLETON, P.E	CIVIL ENGINEER	85%
MATHEW KAHN, P.E	CIVIL ENGINEER	85%
WILLIAM ROBERTS, P.E	CIVIL ENGINEER	85%
CHARLES GARD	CONSTRUCTION INSPECTOR	85%
DAVID P. LINDLEY, P.L.S.	PROFESSIONAL SURVEYOR & MAPPER	85%
JEFFREY R. WAGNER, P.L.S.,CFM	PROFESSIONAL LAND SURVEYOR, CFM	85%
RONNIE FURNISS, P.S.M.	PROFESSIONAL SURVEYOR & MAPPER	85%
SCOTT PIRTLE, P.S.M.	PROFESSIONAL SURVEYOR & MAPPER	85%
DAVE ROHAL, P.S.M.	PROFESSIONAL SURVEYOR & MAPPER	85%
OWEN RIGGS, P.S.M.	PROFESSIONAL SURVEYOR & MAPPER	85%
RAYMOND D.DOWLING	SURVEY PROJECT MANAGER	85%
EDWARD J.JONES II, CST IV	SURVEY PROJECT MANAGER	85%
RHIED WHITE	GEOSPATIAL MANAGER	85%
STEPHEN R. ALEXANDRICH	SURVEY PROJECT MANAGER	85%
TOM A. PANCOAST	GIS SPECIALIST & CAD TECHNICIAN	85%
ANDREW L. BECKWITH	DIRECTOR OF UAS OPERATIONS	85%

PROFESSIONAL LICENSES

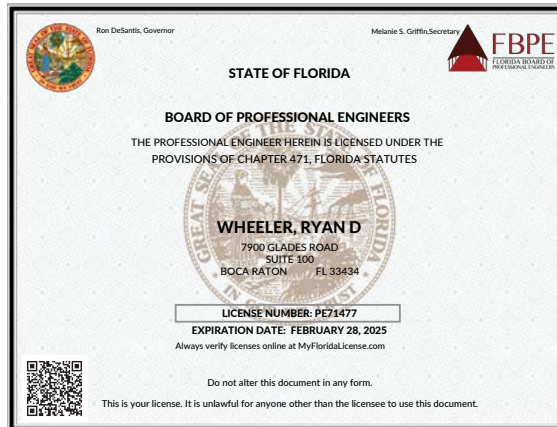
CWI
PERSONNEL
LICENSE

JOHN F. WHEELER,
P.E.



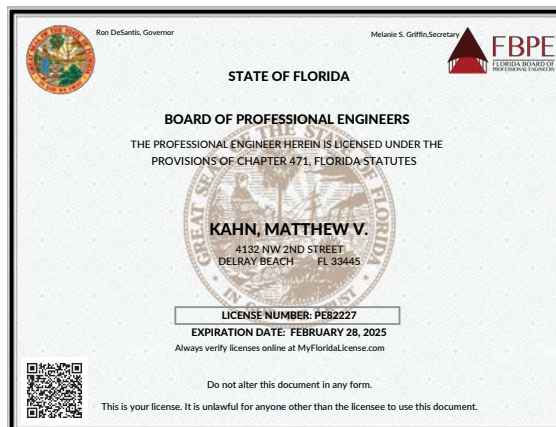
CWI
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LICENSE

RYAN D WHEELER, P.E.



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PERSONNEL
LICENSE

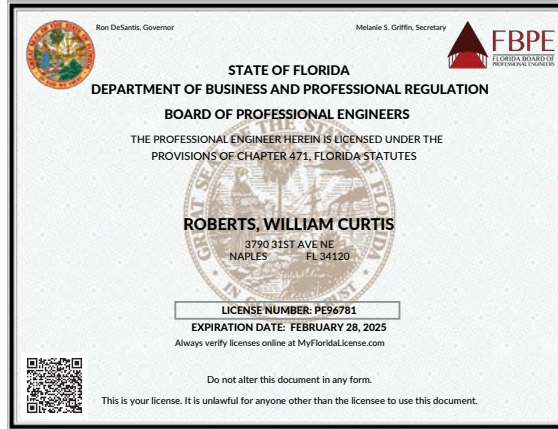
MATTHEW KAHN, P.E.



PROFESSIONAL LICENSES

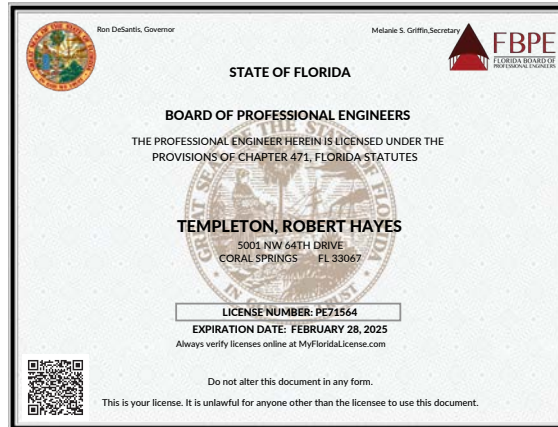
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WILLIAM C. ROBERTS,
P.E.



CWI
PERSONNEL
LICENSE

HAYES TEMPLETON,
P.E.



CWI
PERSONNEL
LICENSE

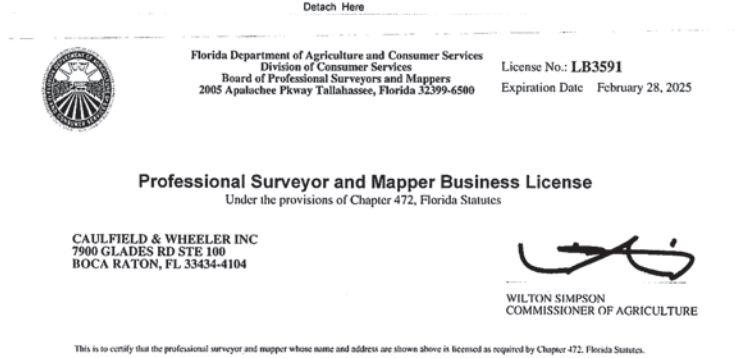
RYAN D WHEELER,
LEED P.E.



PROFESSIONAL LICENSES

CWI
BUSINESS LICENSE
SURVEYING

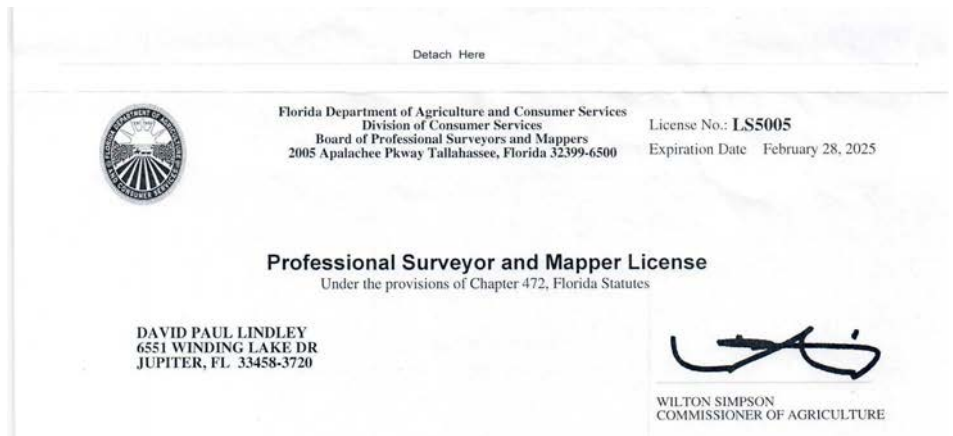
 **CAULFIELD & WHEELER INC.**



CWI
PERSONNEL
LICENSE

DAVID P. LINDLEY,
P.L.S.

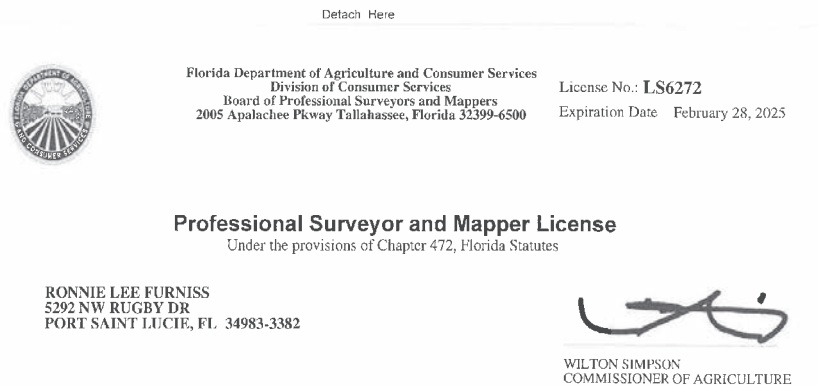
 **CAULFIELD & WHEELER INC.**



CWI
PERSONNEL
LICENSE

RONNIE FURNISS
P.S.M.

 **CAULFIELD & WHEELER INC.**



PROFESSIONAL LICENSES

CWI
PERSONNEL
LICENSE

OWEN RIGGS
P.S.M.



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

License No.: **LS6967**
Expiration Date February 28, 2025

Professional Surveyor and Mapper License

Under the provisions of Chapter 472, Florida Statutes

OWEN M RIGGS
6773 BOCA PINES TRL APT A
BOCA RATON, FL 33433-7717



WILTON SIMPSON
COMMISSIONER OF AGRICULTURE

CWI
PERSONNEL
LICENSE

JEFFREY WAGNER
P.S.M.



Detach Here



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

License No.: **LS5302**
Expiration Date February 28, 2025

Professional Surveyor and Mapper License

Under the provisions of Chapter 472, Florida Statutes

JEFFREY REES WAGNER
7900 GLADES RD STE 100
BOCA RATON, FL 33434-4104



WILTON SIMPSON
COMMISSIONER OF AGRICULTURE

CWI
PERSONNEL
LICENSE

SCOTT PIRTLE
P.S.M.



Detach Here



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

License No.: **LS5630**
Expiration Date February 28, 2025

Professional Surveyor and Mapper License

Under the provisions of Chapter 472, Florida Statutes

SCOTT MICHAEL PIRTLE
5398 NW 117TH AVE
CORAL SPRINGS, FL 33076-3214



WILTON SIMPSON
COMMISSIONER OF AGRICULTURE

PROFESSIONAL LICENSES

CWI
PERSONNEL
LICENSE

DAVE ROHAL
P.S.M.



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

License No.: **LS4315**
Expiration Date February 28, 2025

Professional Surveyor and Mapper License

Under the provisions of Chapter 472, Florida Statutes

DAVID E ROHAL
6561 FERN ST
MARGATE, FL 33063

Nicole Fried

NICOLE "NIKKI" FRIED
COMMISSIONER OF AGRICULTURE

CWI
PERSONNEL
LICENSE

ANDREW BECKWITH



John F. Wheeler, P.E.

PRESIDENT

Mr. Wheeler has been providing civil engineering services on projects throughout Florida since 1974. In 1982 Mr. Wheeler co-founded Caulfield & Wheeler, Inc. to provide clients with the highest quality technical and professional service that meets their budget and time constraints. He has established an excellent record for successfully completing engineering projects for numerous public entities as well as private developers. Scope of Civil Engineering services range from feasibility studies, conceptual designs and layouts, engineering computations, preparation of detailed construction plans and specifications, cost estimating, and construction monitoring and certifications. Mr. Wheeler has more than 40 years of Civil Engineering experience with expertise in preparation of Water Distribution, Sanitary Sewer, Stormwater Management and Paving Systems for numerous projects in Southeast Florida.



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Email: john@cwiasoc.com

PROFESSIONAL & COMMUNITY INVOLVEMENT:

Mr. Wheeler is active in several state and local societies and programs representing the Civil Engineering profession:

- American Water Works Association
Life Member
- Water Pollution Control Federation
Member Since 1979
- National Society of Professional Engineers,
Member Since 1979
- Florida Engineering Society
Member Since 1979

PROFESSIONAL AFFILIATIONS:

- *American Water Works Association*
- *Water Pollution Control Federation*
- *National Society of Professional Engineers*
- *Florida Engineering Society*

ROLE

PRINCIPAL IN CHARGE

YEARS OF EXPERIENCE

44

EDUCATION

Bachelor of Science
in Civil Engineering
University of Tennessee - 1974

PROFESSIONAL REGISTRATION

Professional Engineer
#25478 - State of Florida 1979

Ryan D. Wheeler, P.E., LEED

VICE PRESIDENT

Mr. Wheeler graduated from Florida Atlantic University's College of Engineering and Computer Science in May 2006, earning a Bachelor's degree in Civil Engineering. He is a licensed Professional Engineer in Florida and holds certification as a LEED® Accredited Professional from the United States Green Building Council (USGBC). Since May 2003, Mr. Wheeler has been a part of Caulfield & Wheeler, Inc., contributing to diverse projects encompassing single-family homes, multi-family housing, and various commercial and mixed-use developments. His services span from engineering design, calculations, and permitting to project finalization, collaborating with multiple permitting agencies



PROJECT EXPERIENCE:

Seminole Improvement District (City of Westlake) Engineer of Record District Engineer for the Seminole Improvement District aka the City of Westlake. Developer Minto plans to construct 4,546 residential units and 2.2 million square feet of commercial on the property that was formerly known as Callery-Judge Groves and known today as Westlake, which comprises almost six-square miles of land or 4,500 acres. CWI provides a complete spectrum of Engineering Design, Inspection, & Permitting services for the district and developments including plat review, plan review, permit submission, permit review, utility coordination, site visits and meetings with various agencies and utility providers.

Boynton Beach Historic Jones Cottage Relocation: A relocation of a historic cottage building, City of Boynton Beach. Engineering plan design and permit processing to include surface water management, water distribution, and wastewater collection transmission systems.

Deerfield Beach International Fishing Pier: A 0.75 acre renovation, City of Deerfield Beach. Engineering plan design and permit processing and LEED® documentation for a major renovation to the existing City Pier site. Process included modifying and obtaining new permits to include surface water management, water distribution, and wastewater collection/transmission system with lift station.

PROFESSIONAL & COMMUNITY INVOLVEMENT:

City of Boynton Beach Planning and Development Board, Vice Chair
Currently serves as Vice Chair for the City's Planning and Development Board.

City of Boynton Beach Community Alliance: Served on the land use, landscaping, and irrigations sub team to help promote sustainable construction projects within the City.

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ROLE

PROFESSIONAL ENGINEER

YEARS OF EXPERIENCE

20

EDUCATION

Bachelor of Science in Civil Engineering
Florida Atlantic University, 2006

PROFESSIONAL REGISTRATION

Licensed Professional Engineer
- State of Florida 2010

LEED® Accredited Professional, United States
Green Building Council – USGBC, 2008

PROFESSIONAL AFFILIATIONS

Chair, Department Advisory
Board, FAU Department of Civil,
Environmental, and Geomatics Engineering

Timothy Foster, LEED, AP

PROJECT ENGINEER & LEED, AP

Tim Foster has more than 19 years of experience providing civil engineering services in both a private consulting and public regulatory capacity. He has experience in a variety of land development engineering projects including large scale residential, commercial, and mixed-use. His typical involvement in a project begins in the planning and conceptual design stage and continues until the project is completely certified and released. Tim provides excellent client service and excels in multiple basin drainage design, wetland hydrological modeling, and hydraulic analysis. He earned his Bachelors Degree in Electrical Engineering from the University of Florida, and Masters of Science in Electrical Engineering from the Florida Institute of Technology.

PROJECT EXPERIENCE

Arbor Parc aka Mediterranea CDD, Riviera Beach, FL

Project Engineer & LEED AP. fCaulfield & Wheeler Inc. (CWI) is the district engineer for Arbor Parc and the Mediterranea Community Development District (CDD), which is responsible for the Water, Wastewater and Stormwater Systems for the entire 69 acre, 598 Unit Development in Riviera Beach, FL. Fee: \$625,000

Bella Serra aka Crestwood, Royal Palm Beach, FL

Project Engineer & LEED AP. provided all Civil Engineering, Land Surveying, Mapping, Platting, & Construction Engineering Inspection services since 2015. Caulfield & Wheeler, Inc.'s Engineering Division was responsible for paving and grading plans, site geometric plans, sales center plans, off-site turn lane plans, temporary access road connection plans, soils testing coordination, cost estimates, construction specifications, and agency permitting. Fee: \$1,027,000.

Cascata at MiraLago at Parkland, Parkland, FL

Project Engineer & LEED AP. review the existing Surveys and Title Work on the 284-acre parcel formerly known as the Triple H Ranch. CWI provided Site Geometry Plans, Soils Testing Coordination, Paving, Grading, and Drainage Plans, Design plans, Sales Center Plans, Water Distribution Plans, Sanitary Sewer Plans, Pollution Prevention Plans

Lynn Cancer Institute at Boca Raton Regional Hospital Boca Raton, FL

Project Engineer & LEED AP. for a Three-story Cancer Center located on a four-acre site in Boca Raton, FL. Civil Engineering, Surveying, Planning and Landscape Architecture services were all provided for the state of the art Lynn Cancer Center. Caulfield & Wheeler has provided pre-construction design surveys for this local institution for the past few decades. Fee: \$142,000

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ROLE

PROJECT ENGINEER & LEED, AP

YEARS OF EXPERIENCE

18.8

EDUCATION

Masters of Science/Electrical Engineering
Florida Institute of Technology - 2010
Bachelors of Science/Electrical Engineering
University of Florida - 2003

PROFESSIONAL REGISTRATION

Florida/LEED AP
BD&C- 2016

Robert Hayes Templeton, P.E.

PROFESSIONAL ENGINEER

Mr Hayes Templeton has a consistent history of success in civil and highway engineering, and land development management with a special expertise in concept development, permitting, technical proposal development, staff-hour estimations, project management, and design for projects ranging from small rural drainage improvements to highway and airport development projects as large as \$1B+. He is also experienced in preparing bid packages, schedules, and budgets, as well as managing construction, coordinating utility installation, and acquiring development approvals and permits, and also excels at training junior engineers and coordinating project teams with superior technical, problem solving, and analysis skills. Mr. Templeton has additional experience teaching at the university level. Mr. Templeton has professional strengths that include Roadway Design, Drainage Design, Spread Analysis, Nutrient Loading Analysis, Hydraulic/Hydrologic Analysis Modeling, Traffic Control Design, Dewatering Design & Permitting, Project Scheduling, Construction Management Development Approval and Environmental Permit Acquisition, Technical Writing, Public Speaking, & Budgeting. Certified Floodplain Manager-inactive

PROJECT EXPERIENCE

Alton by Kolter Homes Palm Beach Gardens, FL

Civil Engineer for the 684 Acre, 1,400 Unit, Mixed Use Development. CWI worked closely with the Northern Palm Beach County Improvement District (NPBCID) as one of its units of Development. Fee: \$1,000,000+

ArborParcakaMediterraneaCDD - RivieraBeach,FL

Civil Engineer for Arbor Parc and the Mediterranea Community Development District (CDD), which is responsible for the Water, Wastewater and Stormwater Systems for the entire 69 acre, 598 Unit Development in Riviera Beach, FL. Fee: \$625,000+

Avalon Trails - Delray Beach,FL

Civil Engineer for the 107-acre residential development located on the former Marina Lakes golf course, with development costs exceeding \$15 million. CWI is responsible for the civil engineering plans preparation, bidding assistance, and construction inspection. Fee: \$584,000

Seminole Improvement District CDD -Westlake, FL

Civil Engineer for the Seminole Improvement District aka the City of Westlake. CWI provides a complete spectrum of Engineering Design, Inspection, & Permitting services for the district and developments including Landscape Architecture. Fee: \$20,000ion. Fee: \$584,000

VillaMar At Toscana Isles Lake Worth, FL

Civil Engineer for Villamar at Toscana Isles is an upscale single family home community Caulfield & Wheeler, Inc was contracted to provide Civil Engineering design, Land Surveying, Landscape Architecture, Permitting, and Construction Engineering Inspection for the 208-unit Master Planned Development. Fee: \$375,000

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ROLE

PROFESSIONAL ENGINEER

YEARS OF EXPERIENCE

17.1

EDUCATION

Bachelor of Science Civil Engineering
Florida Atlantic University - 2006
Masters of Science Civil Engineering
Florida Atlantic University - 02007
Continuing Education Seminars
in Civil Engineering -2010-present

PROFESSIONAL REGISTRATION

Professional Engineer
PE71564
State of Florida - 2017

Matthew V. Kahn, P.E.

CIVIL ENGINEER

Mr. Kahn graduated from Drexel University, College of Engineering in June 2011 where he earned a Bachelors degree in Civil Engineering. He is a licensed Professional Engineer in the State of Florida. Mr. Kahn has been with Caulfield & Wheeler, Inc. since January of 2017. He has been involved with various projects ranging in size from single-family residential to multi-family residential projects as well as mixed use, commercial and institutional projects. His scope of services range from the management, design and calculations involved with civil engineering consulting to the permitting and finalization aspects of the projects under his charge with the various civil related permitting agencies.



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PROJECT QUALIFICATIONS

Avenir Palm Beach Gardens - CDD - Palm Beach Gardens, FL - ONGOING

Civil Engineer. Provided Boundary and ALTA survey of a 4,763 acre parcel of land for platting and future land development. A portion of the land to be dedicated as conservation tracts which required sketch of descriptions for conveyance to South Florida Water Management District, along with additional right-of-way... Also prepared POD Plats, defined parcels, tracts, right-of-ways and easements. Fee: \$1,020,000+

Community Caring Center of Palm Beach County Boynton Beach, FL - ONGOING

Civil Engineer Caulfield & Wheeler Inc. is working with the CRA, Boynton Beach, the CCC of PBC to build a new center in the 400 BLK of NW 9th Avenue. Caulfield & Wheeler is leading the team to provide Civil Engineering, Land Surveying, CEI, and Landscape Architecture services, working with stakeholders, and project Architect Asante Design Group. Fee: \$32,250

Palm Beach Plantation CDD, Royal Palm Beach, FL - ONGOING

Civil Engineer for the Palm Beach Plantation Community Development District. The District is a 250 Acre, development. Additional services provided were the planning, creation, and monitoring of the Community Development District for the project. Fee: \$745,000; solution was prepared allowing for further development of the adjacent commercial parcel. Fee: \$39,000

ROLE

PROFESSIONAL ENGINEER

YEARS OF EXPERIENCE

7.6

EDUCATION

Bachelor of Science Civil Engineering/Drexel University/2011

PROFESSIONAL REGISTRATION

Licensed Professional Engineer
- State of Florida 2016
License #82227

William Roberts, P.E.
PROFESSIONAL ENGINEER

Mr. Roberts has been working in the field of civil engineering since 2004. He began as a drafting technician and quickly progressed to learning design for land development projects. He recently celebrated his 10th anniversary working at Caulfield & Wheeler, Inc. He is currently a licensed professional engineer who handles all aspects of land development design and permitting for residential and commercial projects.

PROJECT EXPERIENCE***Coconut Cove, Fort Pierce, FL***

Engineering Design for The Coconut Cove development by Lennar Homes, LLC located in St. Lucie County, contracted to provide Engineering Design Services for the residential development including Site Geometry Plan, Soils Testing Coordination, Paving & Grading Plans, Water Distribution Plans, Sanitary Sewer Plans, Pollution Prevention Plan, Off-Site Turn Lane Plan, Off-Site Utility Connection Plans, Cost Estimates/Specifications.

Cascata at MiraLago at Parkland, Parkland, FL;

Engineering - CADD Draftsman to review the existing Surveys and Title Work on the 284-acre parcel formerly known as the Triple H Ranch. CWI provided Site Geometry Plans, Soils Testing Coordination, Paving, Grading, and Drainage Plans, Design plans, Sales Center Plans, Water Distribution Plans, Sanitary Sewer Plans, Pollution Prevention Plans, Cost Estimates and Construction Specifications, Permitting, Control Structure Design, FEMA Final Letter of Map Revision (LOMR-F).

Tradition WG 6B (Western Grove 6B) Port St. Lucie, FL

Engineering Design for Tradition located in Port St. Lucie for Boundary Survey for Plat., including Plat calculations and research, Plat Preparation, Title Search Report, Title Certificate & Permanent Control Points. In addition, Engineering Services were provided for the Permitting Phase as well as Engineering Services for Composite Utility, Estimates, Bond Acquisition's and requests for information in Preparation of a composite utility plans to check for conflicts between Potable Water, Wastewater, Storm Sewer, Landscaping, Irrigation, FPL, Cable, Internet, and Amenities

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ROLE

PROFESSIONAL ENGINEER

YEARS OF EXPERIENCE

19

EDUCATION

Graduated Magna Cum Laude in May 2020
Florida Gulf Coast University
U.A. Whitaker College of Engineering
Bachelor of Science in Civil Engineering

PROFESSIONAL REGISTRATION

Professional Engineer
96781
State of Florida

Mr. Lindley joined Caulfield & Wheeler, Inc. in 1985, leading the Land Surveying Services across southeast Florida. As the Director of the Land Surveying Department, he oversees the Computer Automated Drafting Department, ensuring top-notch survey equipment, hardware, and software. With 40 years of expertise, his skills span various surveying disciplines like Geodetic Control, Route and Location Surveys, Boundary Surveys, Accident Surveys, Wetland and Stormwater Mapping, Topographic Surveys, Tree Surveys, and Platting. His extensive Mapping & Computer Automated Drafting experience ensures precise and efficient project completion to meet the firm's high technical standards for both public and private projects.



PROFESSIONAL & COMMUNITY INVOLVEMENT:

Mr. Lindley is active in several state and local societies and programs representing the Land Surveying profession:

Florida Surveying & Mapping Society (*FSMS*):

- Florida District 6 Member (*Palm Beach County*)
- Florida Surveying Technician's Education Training Program Advisory Board (*FL Training Services 2005-2008*)
- Broward County Chapter Member

Town of Jupiter: As a resident of the Town of Jupiter, Mr. Lindley has served as a Board Member for the Youth Competitive Volleyball Program (2006-2012).

Shores of Jupiter HOA: Mr. Lindley has served as President of the Board and is responsible for the site related issues within the community (2011-present).

ADDITIONAL MEMBERSHIPS:

- *Greater Deerfield Beach Chamber of Commerce*
- *American Congress on Surveying & Mapping*
- *National Society of Professional Surveyors*

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ROLE

PRINCIPAL IN CHARGE

YEARS OF EXPERIENCE

40

EDUCATION

Associate of Science
Land Surveying
Palm Beach Community College
1990
United States Army Surveyor
1982-1985

PROFESSIONAL REGISTRATION

Professional Surveyor & Mapper
#5005 - State of Florida 1999

Professional Surveyor & Mapper
#4795 - State of North Carolina, 2009

Jeffrey R. Wagner, P.L.S

PROFESSIONAL LAND SURVEYOR &
VICE PRESIDENT

Mr. Wagner has been surveying in South Florida and has been employed with Caulfield & Wheeler, Inc. since 1985. Mr. Wagner is responsible for the training and direction of the field survey crews and office personnel. Mr. Wagner started out as an instrument man with our Company. He then became a crew chief and started directing a field crew. After directing a field crew for many years doing boundary surveys, condominium surveys, control surveys, mean high water line surveys, route surveys, roadway work, he became licensed and began preparing work for other survey crews. Mr. Wagner has directed survey crews in numerous survey projects. Project responsibilities include roadway construction, right-of-way monumentation, boundary surveys, quantity surveys, preparation of sketches and legal descriptions for easements, land acquisition, topographic surveys, tree surveys, geodetic control surveys, Mean High Water Line surveys, and preparation of FEMA Letter of Map Revisions.

PROJECT QUALIFICATIONS

Member of and Past President (2006-2007) of the Palm Beach Chapter of the Florida Surveying & Mapping Society.

Member, Past Secretary (2005-2007), Past President (2009) and Past Vice President (2010) of the Gold Coast Land Surveyor's Council.

Member of the National Society of Professional Surveyors.

Member of the Alabama Society of Professional Land Surveyors.

Member of the Tennessee Association of Professional Surveyors.

Member of the North Carolina Society of Surveyors.

Member of the Kentucky Society of Professional Surveyors.

Member of the Florida Floodplain Manager's Association.

Member of the Association of State Floodplain Managers.

Member of the American Legion Post 277 and the Veterans of Foreign Wars Post 4141.

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ROLE

PROFESSIONAL LAND SURVEYOR

YEARS OF EXPERIENCE

38.1

EDUCATION

Field Artillery Surveyor/Active Duty: 1982-1985 - U.S. Army 1982

Field Artillery Surveyor/Reserve: 1986-1994 - U.S. Army 1986

PROFESSIONAL REGISTRATION

Professional Surveyor & Mapper

#5005 - State of Florida 1999

Professional Surveyor & Mapper

#5302 - State of Florida 1994

Professional Surveyor

#2590 - State of Tennessee 2007

Professional Surveyor

#4911 - State of N Carolina 2010

Professional Surveyor

#4069 - State of Kentucky 2013

Certified Floodplain Manager

#US-15-08367 - 2015

Mr. Riggs, active in Palm Beach County's surveying since 2002, holds a Bachelor's in Civil Engineering from FAU (2008) and has been a licensed Surveyor & Mapper since 2013. At CWI's Boca Raton office, he serves as Vice President and Survey Manager, supervising field crews and CAD teams across diverse projects. His expertise spans land surveying, construction layout, and professional surveying on impactful local and regional developments.

Joining Caulfield & Wheeler, Inc. in 2000 after the Air Force, Mr. Riggs swiftly rose from Field Instrument Rod-Man to Party Chief in under a year. While leading crews, he earned his Bachelor's in Civil Engineering from Florida Atlantic University. Within CWI, Mr. Riggs adeptly coordinates the Survey Department's comprehensive services, tailoring them to meet clients' specific needs. Managing up to ten projects simultaneously, his responsibilities cover all survey aspects from design surveys to final close-out packages. Proficient in AutoCAD, Mr. Riggs handles drafting for calculations and As-builts on these projects.



PROFESSIONAL & COMMUNITY INVOLVEMENT:

Mr. Riggs is active in several state and local societies and programs representing the Land Surveying and Engineering profession.

Florida Surveying & Mapping Society:

- *Member of American Society of Civil Engineers
– 2003 to present*
- *Member Florida Survey and Mapping Society
– 2002 to present*
- *Member of the United States Green Building
Council.*

ADDITIONAL AFFILIATIONS:

Volunteer with "Friends of Morikami" – A green initiative with the Palm Beach County School District to help with awareness and implementation of Green Design & Environmental projects.

Phone: 561-392-1991
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Email: owen@cwiasoc.com

ROLE

PROFESSIONAL SURVEYOR & MAPPER

YEARS OF EXPERIENCE

20

EDUCATION

Bachelor of Science in
Civil Engineering – Florida
Atlantic University, 2008

PROFESSIONAL REGISTRATION

Professional Surveyor & Mapper
#6967 - State of Florida 2013

LEED® Accredited Professional, United States
Green Building Council – USGBC, 2008

PROFESSIONAL AFFILIATIONS

Florida Surveying & Mapping Society

Ronnie L. Furniss, P.S.M.

PROFESSIONAL SURVEYOR & MAPPER

Mr. Furniss has over 39 years of experience in Surveying and Mapping and joined Caulfield & Wheeler, Inc. in 2018. He and been providing land surveying services on projects throughout Florida from Baker County in Northern Florida to the Florida Keys. Mr. Furniss currently the Survey Manager for the North Division of Caulfield & Wheeler, Inc. Mr. Furniss has managed a multitude of projects including being the project manager for South Florida Water Management District surveying services contract, as well as the Reviewing Surveyor for multiple municipalities. Mr. Furniss is also very proficient in the use of AutoCAD Civil 3D, CAICE, FDOTs EFB, CEFB, Trimble GPS Software, Hypack Hydrographic Software and the complete suite of Microsoft Office programs. He has successfully completing land surveying projects for numerous public entities as well as private developers and construction contractors. Mr. Furniss has over 39 years of expertise in many surveying disciplines that include Geodetic Control Surveys, Route and Location Surveys for surface and subsurface mapping of existing utilities for design plan base maps, sketch and legal descriptions for easements and parcel acquisition, Boundary Surveys, Hydrographic Surveys, Wetland Mapping, Stormwater Mapping, Topographic Surveys, Tree Surveys. Mr. Furniss is a member of the Florida Surveying & Mapping Society (FSMS) Florida District 6 (Palm Beach County), the American Congress of Surveying and Mapping, and the National Society of Professional Surveyors.

PROJECT QUALIFICATIONS

Avenir CDD, Palm Beach Gardens, FL - Ongoing

Professional Surveyor & Mapper in charge of Boundary and ALTA Survey of a 4,76 CRE parcel of land for Platting and future land development. A portion of the land to be dedicated as conservation tracts which required sketch of descriptions for conveyance to South Florida Water Management District, along with additional right-of-way to be dedicated to Palm Beach County for Northlake Boulevard. Fee \$75,000.00

Avenir CDD, Palm Beach Gardens, FL - Ongoing

Professional Surveyor & Mapper in charge of preparing the Boundary plat. Prepare plat, defined parcels, tracts, right-of-ways and easements. Worked with site planner, project engineer and the city to develop strategies for future land use. Draft plat and compose dedications and reservations. Supervision of recorded final plat with the county. Fee \$80,000.00

Avenir CDD, Palm Beach Gardens, FL - Ongoing

Professional Surveyor & Mapper in charge of preparing POD Plats, defined parcels, tracts, right-of-ways and easements. Worked with site planner, project engineer and the city to define lots, open spaces, parks, lake tracts and easements. Draft plat and compose dedications and reservations. Fee \$20,000.00 average per plat.

Avenir CDD, Palm Beach Gardens, FL - Ongoing

Professional Surveyor & Mapper in charge of Boundary, Topographic and ALTA Surveys for various parcel of land for Platting and future land development within the 4,763 acres. Sketch of Descriptions for various easements, parcels and conveyances. Fees Depending on the size of scope of each parcel.

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ROLE

PROFESSIONAL SURVEYOR & MAPPER

YEARS OF EXPERIENCE

39

EDUCATION

FDOT, EFB, CEFB
Autodesk Civil 3D Course
Broward Community College - 2019

PROFESSIONAL REGISTRATION

Professional Surveyor & Mapper
#6272 - State of Florida 2001

Scott Pirtle, P.S.M.

PROFESSIONAL SURVEYOR & MAPPER

Mr. Scott Pirtle has 40 years of land surveying experience. He spent 35 years with CPC, Inc., and the last 5 years with CWI, Inc. Scott has produced at least 10,000+ residential surveys in Southern Florida. Scott is Florida Professional Surveyor and Mapper #5630. Scott has been responsible for approximately 90% of all new home survey in Parkland since 1994, including the following projects: Parkland Golf & CC, Heron Bay, Parkland Isles, Cascata, Mira Lago, Parkland bay, etc. Scott has earned his Assoc. of Arts at Broward College

In addition Mr. Pirtle has performed numerous residential surveys in South Florida from Homestead to Wellington.

PROJECT QUALIFICATIONS***Akai Estates - AIA - Deerfield, FL***

Professional Surveyor & Mapper provided professional surveying and mapping services for AKAI Estates, an approximately 44-acre luxury community located in Western Broward County in Southwest Ranches. The development will have 16 residences ranging from 7,000 to 15,000 square feet each on 2 acre lots. Fee: \$138,475.

Cambria Parc - Boynton Beach, FL

Professional Surveyor & Mapper providing planning, civil engineering design, surveying, and landscape architecture services for the property, which is approximately 40 acres, zoned for 256 townhomes, of which 34 units are Workforce Housing. Services provided included proposed water distribution, sanitary sewer systems, storm drainage systems, and finished paving grades due diligence, boundary surveys of the new plat limits, plat calculations, research and preparation, & plat processing. Fee: \$547,000

Cascata at MiraLago at Parkland - Parkland, FL

Professional Surveyor & Mapper review the existing Surveys and Title Work on the 284-acre parcel formerly known as the Triple H Ranch. CWI provided Site Geometry Plans, Soils Testing Coordination, Paving, Grading, and Drainage Plans, Design plans, Sales Center Plans, Water Distribution Plans, Sanitary Sewer Plans, Pollution Prevention Plans, Cost Estimates and Construction Specifications, Permitting, Control Structure Design, FEMA Final Letter of Map Revision (LOMR-F). Fee: \$1,024,000

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ROLE

PROFESSIONAL SURVEYOR & MAPPER

YEARS OF EXPERIENCE

40.5

EDUCATION

Associate of Art - 1984-1987

Broward College

Survey Courses - 1991-1994

Palm Beach College

PROFESSIONAL REGISTRATION

Professional Surveyor & Mapper
#5630 - State of Florida 1996

Dave E. Rohal, P.S.M

PROFESSIONAL SURVEYOR & MAPPER

Mr. Rohal started his surveying career in 1975 with the Miami-Dade County Parks and Recreation Department as a rear chainman. Within 2 years Mr. Rohal advanced himself to crew chief through the County's required civil service exams for promotions. He secured an office position with a private engineering / surveying company upon moving to Broward County in the late 1970s where he prepared calculations and gathered information for the field crew's daily assignments, hand drafted surveys and sketches, and began writing legal descriptions. He obtained his Florida professional surveyor's license in 1986.

Mr. Rohal has worked primarily in the South Florida area as a field crew supervisor and platting manager with experience in construction layout, boundary and topographic surveys, submerged land leases, plat preparation, plat representation at city and county commission meetings, canal cross sections and volume calculations for the Army Corps of Engineers, route surveys for Florida Power and Light Co., and various municipal projects for the cities of Ft. Lauderdale, Pompano Beach, Riviera Beach Community Development Agency and Broward County. Since joining Caulfield & Wheeler, he has been preparing plats, sketches and legal descriptions, abstract and title commitment review and quality control.

PROJECT QUALIFICATIONS

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Jupiter Inlet Lighthouse, Jupiter, FL - 2023

Professional Surveyor & Mapper for Caulfield & Wheeler Inc. (CWI) was contacted by the Loxahatchee River District for the Septic to Sewer conversion for the Jupiter Inlet Lighthouse in Jupiter Florida. Mr. Rohal played an instrumental part in the surveying of this project for FPL Utilities water and sewer easements
Fee: \$37,400

ROLE

PROFESSIONAL SURVEYOR & MAPPER

YEARS OF EXPERIENCE

48

EDUCATION

Associate of Arts
University of Florida - 1973

PROFESSIONAL REGISTRATION

Professional Surveyor & Mapper
#4315 - State of Florida 1896

East Boynton Beach Little League Park, Boynton Beach, FL - 2023

Professional Surveyor & Mapper for Caulfield & Wheeler Inc. (CWI) Under a continuing service contact with the city of Boynton Beach, CWI was tasked with providing a boundary, topographic and tree survey of an approximately 12-acre parcel near the intersection of Woolbright Rd and I-95 to further the development of a private athletic training facility. CWI utilized terrestrial and aerial LiDAR to acquire topographic data, and traditional GPS surveying for the boundary and tree surveys. Aerial photogrammetry was used to produce a geo-referenced orthomosaic.

Fee: \$14,840

Thomas A. Pancoast

GIS SPECIALIST & CAD TECHNICIAN

Mr. Pancoast well established in the surveying field with knowledge on many aspects of surveying and geomatics. He has a degree is in geography which was received from FAU in 2003. He has worked on a variety of projects, including residential, commercial and numerous infrastructure projects. Mr. Pancoast takes great pride in being instrumental in helping to add value to society through his vast knowledge and experience in surveying and geomatics.

PROJECT QUALIFICATIONS

Avenir Community Development District Palm Beach Gardens, FL - ONGOING

GIS Specialist & CAD Technician in charge of boundary and ALTA survey of a 4,763 acre parcel of land for platting and future land development. A portion of the land to be dedicated as conservation tracts which required sketch of descriptions for conveyance to South Florida Water Management District, along with additional right-of-way to be dedicated to Palm Beach County for Northlake Boulevard. Also prepared POD Plats, defined parcels, tracts, right-of-ways and easements.

Fee: \$1,020,000+

Deerfield Beach International Fishing Pier Renovation Deerfield Beach, FL - 2012

GIS Specialist & CAD Technician Caulfield & Wheeler, Inc. provided Civil Engineering, Planning, Landscape Architecture, Boundary & Topographic Surveying, Construction Layout, Cost Estimates, and Construction Engineering Inspection services for this Municipal Project.

Fee: \$78,250.00

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Email:tommy@cwiasoc.com

ROLE

GIS SPECIALIST & CAD TECHNICIAN

YEARS OF EXPERIENCE

20.7

EDUCATION

BA Geography - 2003
FAU

Tim Merrigan, SIT.
SURVEYOR IN TRAINING

Mr. Merrigan has experience in Coastal Planning and Engineering: Florida Department of Environmental Protection & County Annual Tidal Monitoring and Erosion Control Surveys 2014-2016 In addition he has experience as a Survey Tech - HDS LiDAR ALTA/NSPS, Specific Purpose, Boundary Surveys and Flood Plain Management for Caulfield & Wheeler from 2016-2019

Previously Mr. Merrigan has worked for Stantec as a Project Manager - Fish & Wildlife, Florida Department of Transportation Surveying 2019-2020 As well as for DRMP as a Supervisor - Florida Department of Transportation & Lake Worth Drainage District Right-of-Way Surveying 2020-2021 and for DJs Surveyors as a Supervisor - Florida Power & Light Right-of-Way Surveying from 2021-2022

Currently Tim is with Caulfield & Wheeler as a Supervisor/Surveyor in training for Project Management - HDS LiDAR ALTA/NSPS, Specific Purpose, Design Boundary Surveys & Flood Plain Management 2022-present

PROJECT EXPERIENCE**Coconut Cove, Fort Pierce, FL**

Engineering Design for The Coconut Cove development by Lennar Homes, LLC located in St. Lucie County, contracted to provide Engineering Design Services for the residential development including Site Geometry Plan, Soils Testing Coordination, Paving & Grading Plans, Water Distribution Plans, Sanitary Sewer Plans, Pollution Prevention Plan, Off-Site Turn Lane Plan, Off-Site Utility Connection Plans, Cost Estimates/Specifications.

Cascata at MiraLago at Parkland, Parkland, FL;

Engineering - CADD Draftsman to review the existing Surveys and Title Work on the 284-acre parcel formerly known as the Triple H Ranch. CWI provided Site Geometry Plans, Soils Testing Coordination, Paving, Grading, and Drainage Plans, Design plans, Sales Center Plans, Water Distribution Plans, Sanitary Sewer Plans, Pollution Prevention Plans, Cost Estimates and Construction Specifications, Permitting, Control Structure Design, FEMA Final Letter of Map Revision (LOMR-F).

Tradition WG 6B (Western Grove 6B) Port St. Lucie, FL

Engineering Design for Tradition located in Port St. Lucie for Boundary Survey for Plat., including Plat calculations and research, Plat Preparation, Title Search Report, Title Certificate & Permanent Control Points. In addition, Engineering Services were provided for the Permitting Phase as well as Engineering Services for Composite Utility, Estimates, Bond Acquisition's and requests for information in Preparation of a composite utility plans to check for conflicts between Potable Water, Wastewater, Storm Sewer, Landscaping, Irrigation, FPL, Cable, Internet, and Amenities

Phone: 561-392-1991
Fax: 561-750-1452
Email: t.merrigan@cwiasoc.com

ROLE

ENGINEER IN TRAINING

YEARS OF EXPERIENCE

19

EDUCATION

Florida Atlantic University
BA : Geomatic Engineering 19'

PROFESSIONAL REGISTRATION**NCEES:** Surveyor in training cert 2021**Other Certs:** Flood Plain Manager 2018

G. Allan Hendricks, R.L.A.

VICE PRESIDENT & DIRECTOR
OF LANDSCAPE ARCHITECTURE

Mr. Hendricks joined Caulfield & Wheeler, Inc. in 2002 and has been providing Landscape Architecture Services on projects throughout south Florida since that time. He has been involved in projects ranging from community developments of regional impact to meditation garden space for a local Cancer Healing Center. Over the last fifteen years he has been involved in numerous design, permitting and construction projects.



Phone: 561-392-1991
Fax: 561-750-1452
Email: allan@cwiasoc.com

PROJECT EXPERIENCE

Residential communities as large as 1000 plus acres, community buffers & Streetscape Plans, individual home site landscape plans, Park and community social and recreation design, roadway landscape plans, multiple community entrance features, lighting and irrigation plans, water features, design amenity details, community charity organization and leadership, hardscape design and detail drawings and specifications.

Commercial experience; FDOT and roadway, grading and berm / community buffers, commercial site plans and landscape build-outs, site plan and landscape design for corporate headquarters, Hospitals, Commercial and industrial buildings, easement abandonment agreements

Environmental experience; LEED certified landscape design and irrigation, Coastal landscape design and permitting. Tree preservation / mitigation plans and monitoring with various environmental agencies, littoral planting plans, including all permitting.

PROJECT EXPERIENCE

- *State Road 7 (441) from Hypoluxo Road to Lantana Road*
- *LYNN Cancer Center, Boca Raton*
- *Villages of Windsor, 1,000 acre community, Palm Beach County*
- *Lantana Road from State Road 7, East ¼ mile*

ROLE

VICE PRESIDENT LANDSCAPE
ARCHITECTURE

YEARS OF EXPERIENCE

21

EDUCATION

Bachelor of Science Landscape
Architecture University of Florida
Graduated with High Honors - 2002

Continuing Education in Landscape Architec-
ture 2002- present

PROFESSIONAL REGISTRATION

Registered Landscape Architect,
LA6666974 - State of Florida

PROFESSIONAL AFFILIATIONS

American Society of Landscape
Architecture (ASLA)

Mr. Beckwith joined Caulfield & Wheeler, Inc. (CWI) in 2018, and has been providing Unmanned Aerial Systems services since that time. Mr. Beckwith oversees the acquisition and processing of aerial LiDAR and photogrammetry data utilizing drones, management of all pilots and equipment, and management of other critical assignments from the principals under the Special Projects Department. Mr. Beckwith is currently enrolled in the College of Engineering and Computer Science at Florida Atlantic University, pursuing a combined Bachelors & Masters in Civil Engineering and Geomatics. He has established an excellent record for successfully completing both UAS and Business Development projects, and has provided critical data for numerous developments. Mr. Beckwith has over 500 hours of UAS flight time, utilizing numbers manufacturers and models of systems with varying payloads dependent on the needs of the work order. Mr. Beckwith is active in several state and local societies and programs representing the Engineering, Land Surveying, & UAS Operations professions:



PROFESSIONAL ASSOCIATIONS:

- *Florida Surveying & Mapping Society (FSMS)*
- *American Society of Civil Engineers (ASCE)*
- *American Society of Photogrammetry & Remote Sensing (ASPRS)*
- *Florida Engineering Society (FES)*
- *Associated General Contractors (AGC)*
- *Associated Builders & Contractors (ABC)*
- *Boca Raton Chamber of Commerce*

Phone: 561-392-1991
 Fax: 561-750-1452
 Email: andrew@cwiasoc.com

ROLE

DIRECTOR OF UAS OPERATIONS

YEARS OF EXPERIENCE

5

EDUCATION

Enrolled
 College of Engineering
 Florida Atlantic University 2021-2024
 Associate in Arts
 Palm Beach Community College 2020

Political Science
 University of Florida
 2001-2005

LICENSES

FAA Part 107
 Remote Pilot #4213193

REPRESENTATIVE PROJECTS:

Project: Avenir
Client: Avenir Community Development District
Description: Multiple UAS LiDAR Operations throughout the community.

Project: SE Merritt Way, Jupiter, FL
Client: Martin County
Description: Aerial Photogrammetry for base map solution.

Project: Peacock Canal Relocation
Client: Mattamy
Description: Aerial LiDAR for topography for as-built canal bank slopes after relocation of 3 miles of canal in Port St. Lucie.

Project: Westlake
Client: Seminole Improvement District
Description: Multiple aerial photogrammetry projects within the District, for which we serve as the District Engineer.

TAB 3 PAST EXPERIENCE



CURRENT MUNICIPAL CONTRACTS

AGENCY OR MUNICIPALITY	PERIOD & DURATION	NUMBER OF STAFF	BRIEF DESCRIPTION
CITY OF TAMARAC	2022 -2025 3 YEAR TERM	5	CONTINUING CONTRACT FOR SURVEY SERVICES
CITY OF BOYNTON BEACH	2022 -2025 3 YEAR TERM	5	CONTINUING CONTRACT FOR SURVEY SERVICES
SOUTH FLORIDA WATER MANAGEMENT DISTRICT	2021 - 2024 3 YEAR TERM	5	CONTINUING CONTRACT FOR SURVEY SERVICES
MARTIN COUNTY	2020 - 2024 3 YEAR TERM	5	CONTINUING CONTRACT FOR SURVEY SERVICES

RELEVANT CDD EXPERIENCE

PROJECT	ROLE	ACRES	UNITS
Avenir CDD	District Surveyor	4763	3900
Seminole Improvement District CDD	District Engineer	4000	4500
Western Groves	Engineer & Survey Consultant	1733	4000
Alton/Northern Palm Beach County Improvement District CDD	District Engineer & Surveyor	684	1400
Watercrest & Miralago/North Springs Improvement District CDD	Engineer & Survey Consultant	627	1100
Palm Beach Plantation CDD	District Engineer	271	600
Arbor Parc/Mediterranea CDD	District Engineer	69	598



[Avenir CDD, Palm Beach Gardens, FL]



[Seminole Improvement District, Westlake, FL]

PAST EXPERIENCE

Highland Beach Fire Station No. 6 - Highland Beach



SERVICES PROVIDED

PROFESSIONAL SURVEYING & MAPPING

Principal In Charge: David P. Lindley, PLS

Boundary Survey | Topographic Survey

Project Manager: Owen Riggs, PLS

Utility locates & test holes

Fee: \$33,992

Caulfield & Wheeler, Inc. (CWI), provided Boundary, Topographic and Tree Survey along with Utility locates and test holes. Along with these surveys CWI provided stake and as-built. Delray Beach Fire Rescue Station 6 will commence its operations in May 2024 and Glenn Joseph is the Town of Highland Beach fire chief. Highland Beach Fire Station No. 6 is situated in Highland Beach, FL, and offers vital fire protection and emergency response services to the local community. It is equipped with technically advanced lifesaving equipment and staffed 24 hours. CWI worked with Kimley-Horn and Associates, Inc. as a part of the design of this facility.



PAST EXPERIENCE

Ocean Place Estates - Highland Beach



SERVICES PROVIDED

Professional Engineering	Principal In Charge: David P. Lindley, P.L.S.
Land Surveying	Project Manager: Jeffrey Wagner, P.L.S.
	Fee: Various

Caulfield & Wheeler, Inc., provided Engineering & Land Surveying services for the Ocean Place Estates. Ocean Place Estates is an upscale community boasting 11 exclusive single-family homes situated on Highland Beach's east side along A1A in Florida. Residents enjoy top-tier amenities like a 24-hour guarded electronic gate and private beach access. Highland Beach, covering 1.1 square miles in southeastern Palm Beach County. Nestled between the Atlantic Ocean and the Intra-coastal Waterway, this enclave of luxury homes was established in 1997, embodying just eleven lavish oceanfront estates. The subdivision is meticulously gated, surrounded by lush tropical landscapes featuring palm trees. Drawing inspiration from Mediterranean and Venetian architecture, the homes are characterized by meticulous design and craftsmanship.



PAST EXPERIENCE

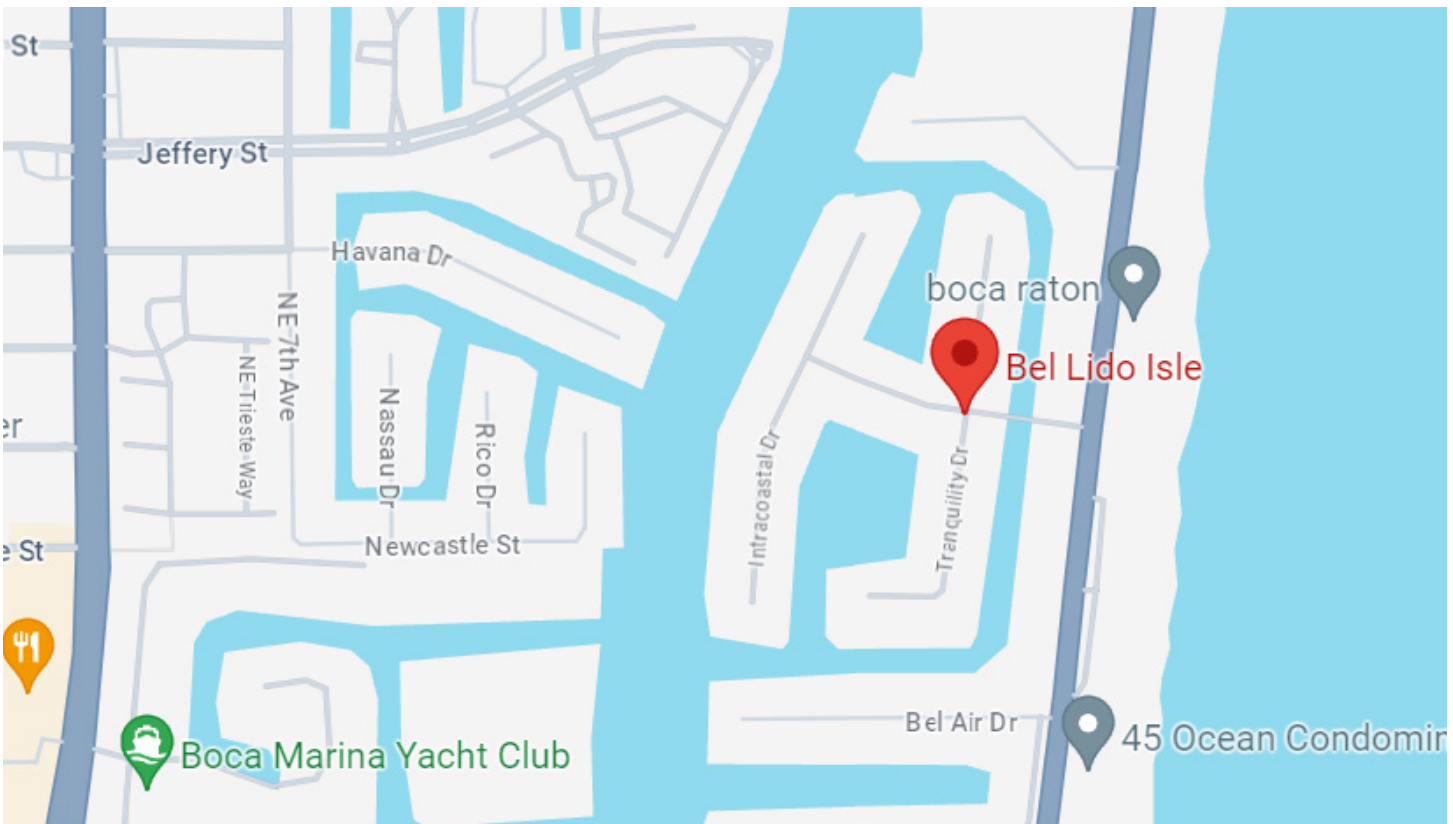
Bel Lido - Lots 10 & 11 - Highland Beach



SERVICES PROVIDED

PROFESSIONAL SURVEYING & MAPPING	Principal In Charge: David P. Lindley, P.L.S.
Boundary Survey Slab Survey	Project Manager: Jeffrey Wagner, P.L.S.
Formboard Survey FEMA Elevation Certificate	Fee: \$25,300.

Caulfield & Wheeler provided Bel Lido with Boundary Survey, Formboard Survey, Slab Survey, FEMA elevation certificate along with stake and grade. Bel Lido, situated in the heart of Highland Beach, is a welcoming waterfront community ideal for families. Positioned off South Ocean Boulevard, just north of Spanish River Boulevard, it boasts exclusive and opulent waterfront estates along the stunning Gold Coast. Crossing the small access bridge reveals 71 waterfront estate homes along the Intracoastal, offering expansive panoramic water vistas and serene preserve views. Each residence benefits from deep water access, whether through canals, basins, or direct Intracoastal access.



PAST EXPERIENCE

Porta Bella - Highland Beach



SERVICES PROVIDED

PROFESSIONAL SURVEYING & MAPPING

Topographic Survey

Principal In Charge: David P. Lindley, P.L.S.

Project Manager: Raymond D. Dowling

Fee: \$2,200.

Caulfield & Wheeler, Inc., (CWI) conducted a topographic survey for the North parking area, which encompassed existing elevation details for Porta Bella. Situated at 859 Jeffery St in Highland Beach, Florida. Positioned just east of US-1, this location offers breathtaking vistas of Highland Beach's coastline and its intricate intracoastal waterway. Porta Bella was purposefully designed to showcase the most stunning views along Florida's intracoastal region. Comprising two 4-floor buildings, along with two 8-floor structures, it boasts over 300 residences. The floor plans and architecture accentuate the allure of Florida's intracoastal scenery. Porta Bella's amenities encompass a range of features, such as a heated pool and spa, a marina, illuminated tennis courts, a fitness center, a putting green, billiard and card rooms, social areas, as well as a picnic zone equipped with Bar-B-Q grills..



PAST EXPERIENCE

Ocean Grande Lot 6 - Highland Beach



SERVICES PROVIDED

PROFESSIONAL SURVEYING & MAPPING

Principal In Charge: David P. Lindley, P.L.S.

Boundary Survey

Project Manager: Jeffrey R. Wagner, P.L.S.

Elevation Certificates

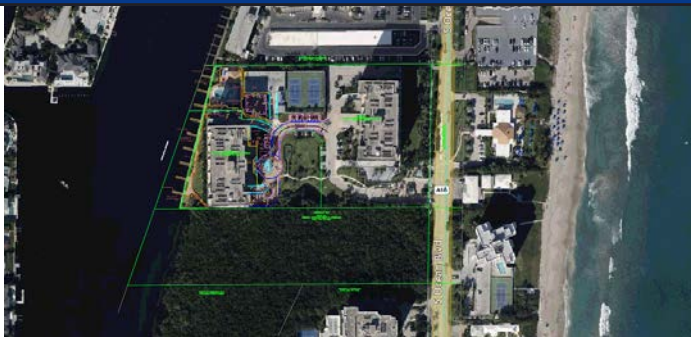
Fee: \$2,200.

Caulfield & Wheeler, Inc., (CWI), completed a boundary survey and elevation certificate for Lot 6 situated at 3632 South Ocean Boulevard. Ocean Grande Place stands as an enclave featuring Mediterranean-style single-family residences positioned along A1A (Ocean Blvd) in the Town of Highland Beach, FL, nestled between Boca Raton and Delray Beach. Crafted by Jeff Norman in 1999, Ocean Grande Place is marked one of Highland Beach’s initial developments of single-family homes, comprising only seventeen opulent two-story estate residences. This gated community spans four acres of exquisitely landscaped tropical grounds, opposite the Atlantic Ocean. Distinguished by its appeal to families with children and retirees, Ocean Grande Place represented a departure from Highland Beach’s residential trends of the past five decades, which primarily catered to seasonal vacation properties. Subsequently, Jeff Norman ventured into developing a similar yet more upscale neighborhood in Highland Beach, known as Ocean Cove.



PAST EXPERIENCE

Coronado at Highland Beach Condominium - Highland Beach



SERVICES PROVIDED

High Definition Laser Scanning	Principal In Charge: David P. Lindley, P.L.S.
Preliminary Civil Engineering Design Phase	Project Manager: Allan G. Hendricks
Landscape/Hardscape Plan Design	Fee: \$17,520.

Caulfield & Wheeler, Inc., provided Landscape Architecture services to the Coronado Condominium which included High-definition laser scanning, Preliminary Civil Engineering Design, Landscape and hardscape plan design development and conceptual site plan study. The Coronado Condominium is a charming oceanfront condominium in Highland Beach, Florida. The Coronado offers an exquisite beachfront view of the Atlantic Ocean. This 15-floor building comprises 168 residences specifically designed to accentuate the stunning beauty of Florida’s beach and the crystal-clear waters of the Atlantic.



PAST EXPERIENCE

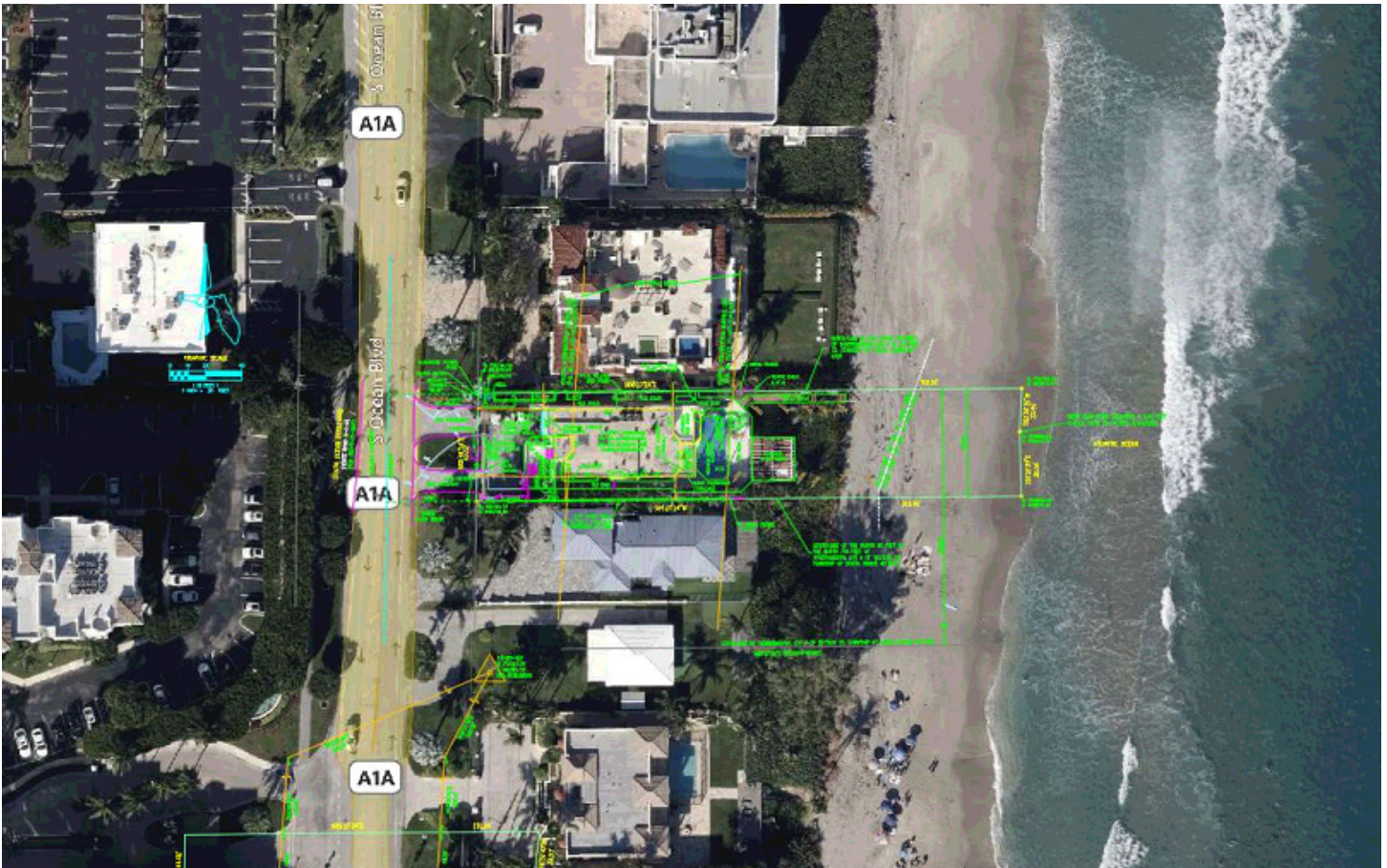
3515 S. Ocean Blvd - Highland Beach



SERVICES PROVIDED

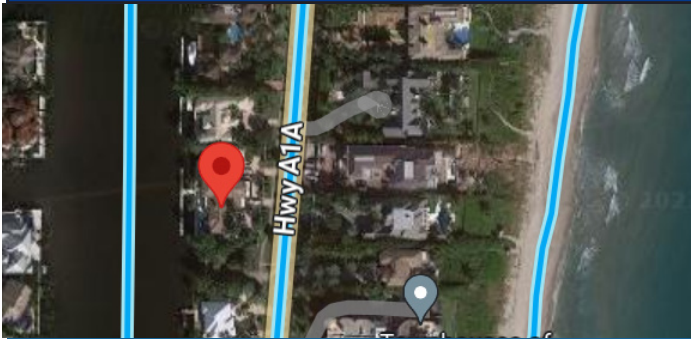
High Definition Laser Scanning	Principal In Charge: David P. Lindley, P.L.S.
Preliminary Civil Engineering Design Phase	Project Manager: Jeffrey R. Wagner, P.L.S
Landscape/Hardscape Plan Design	Fee: \$7,765..

Caulfield & Wheeler, Inc. (CWI) successfully conducted a comprehensive Boundary Survey, updated Mean High Water Survey, FEMA Certification, and Elevation Certificate for 3515 S. Ocean Blvd., located in Highland Beach, Florida, encompassing a section of government lot 4. This single-family residence sits east of S. Ocean Blvd in an exclusive area nestled between Delray Beach and Boca Raton, boasting a stretch of prime oceanfront property without a single traffic light. This particular segment of Ocean Drive is home to the exclusive residential property.



PAST EXPERIENCE

Byrd Beach Lots 13 & 14A - Highland Beach



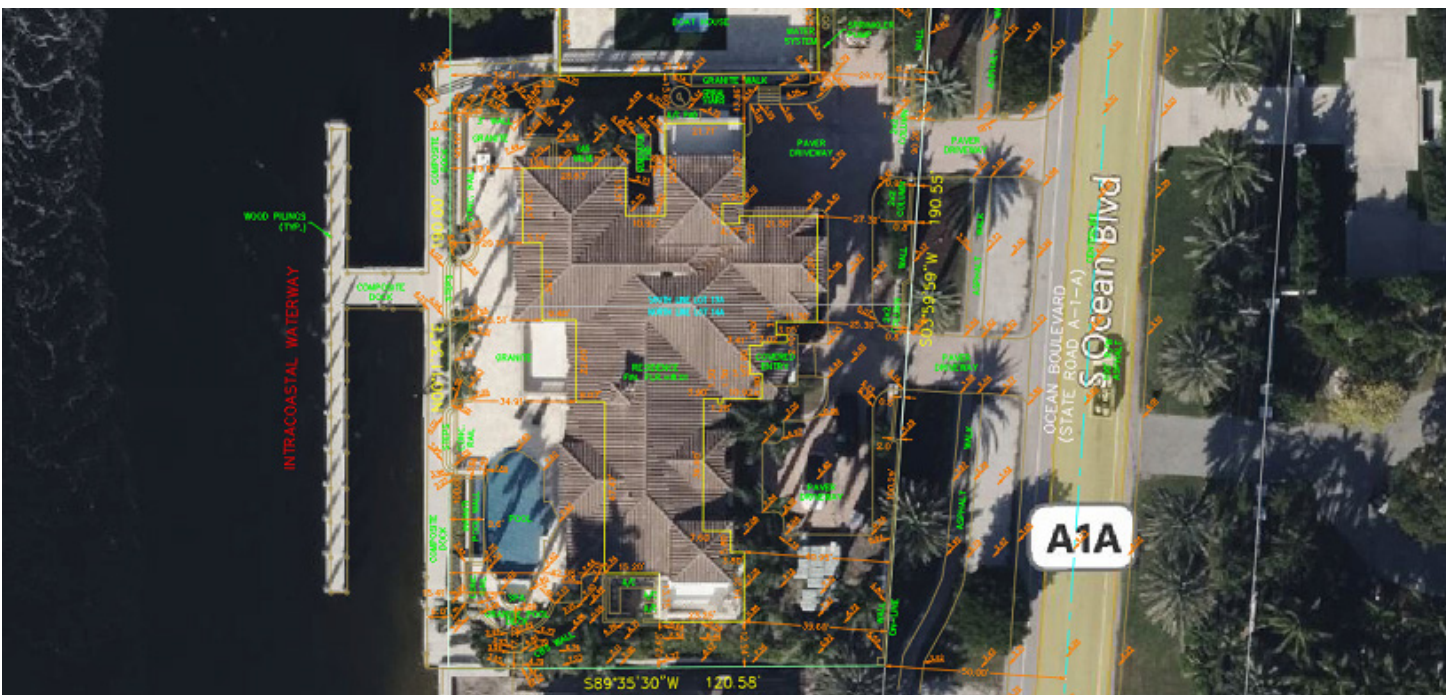
SERVICES PROVIDED

PROFESSIONAL SURVEYING & MAPPING	Principal In Charge: David P. Lindley, P.L.S.
ENGINEERING Drainage layout Calc FEMA Cert	Project Manager: Jeffrey R. Wagner, P.L.S
Boundary Survey Topographic Survey	Fee: \$4,100

Caulfield & Wheeler, Inc. (CWI) completed a comprehensive boundary survey, specific survey, topographic survey (including the main house, backyard, and boathouse), North and South property lines for Byrd Beach lots 13A & 14A at 2474 South Ocean Boulevard in Highland Beach, FL. Their engineering services encompassed drainage layout, alignment calculations, and the issuance of a FEMA elevation certificate.

Byrd Beach is an enclave hosting around 35 luxury homes, either along the oceanfront or facing the Intracoastal Waterway. These opulent estates adorn the North end of Highland Beach along A1A, positioned south of Linton Blvd. This coveted area features prestigious residences boasting direct views of the ocean and the Intracoastal Waterway.

Highland Beach stands as a distinguished barrier island community, boasting pristine sugar-sand beaches and a picturesque stretch of Florida's State Road A1A lined with scenic trees. Conveniently located just south of Delray Beach, known for its trendy boutiques and dining along Atlantic Avenue, and north of Boca Raton, famed for its world-class shopping and dining experiences at Mizner Park. Residents enjoy easy access to international airports in Palm Beach and Fort Lauderdale, further enhancing the appeal of this sought-after location.



TAB 4

APPROACH TO PROJECT MANAGEMENT



METHODOLOGY & APPROACH

Methodology

Our methodology is built upon three foundational pillars: Data Collection, Precision Analysis, and Collaborative Reporting. Here are 3 points to consider:



Data Collection: We will employ state of the art surveying technologies, including LiDAR, high-precision GPS, and UAS Operations, to capture detailed data about the canals and surrounding areas. This accurate data will be the cornerstone of informed decision-making and effective rehabilitation strategies.



Precision Analysis: Our experts will utilize advanced geospatial software to process and analyse the collected data. This will include generating digital elevation models, hydrological analyses, and land cover assessments. The precision of our analysis will facilitate the identification of areas requiring rehabilitation and support the formulation of targeted action plans.



Collaborative Reporting: Regular communication and collaboration with the City of Oakland Park and other stakeholders will be integral to our methodology. We will provide accessible, real-time data through our Project Management platform, enabling stakeholders to visualize project progress and make informed decisions. Our collaborative reporting will foster transparency and streamline decision-making processes.

Caulfield & Wheeler’s approach to the Town of Highland Beaches Continuing Services contract is rooted in a thorough understanding of the project’s objectives, challenges, and the Town of Highland Beaches vision for the future. Our comprehensive methodology integrates cutting-edge technology, expert collaboration, and a commitment to accuracy to ensure the successful execution of this critical initiative.



[LWDD Headquarters, Delray Beach, FL]

Adaptive Flexibility

We understand that no project is without its challenges. Our methodology is designed to be adaptable and flexible in the face of unexpected hurdles. Regular project reviews and risk assessments will allow us to proactively address any issues, ensuring that the project stays on track and aligned with its objectives.

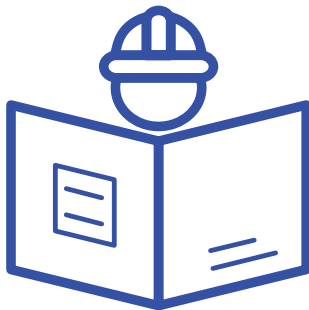
In conclusion, the team of Caulfield & Wheeler’s, approach and methodology for the Continuing Professional Consulting Services program revolves around a deep understanding of the project’s significance and challenges. By harnessing advanced technology, precision analysis, and collaborative reporting, we are confident in our ability to provide the Town of Highland Beach with the accurate, actionable data needed to make informed decisions and ensure the long-term success of the Continuing Services Project efforts.

APPROACH TO PROJECT MANAGEMENT



Caulfield & Wheeler's, (CWI) team of Engineers proactive in the Civil Engineering Plan Review and is available for the weekly plan reviews process to enable immediate responses to help eliminate potential delays and to provide good design practices. We take pride in maintaining realistic project schedules that are accurate and flexibility to upgrade and promote the ability to adapt to our rapidly changing technology. Our engineering team provides the highest of design standards and is proven to understand the importance of the permitting process and monitor its progress. CWI's is successful in coordinating with government agencies and our goal is to maintain on point analytical data that translates into more accurate construction costs and foreseeable delays including cost control that provide transparent in our deliverables.

Planning and communication are pivotal in the design phase to ensure the projects are navigated with a thorough understanding of the proposed project concepts and goals. We at Caulfield & Wheeler, Inc., maintain an informed and responsible approach to every design aspect and decision with preplanning, research and analysis, weekly reports and well thought out budget friendly plans. Our professional approach to utility research & coordination by experienced engineers and technicians' operations team is efficient and effective on every project. Our team assists in the bidding and services during construction phases and communicates with the construction administration and management. We at CWI understand the need for meaningful public involvement to establish relations with the community and help resident and stakeholders understand the goals of the project and the effects of the overall project the town is providing to the community.



- **Addendum & RFI Draft Review**
- **Bond Releases**
- **Government Agency Permitting**
- **Certifications**
- **LEED Analysis & Applications**
- **Bid Documents & Negotiations**



- **Pre-Construction Meetings**
- **Utility Research & Coordination**
- **Construction Monitoring**
- **Construction Engineering Inspections**
- **Estimating & Scheduling**
- **Opinion of Cost**

TAB 5 RESOURCES, AVAILABILITY, & COMMITMENT



RESOURCES, AVAILABILITY, & COMMITMENT

Resources

CWI takes immense pride in offering top-notch value engineering services tailored for municipal clients. Our commitment involves providing punctual deliverables, maintaining open communication, and ensuring transparent oversight throughout projects.

Understanding the specific needs of each town, our team prioritizes accurate and cost-effective completion of project goals. We employ Deltek Ajera accounting software, enabling us to furnish Project Managers, the Town, and stakeholders with precise budgetary and schedule reports encompassing both labor and expenses, aligning with the client's objectives. Each project maintains individual job cost ledgers to track direct costs in conjunction with the general ledger, ensuring regular reconciliation of tasks and subsidiary job costs. This process aids in distinguishing between direct and indirect costs through meticulous time and expense reports.

Our Project Managers have constant access to our Project Management system, empowering them with essential information to meet project objectives, generate reports, and monitor time, expenses, budgets, and schedules whenever required.

CWI prides itself on its unblemished record, free from any unethical business practices or disclosures. We have no ongoing investigations into the professional conduct of our firm or employees, nor have we encountered prior adverse decisions or settlements related to violations of ethical standards by our team.

Availability

For over four decades, CWI has offered professional consulting services to both governmental agencies and private industries. A significant por-

tion of our work has been carried out under CCNA work order contracts, providing us with extensive expertise in this field. This breadth of experience has enabled us to establish rigorous standards and protocols focused on cost control, superior work quality, and adherence to performance schedules.

We take immense pride in our capability to consistently deliver work of the utmost quality well within specified timeframes and cost parameters. CWI is fully prepared to commence work for the Town immediately upon acceptance of the agreement. Furthermore, we are committed to fulfilling all contract requirements on an ongoing basis and are prepared to continue serving the Town as needed, should the request arise.

Commitment

Caulfield & Wheeler, Inc. (CWI) is dedicated to effectively managing all work orders under the Town's contract. The Principal-In-Charge spearheads this process by initiating each work order through a discovery call or meeting with the Town's Project Managers. This approach ensures a clear understanding of tasks, scheduling requirements, and efforts necessary for successful project completion.

Our coverage extends across every area within the Town's boundaries, allowing us to offer comprehensive services that accommodate multiple projects simultaneously in different regions. CWI's Principals and Project Managers maintain direct communication with the Town's Managers and Stakeholders, providing weekly project reports, invoice submissions, and comprehensive Quality Control reports.

Caulfield & Wheeler, Inc. is enthusiastic about the opportunity to serve the needs of Highland Beach Town and its residents with a commitment to pride, integrity, and professional excellence.

CIVIL ENGINEERING OVERVIEW



[Jupiter High School Track & Field, Jupiter, FL]

Caulfield & Wheeler, Inc. Engineering Department has a wide range of experience in the study, design, and construction phases of all types of public and private projects throughout Florida. Specific fields of services include design and construction monitoring of individual, gravity, and pressure sanitary sewer systems; water distribution systems; stormwater management systems; and roadway systems from local to collector roads.

Caulfield & Wheeler, Inc. has established an excellent rapport with the numerous permitting agencies and has developed an exceptional track record for acquiring permits through the complex development process. CWI utilizes the latest CAD technology and engineering programs; and always applies the newest City, County, and State rules and regulations to each Project. From initial reports and studies, through design development and contract documents, agency permitting, cost estimating, and final construction monitoring and certification process, our Firm will provide the Town with the most comprehensive service available.

CONSTRUCTION ASSISTANCE

- Oversee construction operations*
- Provide inspection and evaluation services*
- Assess bids and proposals*
- Manage change order negotiations*
- Scrutinize contractor's technical plans*
- Address contractor inquiries (RFIs)*
- Review payment applications*
- Supervise construction budgeting*
- Coordinate and oversee testing*
- Scrutinize and analyze test outcomes*
- Ensure adherence to permit requirements*
- Track compliance with timelines*
- Monitor completion of final tasks*
- Develop final documentation*
- Conduct certified construction inspections*



[International Fishing Pier, Deerfield Beach, FL]

CIVIL ENGINEERING OVERVIEW

Caulfield & Wheeler Inc., (CWI) has a team of seasoned engineers who have resources to manage a range of land development services. Our engineering team has a history of providing sustainable general planning services for on-site paving and grading a standard involved in many different projects. We are familiar with drainage and pollution prevention that functions in a cost-effective manner that does not compromise on functionality of the final deliverables. CWI utilizes the latest CAD technology and engineering programs; and always applies the newest City, County, and State rules and regulations to each Project. From initial reports and studies, through design development and contract documents, agency permitting, cost estimating, and final construction monitoring and certification process, our Firm will provide the City with the most comprehensive service available.



Wastewater Distribution System

Aging Water and sewer main systems

Large Valves

Large Diameter pipes

Water Distribution System Design

Wastewater Collection Systems

Gravity Systems

Force Mains

Pump Stations

Grease Separators

Construction oversight

Wastewater Systems Design

At Caulfield & Wheeler, Inc. (CWI), our extensive expertise in wastewater systems encompasses various aspects, including collection systems and interceptor systems. Our experience with pump stations ranges from smaller-scale simplex neighborhood lift stations to larger transmission lift stations, and comprehensive manifolded force-main systems for renovation and replacement programs. CWI conducts thorough assessments of existing system conditions for wastewater pump station rehabilitation and expansions, recommending appropriate methods for renovation, replacement, and expansion programs.

Our adept team provides comprehensive analysis for clients, encompassing evaluations of wastewater pressure mains, pump sizing, and expansion improvements. We've been involved in numerous projects that have required these specific services, ensuring efficient and effective wastewater management solutions.

Stormwater Management

- ▷ Stormwater Infrastructure Design
- ▷ Master Stormwater modeling
- ▷ Drainage and flood analysis & design
- ▷ Sea-level rise and flood protection
- ▷ Stormwater modeling
- ▷ Stormwater pollution prevention and planning
- ▷ Flood Routing Computations
- ▷ Hydraulic analysis



[The Falls Country Club, Boca Raton, FL]

CIVIL ENGINEERING OVERVIEW

At Caulfield & Wheeler, Inc. (CWI), our team of engineers brings extensive experience and expertise in delivering informed, long-term utility design decisions. We specialize in strategic planning, precise location identification, and addressing potential challenges that may arise throughout the design process.

Sanitary Systems Management

- ▶ Sanitary Sewer Collection Systems
- ▶ Sanitary Sewer Pumping Stations
- ▶ Sanitary Sewer Transmission Systems
- ▶ Reclaim Water Systems Design

We provide cutting-edge Geographic Information Systems (GIS) services, a vital tool for geographical data collection and effective project management, ensuring project completion with precise and accurate information. Our proficient technicians are well-versed in ArcMap and AutoCAD, the primary tools utilized for GIS services. We excel in data collection techniques and modifications tailored to meet our clients' project requirements.

CWI excels in addressing complex challenges and offering innovative solutions, particularly in Reclaimed Water Mains, Sanitary Sewer Lines, Reclaimed Water Lines, Inflow and Infiltration Studies/Repair. Our experience ranges from designing Sanitary Sewer Collection Systems comprising force mains of various sizes, from 2-inch pipes serving grinder pump systems to 16-inch diameter force main transmission lines.

We have a proven track record of successfully executing designs for projects located in challenging and congested areas, demanding intricate construction methodologies. Our expertise includes specialized techniques such as jack and bore, directional drilling, and cured-in-place pipe (CIPP) liner installation.

Moreover, our team has substantial experience managing water service conversions, notably transitioning from back to front. This process is executed through close collaboration and effective communication with each client. Additionally, we offer comprehensive GIS, Geotechnical, and LiDAR technology services

At CWI, our seasoned team specializes in developing comprehensive work plans that establish the direction and functionality of projects. Our experienced professionals possess hands-on expertise in paving and grading processes across various projects. We bring extensive experience in drainage development and enhancements, having collaborated with the City of Lake Worth and several other municipalities. Our engineering background emphasizes neighborhood improvement and design plans, encompassing pavement design, as well as the creation of cycling and pedestrian pathways.



[Lake Worth Drainage District, Lake Worth, FL]

Paving & Grading

- ▶ Driveway Connections & Turn Lanes
- ▶ Roadway Design
- ▶ Lot Grading Plans
- ▶ Paving Systems
- ▶ Paving Overlay & Remediation Plans
- ▶ Pavement Design & Analysis
- ▶ Pavement Overlay & Remediation Plans
- ▶ Bicycle & Pedestrian System Designs
- ▶ Signing & Pavement Markings
- ▶ Parking area design
- ▶ Grading & Drainage Design
- ▶ Roadway Design
- ▶ Utility Research & Coordination

SURVEYING & MAPPING OVERVIEW

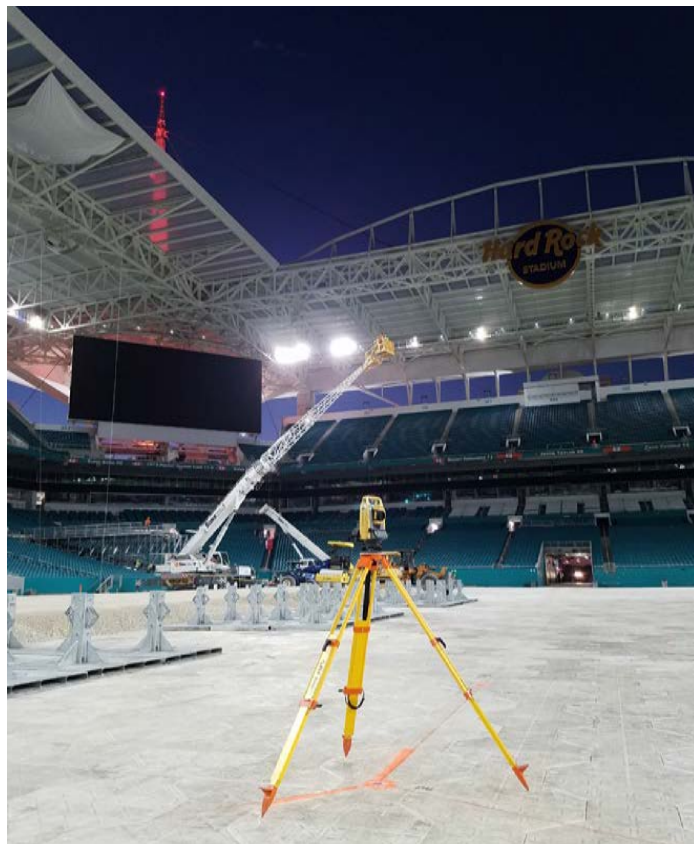
Caulfield and Wheeler, Inc. was established in 1982 as a specialized surveying and mapping firm. For 41 years, the firm has continued to grow and diversify and is now recognized as a leader in the field of geomatics, land surveying, & mapping. Caulfield and Wheeler has 21 fully equipped field crews, and offers a full array of surveying services; including high definition laser scanning, automated hydrographic surveying, topographic surveys, boundary surveys and platting, vertical horizontal geodetic control surveys, photogrammetry, construction stakeouts and as-builts, mean high water (tidal) demarcation surveys, and right-of-way surveys. The firm also has specialized expertise in inland waterway, marsh, transitional region, coastal, and oceanographic data acquisition.

Services have been provided throughout the Southeast United States and clients have includ-

ed many government agencies such as the

U.S. Army Corps of Engineers, Jacksonville and Mobile Districts, State of Florida Department of Environmental Protection, Florida Department of Transportation, South Florida Water Management District and a multitude of local counties and municipalities throughout the State of Florida. Thousands of projects have been completed to date, encompassing a full range of survey assignments.

CWI understands that this is a comprehensive and multi-disciplinary contract, and in response, has comprised an in-house team to fulfill every requirement. Our Team has the expertise, experience, personnel, and equipment resources to successfully complete every type of Project, independent of size, terrain conditions, or complexity. The following describes in detail our methodology, rational and understanding of the following types of surveys and demonstrate our strength to perform these types of projects:



[Miami Open at Hard Rock Stadium, Miami, Florida]

Provided Surveys

3D Laser Scanning or LiDAR

Aerial Photogrammetry

As-built Surveys

Boundary Surveys

Canal & Levee Cross Sections & Profiles

Construction Layout Surveys

Field Reconnaissance

GIS (Geographic Information Systems)

Horizontal & Vertical Geodetic Control Surveys

Hydrographic Surveys

Professional Survey & Mapping Review Services

Quantity Surveys

Right-Of-Way Surveys

Specific Purpose Surveys

Topographic Surveys

Tree Surveys

Unmanned Aerial Systems (UAS) Drone Operations

SURVEYING & MAPPING OVERVIEW

- Automated Hydrographic Surveys
- Beach nourishment & monitoring programs
- Cadastral/Boundary Surveys
- Channel condition and monitoring
- Coastal inlet hydrographic surveys for inlet management programs
- Coastal topographic surveys for beach profile monitoring programs
- Control establishment for GIS programs
- Control establishment for planning, design, and construction
- Feature location
- Inland lake and canal hydrographic surveys
- Location of easements or encumbrances
- Maintenance of engineering projects
- Mean high water demarcation and ordinary high water demarcation
- Offshore hydrographic surveys for coastal monitoring projects
- Photogrammetric and LiDAR control support
- Photogrammetric verification
- Plat Preparation
- Pre & post dredge hydrographic surveys for quantity estimates & as-built charts
- Property surveys
- Recovery and location of existing right-of-ways
- Research and acquisition of all previous right-of-way maps and plats
- State lands boundary establishment and erosion control line recording
- Surface / subsurface surveys on beaches, levees, canals, breakwaters, groins, embankments, and other similar structures
- Topographic Planimetric Surveying and Mapping
- Topographic surveys for construction layout and alignment and as-built purposes
- Topographic surveys for detailed design of major engineering projects
- Wetland and transitional area surveys for environmental programs



LANDSCAPE ARCHITECTURE OVERVIEW

At Caulfield & Wheeler Inc. (CWI), our Landscape Architecture department specializes in offering comprehensive planning solutions. Our services encompass hardscape design, detailed drawings, specifications, and cost estimates for system master plans and strategic goal-setting strategies. With a proficient team boasting a track record of innovative recreation program planning, we excel in on-site parking layout and design, stormwater management, as well as extensive expertise in utility and drainage systems.

Our approach prioritizes considerations such as budgetary constraints, short- and long-term maintenance, and various amenity options, reflecting our forward-thinking concepts. Utilizing Geographic Information Systems (GIS) as a cutting-edge planning tool, we gather geographical data crucial for effective project management. GIS facilitates project completion by providing precise and pertinent information. Our adept technicians are well-versed in ArcMap and AutoCAD, which are the primary tools employed for GIS services. We possess a comprehensive understanding of data collection techniques and are adept at customizing modifications to align with our clients' project specifications.



[Broward County Simulation Building, Davie, FL]



[Lynn Cancer Center, Boca Raton, FL]

COMMUNITY

- ▷ Parks, recreation, community social design & planning
- ▷ Miles of roadway landscape plans
- ▷ Community entrance features
- ▷ Lighting & irrigation plans
- ▷ Water features & design amenity details
- ▷ Community Charity organization & leadership

ENVIRONMENTAL

- ▷ LEED-certified landscape & irrigation design
- ▷ Coastal landscape design & permitting
- ▷ Tree preservation, mitigation plans, & monitoring with various environmental agencies
- ▷ Acres of littoral planting plans, including all permitting and approvals

LANDSCAPE ARCHITECTURE OVERVIEW



[Ashton Parc by Lennar, Coconut Creek, FL]

- ▷ **Master planning**
- ▷ **Hardscape Design**
- ▷ **Recreational planning**
- ▷ **Site layout & design**
- ▷ **Amenity planning**
- ▷ **Rehabilitation planning**
- ▷ **Landscape & irrigation design**
- ▷ **Stormwater management**
- ▷ **Utility & drainage design**
- ▷ **GIS**

RESIDENTIAL

- *Residential communities as large as 1,800 acres*
- *Miles of community buffers & street scape plans*
- *Hundreds of individual home site landscape plans*
- *Model home showcase centers*

COMMERCIAL

- *FDOT & roadway, grading, berms, & buffers*
- *Commercial site plans*
- *Landscape build-outs*
- *Site plan & landscape design for corporate headquarters, hospitals, commercial & industrial.*
- *Easement abandonment agreements*

At Caulfield & Wheeler Inc. (CWI), we boast extensive expertise in Landscape Design, particularly focusing on the visually captivating coastal aesthetics prevalent in Florida. Our adept team specializes in creating innovative designs tailored for Florida's greenways, bicycle lanes, and roadway landscapes. Our capabilities extend to crafting irrigation plans, including those aligned with LEED certification standards, as well as comprehensive lighting designs. Over the years, we've championed environmentally friendly tree preservation methods and implemented valuable mitigation plans that contribute to enhancing the beauty of cities and counties.

In the realm of landscape architecture, our contributions have encompassed upgrades and designs for FDOT and roadway projects, involving tasks such as staking and grading, berms, and buffers.

Our innovative designs, coupled with our knowledgeable team, have resulted in the creation of functional and visually stunning pathways, shared trails, and sidewalks across numerous cities and counties in Florida. We've lent our expertise to a diverse range of mixed-use properties, from compact communities to expansive residential neighborhoods. Our portfolio includes privately owned home site plans and exquisite model home showcase centers. Additionally, we pride ourselves on developing innovative approaches for commercial site plans and landscape designs, catering to corporate headquarters, campus sites, hospitals, industrial properties, and corporate campuses.

Our repertoire of landscape design projects encompasses water features, community entrance embellishments for a broad spectrum of properties ranging from commercial complexes to residential communities along with park facilities and recreational establishments.

UAS OPERATIONS OVERVIEW



[Ocean Place Estates, Highland Beach, FL]

Caulfield & Wheeler, Inc. (CWI), is proud to offer FAA Part 107 licensed and insured unmanned aerial systems (UAS) or drone operations, to compliment our suite of engineering, surveying, & landscape architecture services. By utilizing the most recent technology available on the market, Caulfield & Wheeler, Inc. can accurately document, inspect, photograph, videograph, 3D model, or survey a wide variety of projects or areas that were previously too large or unreachable by a traditional GPS field crews.

By implementing the highest quality peripherals like RTK GPS equipped drones, heavy-lift drones, FPV drones, 360 cameras, thermal cameras, cinema cameras, and aerial LiDAR solutions, we are re able to provide a variety of services and deliverables for our clients, to maximize their development project.

Caulfield & Wheeler, Inc. has a proven track record of quickly obtaining FAA and LAANC authorizations and waivers to quickly analyze and fly project sites that are in close proximity close to international airports, stadiums, or other warning zones.

CWI's UAS Drone Operations team provide the following services:

- 2D Mapping & Orthomosaics
- 3D Modeling
- Agriculture Inspection
- Aerial LiDAR Solutions
- **Construction As-Builts**
- Construction Progress Documentation
- Cut & Fill Analysis
- Damage Assessment
- Photogrammetric Surveys
- Photography
- Pre-Construction Documentation
- Post-Construction Documentation
- Utilities Asset Inspection
- Site Inspection
- Site Plan Overlays
- Videography



Peacock Canal Relocation Port St Lucie

TAB 6 REFERENCES



REFERENCES

REFERENCES FOR Caulfield & Wheeler, Inc.,

(NAME OF FIRM)

1. Reference/Contact Name:

City of Boynton Beach East Little League Fields /Gail Mootz

Professional Services Performed: CWI provided a boundary, topographic, and tree survey to a 12-acre parcel near the intersection of Woolbright Rd and I-95 to further the development of a private athletic training facility. CWI utilized terrestrial and aerial LiDAR to acquire topographic data, and traditional GPS surveying for the boundary and tree surveys. Aerial photogrammetry was used to produce a geo-referenced orthomosaic.

Phone:

561-742-6223

Fax:

E-Mail:

Mootz@bbfl.us

2. Reference/Contact Name:

Seminole Improvement District CDD / Mr. Ken Cassel, District Manager

Professional Services Performed: CWI serves as the District Engineer for the Seminole Improvement District, also known as the City of Westlake. Tasked by developer Minto, CWI oversees the engineering design, inspection, and permitting services for the development of approximately 4,546 residential units and 2.2 million square feet of commercial space. Covering nearly 4,500 acres, formerly known as Callery-Judge Groves, CWI provides a comprehensive range of services including plat and plan review, permit submissions and reviews, utility coordination, and agency meetings. The Survey Department conducts legal description reviews and Caulfield & Wheeler's Landscape Architecture division offers plan assessments, cost estimates, and inspection services for the district

Phone:

954-753-5841

Fax:

E-Mail:

Kcassel@westlakegov.com

3. Reference/Contact Name:

City of Tamarac Sabal Palm Park / Ronald Stein

Professional Services Performed: Under an ongoing contract with the City of Tamarac, CWI conducted a comprehensive Boundary, Topographic, and Tree survey for the Sabal Palm Park project. This development, backed by a \$1,000,000 grant from the Florida Department of Environmental Protection (FDEP), aims to transform an eight-acre plot near Commercial Blvd and the Florida Turnpike into a park. CWI utilized advanced 3D Laser Scanning and GPS surveying techniques to gather precise topographic data. The data collected will be instrumental in designing various park amenities, potentially including a playground, sports field, picnic facilities, pathways, parking, lighting, restrooms, and landscaping.

Phone:

954-597-3716

Fax:

954-597-3650

E-Mail:

Ron.Stein@tamarac.org

TAB 7

CERTIFIED MINORITY BUSINESS ENTERPRISE



CERTIFIED MBE/DBE/SBE STATUS

CWI is neither a Certified minority business enterprise or MBE/DBE/SBE, however we strive to utilize subcontractors who are certified MBE/DBE/SBE

TAB 8 FORMS



FIRM ACKNOWLEDGEMENT

FIRM ACKNOWLEDGEMENT

Submit RFQ's to: Town Clerk's Office
Town of Highland Beach
3614 South Ocean Blvd.
Highland Beach, FL 33487
Telephone: 561-278-4548

RFQ Title: "CONTINUING PROFESSIONAL CONSULTING SERVICES (CCNA)"
RFQ Number: 24-001

RFQ Due: January 10, 2024, NO LATER THAN 2:00 P.M. (LOCAL TIME)

Proposals will be publicly opened and recorded for acknowledgement of receipt, unless specified otherwise, on the date and time indicated above and may not be withdrawn within ninety (90) days after such date and time.

All Contracts entered as a result of this RFQ shall conform to applicable sections of the Town Charter and Town Code of Ordinances.

Name of Firm: Caulfield & Wheeler, Inc.,

Federal I.D. Number: 57-227059

A Corporation of the State of Florida

Telephone No.: 561-392-1452

Mailing Address: 7900 Glades Rd., Ste 100

City / State / Zip: Boca Raton, FL 33434

Email Address: john@cwiasoc.com



Authorized Signature

SERVICES TO BE CONSIDERED

SERVICES TO BE CONSIDERED - PLEASE CHECK OFF EACH TO BE PROVIDED

Civil Engineering

Water/Wastewater/Stormwater

Architecture

Landscape Architecture

Geotechnical

Transportation

Mechanical/Electrical/Plumbing

Other Services (Please list below)

Professional Surveying and Mapping

UAS Operations (Aerial Lidar & Photogrammetry)

Geographic Information Systems (GIS)

CONFIRMATION OF DRUG-FREE WORKPLACE

CONFIRMATION OF DRUG-FREE WORKPLACE

Preference shall be given to businesses with drug-free workplace programs. In order to be considered having a drug-free workplace program, the Firm shall:

- 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 employees 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, and 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 bid 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 bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or 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.



Authorized Signature

ACKNOWLEDGEMENT OF PBC INSPECTOR GENERAL

PALM BEACH COUNTY INSPECTOR GENERAL

ACKNOWLEDGMENT

The Firm is aware that the Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of this contract, and in furtherance thereof may demand and obtain records and testimony from the Firm and its subcontractors and lower tier subcontractors.

The Firm understands and agrees that in addition to all other remedies and consequences provided by law, the failure of the Firm or its subcontractors or lower tier subcontractors to fully cooperate with the Inspector General when requested may be deemed by the Town to be a material breach of this contract justifying its termination.

Caulfield & Wheeler, Inc.,

FIRM NAME

By:  _____

Title: President

Date: 01/02/24

SCRUTINIZED COMPANIES CERTIFICATION FORM

CERTIFICATION PURSUANT TO FLORIDA SECTION 287.135, FLORIDA STATUTES

I, John F. Wheeler, P.E., President, on behalf of Caulfield & Wheeler, Inc. certify
Print Name and Title Company Name

That Caulfield & Wheeler, Inc. does not:
Company Name

1. Participate in a boycott of Israel; and
2. Is not on the Scrutinized Companies that Boycott Israel List; and
3. Is not on the Scrutinized Companies with Activities in Sudan List; and
4. Is not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; and
5. Has not engaged in business operations in Syria.


Submitting a false certification shall be deemed a material breach of contract. The Town shall provide notice, in writing, to the Contractor of the Town's determination concerning the false certification. The Contractor shall have ninety (90) days following receipt of the notice to respond in writing and demonstrate that the determination of false certification was made in error. If the Contractor does not demonstrate that the Town's determination of false certification was made in error then the Town shall have the right to terminate the contract and seek civil remedies pursuant to Florida Statute § 287.135.

Section 287.135, Florida Statutes, prohibits the Town from: 1) Contracting with companies for goods or services in any amount if at the time of bidding on, submitting a proposal for, or entering into or renewing a contract if the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, F.S. or is engaged in a boycott of Israel; and

2) Contracting with companies, for goods or services over \$1,000,000.00 that are on either the Scrutinized Companies with activities in the Iran Petroleum Energy Sector list, created pursuant to s. 215.473, or are engaged in business operations in Syria.

As the person authorized to sign on behalf of the Contractor, I hereby certify that the company identified above in the section entitled "Contractor Name" does not participate in any boycott of Israel, is not listed on the Scrutinized Companies that Boycott Israel List, is not listed on either the Scrutinized Companies with activities in the Iran Petroleum Energy Sector List and is not engaged in business operations in Syria. I understand that pursuant to section 287.135, Florida Statutes, the submission of a false certification may subject the company to civil penalties, attorney's fees, and/or costs. I further understand that any contract with the Town for goods or services may be terminated at the option of the Town if the company is found to have submitted a false certification or has been placed on the Scrutinized Companies with Activities in Sudan list or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List.

Caulfield & Wheeler, Inc.
COMPANY NAME


SIGNATURE

John F. Wheeler, P.E.
PRINT NAME

President
TITLE

PUBLIC ENTITY CRIMES SWORN STATEMENT

SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(A), FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

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 the Town of Highland Beach (the "Town") by:

John F. Wheeler, P.E., President
(Print individual's name and title)

For: Caulfield & Wheeler, Inc.,
(Print name of entity submitting sworn statement)

Whose business address is:

7900 Glades Rd., Ste 100, Boca Raton, FL 33434

And (if applicable) its Federal Employer Identification Number (FEIN) is: 57-227059

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: _____)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), FLORIDA STATUTES, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), FLORIDA STATUTES, means a finding of guilt, 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. A predecessor or successor of a person convicted of a public entity crime; or
- b. an entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one (1) 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 (1) person controls another person.

A person who knowingly enters a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding thirty-six (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 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 (1) 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 Bidder list. (Attach a copy of the final order)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICE FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 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.

Date: 01/02/24

Signature

STATE OF FLORIDA

COUNTY OF Palm Beach

The foregoing instrument was acknowledged before me this 2ND day of JANUARY, 2024, by, as President (title) of Caulfield & Wheeler, Inc. (name of company), on behalf of CORPORATION (type of entity).

who is personally known to me, who produced _____ as identification, who did take an oath, and who acknowledged before me that he executed the same freely and voluntarily for the purposes therein expressed.

Signature

LINDA BEATRICE CORREA
Print Name



NOTARY PUBLIC – STATE OF FL
My Commission Expires: JULY 5, 2024
Commission No.: HH17771

ACKNOWLEDGMENT OF ADDENDUM

ADDENDA ACKNOWLEDGEMENT

TOWN OF HIGHLAND BEACH, FLORIDA

RFQ TITLE: “CONTINUING PROFESSIONAL CONSULTING SERVICES (CCNA)”

RFQ NO.: 24-001

DATE SUBMITTED: 01/10/24

We propose and agree, if this submittal is accepted, to contract with the Town of Highland Beach, in the Contract Form, to furnish all material, means of transportation, coordination, labor and services necessary to complete/provide the work specified by the Contract documents.

Having studied the documents prepared by: The Town of Highland Beach

We propose to perform the work of this Project according to the Contract Documents and the following addenda which we have received:

ADDENDUM	DATE	ADDENDUM	DATE
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

NO ADDENDUM WAS RECEIVED IN CONNECTION WITH THIS RFQ

TAB 9

ADDITIONAL INFORMATION



FLORIDA PROFESSIONAL LICENSE

State of Florida Department of State

I certify from the records of this office that CAULFIELD & WHEELER, INC. is a corporation organized under the laws of the State of Florida, filed on October 19, 1982.

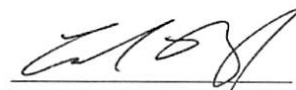
The document number of this corporation is G04926.

I further certify that said corporation has paid all fees due this office through December 31, 2023, that its most recent annual report/uniform business report was filed on January 10, 2023, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

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




Secretary of State

Tracking Number: 8654484575CC

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

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

GENERAL LIABILITY INSURANCE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
4/3/2023

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

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

PRODUCER Celedinas Insurance Group A Marsh & McLennan Agency LLC 4400 PGA Blvd Ste 1000 Palm Beach Gardens FL 33410		CONTACT NAME: PHONE (A/C. No. Ext): 305-591-0090 FAX (A/C. No.): E-MAIL ADDRESS: FLCertificates@MarshMMA.com	
		INSURER(S) AFFORDING COVERAGE	NAIC #
		INSURER A : Continental Casualty Company	20443
		INSURER B : The Continental Insurance Company	35289
		INSURER C :	
		INSURER D :	
		INSURER E :	
		INSURER F :	

INSURED CAULFWHEEL
 Caulfield & Wheeler, Inc.
 7900 Glades Rd Ste 100
 Boca Raton FL 33434

COVERAGES **CERTIFICATE NUMBER:** 1157961672 **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 SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> XCU/Broad Form <input checked="" type="checkbox"/> Contractual Liab GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:		GL6046476113	4/2/2023	4/1/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY		BUA6046435755	4/2/2023	4/1/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000		CUE6046435769	4/2/2023	4/1/2024	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$ PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ we don't write E.L. DISEASE - EA EMPLOYEE \$ the WC Policy. E.L. DISEASE - POLICY LIMIT \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/ MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N <input type="checkbox"/> N/A		AEH591928817	4/1/2023	4/1/2024	Each Claim 3,000,000 Aggregate 3,000,000 Deductible Per Claim 100,000

CERTIFICATE HOLDER Caulfield & Wheeler, Inc. 7900 Glades Road #100 Boca Raton FL 33434	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
--	--

WORKERS COMPENSATION INSURANCE



CERTIFICATE OF LIABILITY INSURANCE

 DATE (MM/DD/YYYY)
 04/19/2023

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

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

PRODUCER Aon Risk Services, Inc of Florida 701 Brickell Avenue, Suite 3200 Miami, FL 33131	CONTACT NAME: Aon Risk Services, Inc of Florida	
	PHONE (A/C, No, Ext): 833-538-2802	FAX (A/C, No):
EMAIL ADDRESS: ADPTS@Aon.com		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A : Illinois National Insurance Co		23817
INSURED ADP TotalSource CO XXIII, Inc. 5800 Windward Parkway Alpharetta, GA 30005 ALTERNATE EMPLOYER Caulfield & Wheeler Inc. 7900 Glades Road, Suite 100 Boca Raton, FL 33434		
INSURER B :		
INSURER C :		
INSURER D :		
INSURER E :		
INSURER F :		

COVERAGES
CERTIFICATE NUMBER: 4390219

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. **LIMITS SHOWN ARE AS REQUESTED.**

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER						EACH OCCURRENCE	\$
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$
							MED EXP (Any one person)	\$
							PERSONAL & ADV INJURY	\$
							GENERAL AGGREGATE	\$
							PRODUCTS - COMP/OP AGG	\$
								\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	\$
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEC <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	WC 034274994 FL	07/01/2023	07/01/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER	E.L. EACH ACCIDENT \$ 2,000,000 E.L. DISEASE - EA EMPLOYEE \$ 2,000,000 E.L. DISEASE - POLICY LIMIT \$ 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 All worksite employees working for CAULFIELD & WHEELER INC., paid under ADP TOTALSOURCE, INC.'s payroll, are covered under the above stated policy. CAULFIELD & WHEELER INC. is an alternate employer under this policy.

CERTIFICATE HOLDER Caulfield & Wheeler Inc. 7900 Glades Road Suite 100 Boca Raton, FL 33434	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 <i>Aon Risk Services, Inc of Florida</i>
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ACORD 25 (2016/03)

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Celebrating
40
years

FOR MORE INFORMATION PLEASE CONTACT :

John F. Wheeler P.E.

PRESIDENT

7900 Glades Rd, Suite 100,
Boca Raton, FL 33484

john@cwiasoc.com

Phone: 561-392-1991

Fax: 561-750-1452

David P. Lindley, P.L.S.

SENIOR VICES PRESIDENT & DIRECTOR OF SURVEYING

7900 Glades Rd, Suite 100,
Boca Raton, FL 33484

dave@cwiasoc.com

Phone: 561-392-1991

Fax: 561-750-1452

REQUEST FOR QUALIFICATIONS FOR

CONTINUING PROFESSIONAL CONSULTING SERVICES (CCNA)

TOWN OF HIGHLAND BEACH | RFQ #24-001

JANUARY 10, 2024





January 10, 2024

Town of Highland Beach
Town Clerk
C/O Skender Coma, Management Analyst
3614 South Ocean Boulevard
Highland Beach, FL 33487

**Re: Continuing Professional, Engineering, Architectural, Landscape Architectural, Surveying
and Mapping Consulting Services
RFQ No.: 24-001**

ALEXANDRIA
ATLANTA
AUSTIN
BOCA RATON
DALLAS/FORT WORTH
DENVER
HOBOKEN
HOUSTON
LAS VEGAS
LOS ANGELES
SALT LAKE CITY
SAN DIEGO

Dear Committee Members:

PGAL is pleased to submit our qualifications for professional architectural and Engineering services consultants on a continuing basis to perform design services, preparation of technical specifications, detailed design plans, construction observation, studies, landscape architectural, and other professional services. We have a great working relationship with the Town staff on your new fire station and renovation of your old fire station. We have a proven successful relationship with many towns & municipalities across Florida and nationally. PGAL has had the opportunity to provide continuing architecture & engineering services for municipal, higher education, K-12 clients for over 23 years.

Our history in providing continuing services contracts with towns & municipal clients have included services ranging from hundreds of interior renovations or upgrades to existing facilities, studies, new sites and facilities, building additions, ADA upgrades, wayfinding, signage, parks and recreational facilities, minor maintenance items, re-roofing's, hardscape features, master plans, urban plans, administrative, technology, and support facilities. PGAL has effectively created innovative environments for numerous towns & municipals clients.

Most recently, we have had the opportunity to assist FAU on over 60 continuing services projects of all sizes (\$20,000 to \$2,000,000) and various scopes that are similar in size and scope for the Architectural & Engineering Services on Continuing Contract. We are also working with the Town of Palm Beach, Parkland, Greenacres, Broward College and most recently awarded Palm Beach State College on Continuing Services projects. We have the team expertise to make sure your guidelines are adhered to and deliver your projects on time and within budget. Most importantly, you will find our dedication, commitment, creativity and passion to servicing you with the utmost care and appreciation for this contract. We offer in-house Planning, Architectural, and Interior Design services from our local office with a full-time staff of over 26 professionals and have continuing relationships with civil engineers, landscape architects and surveyors.

PGAL also brings the right consultants to the mix all of which are currently working with us on the Towns projects. There is no learning curve with these consultants, and we have their expertise available depending on the assignment.

The Consultants proposed are as follow:

- Civil: Kimley-Horn
- Landscape: Kimley-Horn
- Structural: Johnson Structural Group
- MEP/FP: OCI Associates
- Building Envelope & Waterproofing: IBA Consultants
- Acoustical: ED+A Associates
- Survey: Dennis J. Leavy & Associates
- Geotechnical: Thomas Geotechnical Services


It is with heartfelt thanks that we have been given the opportunity to provide the Town of Highland Beach with the professional design services necessary to maintain and enhance your town. We would like nothing better than to continue that relationship with the Town on this Continuing Services Contract and have the technical and design resources required to service your needs quickly and on a day-to-day basis. We appreciate this opportunity to present our credentials and look forward to the possibility of personally meeting with the committee to further demonstrate our enthusiasm, commitment, and “can-do” attitude for this contract.

Sincerely yours,



Samuel J. Ferreri, AIA
Principal

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SECTION 02. PERSONNEL QUALIFICATIONS

SECTION 02. PERSONNEL QUALIFICATIONS

PGAL



City of Greenacres Municipal Complex

PGAL will approach every assignment under the Continuing Services Contract from our long-standing perspective that there are no such things as “small projects”, only small budgets. That means we will be just as concerned about design quality for a \$5,000 or \$50,000 project as we are for the larger assignments. It also means we will be highly accessible, responsive and committed to deadlines whether the assignment is a feasibility study, a minor renovation, a substantial addition or a new facility.

PGAL has a long history of servicing clients through continuing services contracts for almost 25 years in our Boca Raton office. Our longest contract is with Florida Atlantic University which has been renewed for over 20 years and includes all types of work ranging from code analysis to large renovation projects. In addition, PGAL maintains contracts with the Town of Palm Beach, City of Parkland, City of Greenacres, Broward College and most recently Palm Beach State College.

When our team has its first meeting for a new project, we will bring to the table a set of characteristics that have served us well in the past: a deep familiarity with the Town of Highland Beach, a working knowledge of the Town's standards, a solid working relationship with the Town's staff and project managers.

A high priority for PGAL is to create an open dialogue as early as possible between the Design Team, Facilities, and the User Group requesting the project. Our proximity to the Town of Highland Beach facilitates our ability to “be there” for each of these groups as issues arise. Indeed, meetings with your staff are often scheduled the same day as the request. Our first step on each new assignment would be to meet with the assigned Town staff to learn about the initial project scope, budget, and timeline. After this initial meeting, PGAL would conduct an on-site meeting with the User Group to understand the project as a team, to review initial existing conditions and potential impacts to the project based upon Building Code requirements. A follow up meeting would be conducted by PGAL and its design team to document and review in depth the existing conditions, along with available information on file to develop findings report and code analysis. These findings are critical since the majority of the Continuing Services projects are interior renovations to existing buildings. PGAL understands the importance of communication and document coordination because in many cases these projects may be constructed while the building is occupied. Armed with this knowledge, our project approach involves the integration of a very thorough quality control/quality assurance procedure throughout the design process. This is accomplished in numerous ways such as having regularly scheduled team meetings, performing independent technical reviews by senior staff at each submittal phase, and using established drawing and specification checklists. We recognize the importance of code analysis to identify any potential

02. TEAM COMPOSITION

impacts to the project since any proposed improvement cannot negatively impact the building as a whole or create an area of noncompliance. Over time, PGAL has developed an extensive working knowledge of the relevant Building Codes and the small nuances of local plan reviewers including first-hand knowledge with the town building staff. This allows us to be proactive with design solutions during the design phase, rather than reactive later, which can affect costs. We also recognize that cost constraints and attention to financial parameters are perhaps even more critical for lower-budget projects than for mega-projects. Every single dollar must be counted – and recounted. Our team will closely monitor costs by reviewing the Contractor’s cost estimates.

We will then compare the Contractor’s estimate to our own cost database to ensure that the design stays within the allotted project budget. We will also track costs as the project moves forward to make sure costs stay on track. Just as important, we will track each project as it progresses to make sure it remains true to the intent and expectations of the Town of Highland Beach and the User Groups it will serve.

A TEAM WITH BUILT-IN CHECKS AND BALANCES FOR COST CONTROL

Our principal-in-charge, together with our Project Management and Quality Assurance head will also monitor the project regularly to make sure that the level of our documents allows us to gain real cost data phase-by-phase beginning as early as 35% design. By delivering expanded design drawings, we leave “nothing to chance.”

Samuel Ferreri and Joby Balint are hands-on managers who values and understand the importance of getting the job done on time and budget. They are thoroughly adept at anticipating, reviewing, measuring, and adjusting scope



Samuel J. Ferreri, AIA
Principal-In-Charge



Joby Balint, AIA, LEED AP
Project Manager

Your Hands-On Managers!

needs as required or directed, and easily managing the team pulse, output efficiency, and quality from inception to completion.

To prevent errors and omissions, PGAL institutes the following procedures on a regular basis:

- › **ADEQUATE IN-HOUSE RESOURCES** are provided to meet schedule and budget. Team architects are physically located in an open studio to enhance communication.
- › **THE ARCHITECTURAL PROGRAM WILL BE VERIFIED** before design begins to make sure that the client and the architect both fully understand the program.
- › **A KICK-OFF WORKSHOP** is held with the entire team, including all disciplines and specialty consultants, to create a common understanding of the design issues, and establish clear lines of communication.
- › **THE PROJECT MANAGER AND PRINCIPAL HOLD BIWEEKLY MEETINGS** with the client and senior staff as well as with team engineers to discuss design progress and issues. Daily Communication continues by phone, and e-mail. Meeting notes are distributed after each meeting
- › **THE PROJECT ARCHITECT COORDINATES THE ENGINEERING DRAWINGS**, checking on progress and maintaining a tracking system on deadline completions.
- › **THE DESIGN PRINCIPAL HOLDS AN INTERNAL SCHEMATIC DESIGN REVIEW** to ensure that good design principles have been followed and that the design specifically meets the client’s program requirements.
- › **SYSTEMATIC REVIEWS OF THE SCHEMATIC DESIGN AND DESIGN DEVELOPMENT DOCUMENTS** are made with the client and formal agreements are made upon any changes.
- › **A DETAILED, INDEPENDENT QUALITY CONTROL REVIEW** is made by the Quality Assurance Director at each major phase of documentation.
- › **CAREFUL AND SYSTEMATIC REVIEW IS MADE OF ALL CALCULATIONS AND OTHER DETAILS.** Any problems that develop are immediately corrected at whatever stage they occur.
- › **COMPUTER-AIDED DRAFTING STANDARDS AND PROTOCOLS**, as well as protocols for uniform preparation of specifications are provided to each sub consultant. The Project Architect will monitor the use of sub consultant in-house quality control procedures.

The following resumes will show the qualifications of our team.



SAMUEL J. FERRERI AIA PRINCIPAL-IN-CHARGE



EDUCATION

Masters of Art in Architecture, University of Florida

Bachelor of Science in Architectural Studies, Florida A&M University

Associate of Arts, University of Florida

REGISTRATION/ LICENSES

Registered Architect Florida No. AR0010011

With over 40+ years of experience in the field, Sam Ferreri has been continuously involved in the programming and design of civic and continuing services projects. As Principal Architect, Sam co-manages our Boca Raton office and heads up our civic design team. Sam brings the perspective of 34 years experience as an elected official to the understanding of how civic buildings function and are maintained. In addition, Sam has exclusive experience with civic and essential buildings including Master planning, needs assessments, libraries, civic center, city hall, fire stations, and operations centers. As a hands-on principal, Sam is intimately involved in the programming and planning process

PROJECT EXPERIENCE

- › **Town of Palm Beach Continuing Service Contract**
Year(s) Involved: 2022-Ongoing; Role: Principal-In-Charge
- › **City of Greenacres Continuing Service Contract**
Year(s) Involved: 2021-Ongoing; Role: Principal-In-Charge
- › **FAU Continuing Services Contract**, Various Campuses Throughout South FL
Year(s) Involved: 2012-Ongoing; Role: Principal-In-Charge
- › **Broward College Continuing Services**, Various Campuses Throughout South Florida
Year(s) Involved: 2022-Ongoing; Role: Principal-In-Charge
- › Town of Highland Beach Fire Station - Highland Beach, FL
- › Town of Hillsboro Beach, Town Hall Renovations, Hillsboro Beach, FL





JOBY BALINT AIA, LEED AP, NCARB PROJECT MANAGER

Joby has been involved in design, quality-control and project management for over 28 years in the South Florida region, including 23 years with PGAL. He brings strong civic expertise and project management to the team, developed over the years in PGAL. Joby has managed and led the production of numerous municipal projects, both new construction and renovations working closely with facilities and end-users; with the goal that program, budget and schedule requirements have been achieved. Multiple project renovations occurred in buildings that were required to remain operational during construction.

EDUCATION

Bachelor of Architecture
Auburn University

Bachelor of Science
in Construction
Management, Auburn
University

REGISTRATION/ LICENSES

Registered Architect
Florida No. AR98964

LEED Accredited
Professional Building
Design + Construction

PROJECT EXPERIENCE

- › **Town of Palm Beach Continuing Service Contract**
Year(s) Involved: 2022-Ongoing; Role: Principal-In-Charge
- › **City of Greenacres Continuing Service Contract**
Year(s) Involved: 2021-Ongoing; Role: Principal-In-Charge
- › Town of Highland Beach Fire Station - Highland Beach, FL
- › Aventura City Hall Renovations to Police Training Facility - Aventura, FL
- › City of Miramar Multi-Service Center and Fire Station - Miramar, FL
- › City Hall Master Plan, City Hall and Public Works Municipal Complex - Greenacres, FL
- › South County Courthouse Expansion - Delray Beach, FL





BRITTNEY FERREN RID, RA, NCIDQ, NCARB INTERIOR DESIGNER



EDUCATION

Bachelor of Architecture,
University of Miami

REGISTRATION/ LICENSES

Registered Interior
Designer
Florida No. ID6500

Registered Architect
Florida No. AR98964

International Interior
Design Association

Architect, Interior Designer and PGAL Senior Associate, Brittney Ferren, has 20 years of experience including interior programming, space planning, design, construction documentation and project management. Her work includes community centers, numerous auditoriums, performance arts facilities, libraries, and town and government centers. Brittney's designs create memorable spaces which maintain sustainability, budget, comfort and aesthetics for all users. Several of her project's designs have been recognized by FEFPA, ASID, and IIDA, among others. Brittney serves as the President elect for the Florida Chapter Association For Learning Environment and Director of Legislative Advocacy for South Florida Chapter of IIDA.

PROJECT EXPERIENCE

- › **Town of Palm Beach Continuing Service Contract**
Year(s) Involved: 2022-Ongoing; Role: Principal-In-Charge
- › **City of Greenacres Continuing Service Contract**
Year(s) Involved: 2021-Ongoing; Role: Principal-In-Charge
- › **FAU Continuing Services Contract**, Various Campuses Throughout South FL
Year(s) Involved: 2012-Ongoing; Role: Principal-In-Charge
- › **Broward College Continuing Services**, Various Campuses Throughout South Florida
Year(s) Involved: 2022-Ongoing; Role: Principal-In-Charge
- › Town of Highland Beach Fire Station - Highland Beach, FL



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SECTION 03. PAST EXPERIENCE

SECTION 03. PAST EXPERIENCE



PGAL has worked on a wide array of renovations and expansion programs where maintaining operations is critical. In all cases we assign a phasing specialist to work with us throughout the design phase and have a full-time on-site construction administrator to keep the project on-course from start to finish. One of the key ingredients at the onset of the project is conducting a thorough analysis of existing materials, structure, operating systems, and campus and/or historical context to determine specific approaches and techniques for each modification/addition project.

PGAL has extensive experience working with various local, county, and state governments as well as continuing services.

Project Name	City	State	Size (SF)	Cost	Completed
Aventura City Hall/Police Training Complex	Aventura	FL	4,000	\$3.9M	2012
Aventura Cultural Arts Center	Aventura	FL	14,864	\$7M	2010
Aventura Government Center Parking Garage	Aventura	FL	208-spaces	\$3.9M	2012
Arlington Fire Station #1	Arlington	TX	17,600	\$12M	Ongoing
Athens Cain Center	Athens	TX	49,000	\$9.3M	2023
Alto Lee Adams, Sr. United State Courthouse	Fort Pierce	FL	123,400	\$42M	2010
Baytown EMS Addition/Renovation	Baytown	TX	6,000	\$1M	2010
Baytown New 911 Communication + Information Services Data Center	Baytown	TX	17,900	\$8.8M	2016
Baytown Police Department Renovation	Baytown	TX	6,250	\$500K	2009
Bellaire Central Fire Station + EOC	Bellaire	TX	18,000	\$4M	2010
Bellaire Municipal Courts + Police Station	Bellaire	TX	30,800	\$8.3M	2019
City of Boca Raton Municipal Police + Fire Training	Boca Raton	FL	140,000	\$28M	2008
City of Boca Raton Downtown Library	Boca Raton	FL	42,000	\$9.8M	2011
Broward County Supervisor of Elections Building (SOE)	Ft. Lauderdale	FL	135,362	\$32.2M	2024
Broward County Airport/Seaport Fire Rescue Station + Logistical Warehouse	Dania Beach	FL	39,500	\$12.8M	2008
Broward County Courthouse Garage (Design/Build)	Ft. Lauderdale	FL	1.9-acre	\$23M	2014
Broward Sheriff's Office 17/27 West Park Fire Station	West Park	FL	11,400	\$5.2M	2008
Broward Sheriff's Office Everglades Fire Station	Everglades	FL	6,900	\$5.1M	2008
Broward Sheriff's Office Hazmant/TRT/Special Operations Fire Rescue Station + Training Tower	Ft. Lauderdale	FL	16,700	\$10.2M	2008
Broward County North Lauderdale Library	Ft. Lauderdale	FL	20,000	\$3M	2001
City of Cedar Hill Library, Museum + Signature Park	Cedar Hill	TX	40,000	Confidential	Ongoing
City of Richardson Senior Center	Richardson	TX	21,000	\$5.5	2021
Clark County Fire Station Prototype Design + Fire Station #16 Replacement	Las Vegas	NV	11,869	\$4.1M	2015
Clark County Fire Station #30	Las Vegas	NV	12,000	\$5.1M	2019
Clark County Fire Station #35/Summerlin Village #15	Las Vegas	NV	15,000	\$7.6M	2019
City of Greenacres City Hall and Public Works Complex	Greenacres	FL	19.5-acre	\$4.9M	2005
City of Greenacres Fire Station #94 Renovation	Greenacres	FL	2,000	\$500K	Pending Founding
City of Delray Beach Fire Station #113	Delray Beach	FL	15,857	\$9.9M	2024
City of Stuart Fire Station #3	Stuart	FL	6,700	\$4M	2024

Project Name	City	Size (sf)	Cost	Completed
City of Round Rock Library	Round Rock	67,000	\$34	2022
City of Princeton Steven + Judy Deffibaugh Community Center Renovation	Princeton	4,000		2021
City of Deer Park EMS Annex	Deer Park	10,500	\$3.6	2019
City of Allen Fire Station #5	Allen	10,500	\$3.3M	2012
City of Allen Police Building Expansion	Allen	36,000	\$6.2M	2002
City of Allen Central Fire Station and Renovation	Allen	14,188	\$6M	2020
City of Allen Public Library and Civic Auditorium	Allen	10-acre	\$7.8M	2005
City of Austin Davenport Ranch Fire + EMS Station	Austin	12,500	\$10M	2023
City of Austin County ESD Fire Station #2	Austin	12,000	\$2M	2010
City of Austin Fire Station #51	Austin	15,000		2021
City of Las Vegas Municipal Courthouse	Las Vegas	138,000	\$42M	2020
City of Bellaire Municipal Facility Complex	Ballaire	55,000	\$8.3	2019
City of College Station Police Headquarters	College Station	63,625	\$25M	2019
City of Dayton Public Safety Campus	Dayton	30,000	\$7M	2018
City of Pearland Delores Fenwick Nature Center	Pearland	8,800	\$2.5M	2018
City of Seguin Library	Seguin	43,000	\$11.5M	2016
Clark County Fire Station Prototype Design + Fire Station #16	Las Vegas	11,869	\$4.3M	2016
Clark County Fire Station #30	Las Vegas	12,000	\$5.1M	2019
Clark County Fire Station #35/Summerlin Village #15	Las Vegas	15,000	\$7.6M	2019
City of Conroe Fire Station #7	Conroe	11,000	\$7.2M	2018
City of Conroe Fire Station #8	Conroe	FM 3083	\$6.5M	Ongoing
City of Conroe Fire Training Facility	Conroe	20.95-acre	\$3M	2017
City of Conroe Public Safety + Courts Facility	Conroe	76,100	\$24.3M	2016
City of Conroe Police Training Classroom Building	Conroe	20,800	\$6.9M	2021
City of Carrollton Senior Center Renovation	Carrollton	17,300	\$1.5M	2016
City of Henderson Forensic Science Center - Crime Lab	Henderson	69,000	\$22.5M	2015
City of Liberty Police Station	Liberty	10,000	\$2.4M	2014
City of Dallas Fretz Park Library	Dallas		\$3.4M	2015
City of League City Public Safety Building	League City	74,000	\$30M	2014
Deer Park EMS Annex	Deer Park	10,500	\$3.6M	Ongoing
City of Port Neches Fire Station	Port Neches	11,773	\$2.7M	2014
City of Cedar Park City Hall Complex	Cedar Park	Existing	\$4M	2013
City of League City Fire Station #2	League City	9,200	\$2.3M	2014
City of Houston 911 Police/Fire Dispatch Facility	Houston	128,000	\$24M	2002
City of Houston Fire Station #24	Houston	12,000	\$4.9M	2009
City of Houston Bethel Park	Houston	Existing	\$3M	2013
City of Webster Fire Station	Webster	18,000	\$4.5M	2013
City of West University Place City Hall + Police Department Complex	W.University Place	19,000	\$5.6M	2010
City of Greenacres Municipal Complex	Greenacres	34,100	\$4.92M	2008
City of Greenacres Continuing Services	Greenacres	Varies	Varies	Ongoing
City of Melbourne Fire Station #72, 73, 75 & 76 Design Criteria Package	Melbourne	Varies	Varies	Ongoing
City of Stuart Fire Station #3	Port St. Lucie	8,000	\$3.9M	Ongoing

Project Name	City	State	Size (sf)	Cost	Completed
City of Navasota Municipal Complex	Navasota	TX	30,000	\$6.3M	2011
Collin County Jack Hatchell Administration Building	McKinney	TX	91,000	\$16.8M	2009
City of Fort Worth Animal Care + Control Facility	Fort Worth	TX	30,700	\$13.2M	2022
City of Athens Cain Center	Athens	TX	49,000	\$7.44	2022
City of San Marcos Library Renovation and Expansion	San Marcos	TX	27,000	\$14M	2022
City of Frisco Municipal Court Adaptive Re-Use	Frisco	TX	17,395	\$10	2021
City of Frisco Police Headquarters	Frisco	TX	94,000	\$14.8M	2005
Denton County EOC Renovation	Denton	TX	18,500	\$1.2M	2005
DFW Public Safety HQ	Dallas/Fort Worth	TX	130,000	\$50M	2019
East Aldine District Office Building + Tower Center Park	Houston	TX	24,382	\$12.5M	2020
East Harris County Emergency Communications Center	Channelview	TX	17,847	\$3M	2017
Echelon Above Brigade, Unaccompanied Enlisted Personnel Housing (UEPH)	Fort Campbell	TX	204,638	\$51M	2014
Farmer's Branch Replacement Fire Station #2	Farmers Branch	TX	11,000	\$5.6M	2020
FIU Police Department + EOC Expansion	Miami	FL	12,560	\$6.6M	Ongoing
Fort Bend County Emergency Communications Center Renovation/Expansion	Richmond	TX	5,600	\$2.6	2011
Fort Bend County Justice Center	Richmond	TX	265,000	\$81M	2018
Fort Worth Animal Care + Control Facility	Fort Worth	TX	30,700	\$13.2M	2022
Fort Lauderdale Fire Station #54	Ft. Lauderdale	FL	10,000	\$4.6M	2018
Fort Lauderdale Fire Station #49 Replacement	Ft. Lauderdale	FL	12,000	\$2.8M	2008
Federal Reserve Bank of Dallas + Houston Branch	Houston	TX	280,000	\$145M	2005
Garland Police + Courts	Garland	TX	133,500	\$24M	2003
Greater Harris County Huntsville 911 Emergency Network	Huntsville	TX	4,560	\$4.4M	2015
Greater Harris County 911 Tom Bass Building (LEED Silver)	Houston	TX	48,600	\$16M	2009
Gardens Branch Library	West Palm Beach	FL	24,000	\$8.9M	2010
Harris County/City of Houston Joint Radio Communications Facility	Houston	TX	26,900	\$4M	2015
Harris County/Houston Joint Processing	Houston	TX	246,000	TBD	2017
Harris County 1910 Courthouse	Houston	TX	162,360	\$44M	2012
Harris County Criminal Justice Center	Houston	TX	21-story	\$72M	1999-2009
Harris County Civil Courthouse	Houston	TX	17-story	\$110M	2008
Hedwig Village Police Department	Hedwig Village	TX	12,065	TBD	2016
Henderson Forensic Sciences Center	Henderson	NV	59,000	N/A	2017
Helen Miller Center	Opa-Locka	FL	6,000	\$2.5M	2013
Houston Fire Station #24	Houston	FL	\$12,000	\$5M	2010
Lauderhill Public Safety Complex	Lauderdale	FL	25,000	3.2M	2004
League City Public Safety Building	League City	TX	73,000	\$24.4M	2014
Liberty Police Station	Liberty	TX	10,000	\$2.4M	2014
Montgomery County Forensic Center	Conroe	TX	25,000	\$11.6M	2023
Miramar Multi-Service Center	Miramar	FL	12,500	\$14M	2010
Miramar Police Headquarters Interior Design Services	Miramar	FL	65,000	\$20M	2016
Miramar Fire Station #19	Miramar	FL	12,500	\$14M	2008

Project Name	City	State	Size (sf)	Cost	Completed
McKinney Public Safety Building	McKinney	TX	84,000	\$17.6M	2006
Miami Beach Workforce Housing	Miami Beach	FL	70,000	\$20M	Ongoing
Navasota Police, Courts + Dispatch Facility	Navasota	TX	30,000	\$4M	2011
Palm Beach County Animal Care + Control	West Palm Beach	FL	85,000	Confidential	Ongoing
Palm Beach County South County Courthouse	Delray Beach	FL	100,000	\$35M	2008
Palm Beach County Fire Rescue Implementation	Various	FL	Various	Various	Ongoing
Pasadena Crime Lab	Pasadena	TX	8,750	\$1.4M	2004
Pearland Public Safety Building	Pearland	TX	80,000	\$18M	2007
Port Arthur Police, Courts + Fire Reno/Exp	Port Arthur	TX	7,500	\$1.7M	2011
Port Freeport EOC	Freeport	TX	5,500	\$2.8M	2013
Port Neches Fire/EOC	Port Neches	TX	11,773	\$2.7M	2014
Sealy Police Department	Sealy	TX	7,500	\$1.9M	2012
So Montgomery County ESD 8 Fire Station 11-2	Spring	TX	10,000	\$2.8M	2013
So Montgomery County ESD 8 Fire Station 11-4 Renovation + Addition	Spring	TX	14,411	\$1.1M	2015
So Montgomery County ESD 8 Fire Station 11-3	Spring	TX	30,000	\$8.3M	2015
Stuart Public Safety Complex	Stuart	FL	50,300	\$6.5M	2007
Sugar Land Communication Center Reno.	Sugar Land	TX	800	\$190K	2000
Sugar Land Police, Courts, Dispatch, EOC	Sugar Land	TX	70,000	TBD	2018
Sugar Land Police + Courts Reno.	Sugar Land	TX	58,000	\$4M	2002
Town of Highland Beach Fire Station	Highland Beach	FL	9,500	\$8.1M	Ongoing
Town of Palm Beach Public Works Building Renovation	West Palm Beach	FL	5,000	\$1M	Ongoing
Town of Palm Beach Continuing Services	West Palm Beach	FL	Various	Various	Ongoing
UH Public Safety Facility Needs Assess.	Houston	TX	11,000	N/A	2011
UNLV Gateway Police Substation	Las Vegas	NV	10,422	\$2M	2019
United Airlines Station Operations Center at IAH	Houston	TX	n/a	\$2.1	2015
Victoria County EOC	Victoria	TX	13,000	\$1.5M	2011
Valerios at Crystal Lake EMS Facility	Deerfield Beach	FL	3,500	\$1.6M	2022
W Blatch/J Lyons Fire Station #27	Ft. Lauderdale	FL	11,400	\$5.2	2008
Webster Fire Station + Emergency Center	Webster	TX	22,800	\$4.8M	2013
West University Place City Hall, Police + Fire Reno/Add.	W University Place	TX	32,400	\$5.6M	2011

JM FAMILY ENTERPRISE

JM FAMILY HEADQUARTER MASTER PLAN



Deerfield Beach, Florida

FIRM ROLE

Prime

CONSTRUCTION COST

\$150 million

SERVICES

Site Planning, Master Planning, Programming, Architectural Design

CONSTRUCTION COMPLETION DATE

N/A

PGAL served as architect for the new design-build corporate campus for JM Family Enterprises with Kaufman Lynn Construction. PGAL was first selected for JM's new conference and training center and was tasked with **developing a 50-year master plan** for the corporation. Working closely with JM Family's Design, Construction and Real Estate Group, PGAL developed multiple options for the campus master plan; the goal was to take a suburban corporate park that had been developed over 50 years to a cohesive, pedestrian-friendly campus. The result was the development of three 87,000 S.F, four-story office buildings representing each of the three business units. The buildings are connected via the "Nest" - the corporate meeting and dining facility with an 832-car structured parking. The buildings were designed with state-of-the-art technology and flexibility for easy reconfiguration to adapt to future needs of the corporation.

The campus is designed to obtain a LEED Gold certification and WELL certification with a photovoltaic array on the garage and office buildings. Samuel (Sam) J. Ferreri, AIA, Principal of PGAL and lead designer on the project states, "Architects rarely in their careers have the opportunity to work with clients that strive to create the most sustainable, healthy, and dynamic work environment for their employees. JM was open to and encouraged fresh, out-of-the-box ideas, at the same time, respecting the 50-year history of the corporation and culture. I was excited to bring several innovations to the project, including cisterns that help store rainwater for irrigation that were able to be expressed in the architecture and create outdoor spaces to expand the work environment such as performance steps and water features.



FLORIDA ATLANTIC UNIVERSITY CONTINUING SERVICE CONTRACT



Boca Raton, Florida

FIRM ROLE

Prime

CONSTRUCTION COST

Varies (all projects are \$4 million and under)

SERVICES

Site Planning, Master Planning, Programming, Architectural Design, Interior Design, Construction Administration, Visualization, Sustainable Design, Workshop Facilitation, Building Information Modeling

CONSTRUCTION COMPLETION DATE

Ongoing

PGAL has continuously worked on small and large scale projects for Florida Atlantic University since 1996.

PGAL has demonstrated for over 28 years the knowledge and capability to provide a comprehensive range of architectural services which include: Master Planning, Feasibility Studies, Design Services, Construction Documentation, Bidding and Contract Negotiation, Construction Administration, Sustainability, and Code Compliance.

In addition to the projects listed below on the continuing services contract, we recently completed the new state of the art STEM building, Stiles-Nicholson Brain Institute located at Florida Atlantic University’s Jupiter Campus,

See the following pages for an in depth list of the continuing services projects PGAL has been successfully involved on.



FAU EXPERIENCE & PERFORMANCE RECORD



Project	Arch Interiors	Finishes + Millwork	ADA Upgrades	Window Replacement	Roof Replacement	Exterior Repairs	Mechanical Systems	Electrical Systems	Lighting	Plumbing Systems	Fire Alarm + Sprinkler	Low Voltage Systems	Paving + Drainage	Construction Cost/ Fee	Start Date	End Date
Administration Building 10 Door Relocation Suite 201	X													\$2,500 (Fee)	2020	2020
Administration Building 10 Office Renovation Suite 201	X	X												\$12,165 (Fee)	2013	2013
Barbershop Building PV77 Relocation	X	X					X	X	X	X	X			\$34,420 (Fee)	2018	2018
Batting Cage Facility Study						X		X						\$3,500 (Fee)	2016	2016
Boca Raton Campus Master Plan Update	n/a													\$74,585 (Fee)	2008	2008
Bookstore Entry Canopy Renovation						X			X					\$7,415 (Fee)	2018	2018
Building 1 Addition	X	X				X	X	X	X	X	X	X	X	\$65,000 (Fee)	1999	2001
Building 10, Suite 201 Door Modification	X													\$2,500 (Fee)	2020	2020
Building 8 Business Services Renovation	X	X	X				X	X	X	X	X			\$22,800 (Fee)	2013	2014
Building 9 Card Access Control	X													\$4,500 (Fee)	2013	2013
Building 10 Purchasing Dept Renovation	X													\$5,900 (Fee)	2013	2013
Building 22 Help Desk Modifications	X	X												\$2,100 (Fee)	2013	2013
Building 79 Accordion Partition	X													\$900 (Fee)	2012	2012
Building 80 Registrar Entry Renovations	X	X												\$3,500 (Fee)	2012	2012
Career Development Building 80 Renovation	X	X	X				X	X	X					\$24,250 (Fee)	2015	2015
Center for Online + Continuing Education, Boca Campus	X	X					X	X	X		X			\$32,910 (Fee)	2020	Ongoing
Center for Online + Continuing Education, Davie Campus	X	X					X	X	X		X			n/a	2021	2021
Centre Market Re-roof Bldg 31					X									\$24,600 (Fee)	2013	2014
Chick-Fil-A + Einstein Brothers Reno	X	X	X				X	X	X	X	X			\$100,892.50 (Fee)	2014	2014
College of Business Office Depot Reno	X	X					X	X	X		X			\$18,875 (Fee)	2012	2013
College of Engineering GY38 Boiler Canopy						X	X	X						\$4,500 (Fee)	2020	Ongoing
College of Engineering Life Safety Plan	X													\$3,420 (Fee)	2020	2020
College of Medicine Simulation Lab Reno	X	X					X	X	X	X	X			\$19,760 (Fee)	2016	2017
Commons Building	X	X					X	X	X	X		X		\$74,924 (Fee)	1998	1999
Communications + Marketing Building 10 & Entry Reno	X	X	X				X	X	X		X			\$815,000 (Construction Cost)	2014	2015
Copy Center + Barbershop Reno	X	X					X	X	X	X				\$37,400 (Fee)	2015	2016
Davie Campus Departments Consolidation & Relocation Reno	X	X					X	X	X		X			\$98,000 (Fee)	2013	2013
Davie Campus Master Plan Update	n/a													\$128,327 (Fee)	2003	2004
DeSantis Building 1 st + 2 nd Floor Reno	X													\$7,200 (Fee)	2014	2014
Env Health & Safety Bldg 85 Reno	X					X	X	X						\$17,170 (Fee)	2013	2014

FAU EXPERIENCE & PERFORMANCE RECORD



Project	Arch Interiors	Finishes + Millwork	ADA Upgrades	Window Replacement	Roof Replacement	Exterior Repairs	Mechanical Systems	Electrical Systems	Lighting	Plumbing Systems	Fire Alarm + Sprinkler	Low Voltage Systems	Paving + Drainage	Construction Cost/ Fee	Start Date	End Date
Administration Building 10 Door Relocation Suite 201	X													\$2,500 (Fee)	2020	2020
Administration Building 10 Office Renovation Suite 201	X	X												\$12,165 (Fee)	2013	2013
Barbershop Building PV77 Relocation	X	X					X	X	X	X	X			\$34,420 (Fee)	2018	2018
Batting Cage Facility Study						X		X						\$3,500 (Fee)	2016	2016
Boca Raton Campus Master Plan Update	n/a													\$74,585 (Fee)	2008	2008
Bookstore Entry Canopy Renovation						X			X					\$7,415 (Fee)	2018	2018
Building I Addition	X	X				X	X	X	X	X	X	X	X	\$65,000 (Fee)	1999	2001
Building 10, Suite 201 Door Modification	X													\$2,500 (Fee)	2020	2020
Building 8 Business Services Renovation	X	X	X				X	X	X	X	X			\$22,800 (Fee)	2013	2014
Building 9 Card Access Control	X													\$4,500 (Fee)	2013	2013
Building 10 Purchasing Dept Renovation	X													\$5,900 (Fee)	2013	2013
Building 22 Help Desk Modifications	X	X												\$2,100 (Fee)	2013	2013
Building 79 Accordion Partition	X													\$900 (Fee)	2012	2012
Building 80 Registrar Entry Renovations	X	X												\$3,500 (Fee)	2012	2012
Career Development Building 80 Renovation	X	X	X				X	X	X					\$24,250 (Fee)	2015	2015
Center for Online + Continuing Education, Boca Campus	X	X					X	X	X		X			\$32,910 (Fee)	2020	Ongoing
Center for Online + Continuing Education, Davie Campus	X	X					X	X	X		X			n/a	2021	2021
Centre Market Re-roof Bldg 3I					X									\$24,600 (Fee)	2013	2014
Chick-Fil-A + Einstein Brothers Reno	X	X	X				X	X	X	X	X			\$100,892.50 (Fee)	2014	2014
College of Business Office Depot Reno	X	X					X	X	X		X			\$18,875 (Fee)	2012	2013
College of Engineering GY38 Boiler Canopy						X	X	X						\$4,500 (Fee)	2020	Ongoing
College of Engineering Life Safety Plan	X													\$3,420 (Fee)	2020	2020
College of Medicine Simulation Lab Reno	X	X					X	X	X	X	X			\$19,760 (Fee)	2016	2017
Commons Building	X	X					X	X	X	X		X		\$74,924 (Fee)	1998	1999
Communications + Marketing Building 10 & Entry Reno	X	X	X				X	X	X		X			\$815,000 (Construction Cost)	2014	2015
Copy Center + Barbershop Reno	X	X					X	X	X	X				\$37,400 (Fee)	2015	2016
Davie Campus Departments Consolidation & Relocation Reno	X	X					X	X	X		X			\$98,000 (Fee)	2013	2013
Davie Campus Master Plan Update	n/a													\$128,327 (Fee)	2003	2004
DeSantis Building 1 st + 2 nd Floor Reno	X													\$7,200 (Fee)	2014	2014
Env Health & Safety Bldg 85 Reno	X					X	X	X						\$17,170 (Fee)	2013	2014

FAU EXPERIENCE & PERFORMANCE RECORD



Project	Arch Interiors	Finishes + Millwork	ADA Upgrades	Window Replacement	Roof Replacement	Exterior Repairs	Mechanical Systems	Electrical Systems	Lighting	Plumbing Systems	Fire Alarm + Sprinkler	Low Voltage Systems	Paving + Drainage	Construction Cost/ Fee	Start Date	End Date
Fleming Hall/College of Business – Lab 201 Reno	X	X					X	X			X			\$16,700 (Fee)	2016	2017
GY38 Gym Locker Room Reno	X	X	X				X	X	X	X	X			\$34,693 (Fee)	2019	Ongoing
HBOI Pedestrian Walkway Modification													X	\$7,690 (Fee)	2013	2014
Housing Chiller Plant Upgrades	X					X	X	X	X	X			X	\$28,750 (Fee)	2017	2017
Housing Reroofing – 4 Buildings						X	X							\$218,815 (Fee)	2014	Ongoing
Inst. Effectiveness + Analysis Modifications	X	X					X	X	X	X	X			\$17,795 (Fee)	2013	2014
International Student Services Bldg 80, STE 214 + 215	X	X					X	X	X	X	X			\$18,600 (Fee)	On Hold	
IVA Green Screen & Passive Park Reno						X			X				X	\$27,750 (Fee)	2014	2015
JJ Red Hots Reno	X	X					X	X	X	X	X			\$10,2000 (Fee)	2013	2014
Jupiter Campus Fish Lab, Bldg MC#19, FAU Research Facility							X	X		X	X			\$81,000 (Fee)	2020	2021
Lab Renovation, Bldg 71, STE 317 + 322	X	X	X				X	X	X	X	X			\$100,000 (Fee)	2018	2019
Library Building LY-3 Restroom Reno	X	X	X				X	X	X		X			\$9,820 (Fee)	2013	2014
Library Restroom Reno 1 st 2 nd & 3 rd Floor	X	X	X				X	X	X		X			\$208,000 (Fee)	2013	2014
Library Restrooms ADA Study	X		X											\$3,000 (Fee)	2013	2014
Library Advocacy Offices Reno	X	X					X	X	X		X			\$7,295 (Fee)	2013	2014
Medical School Genius Center	X	X					X	X	X	X				\$31,805 (Fee)	2018	2019
New Cafe Design Tech Runway Bldg	X													\$4,000 (Fee)	2019	2019
New Outtakes Store Student Union	X	X					X	X	X	X	X			\$36,970 (Fee)	2019	2019
Ombudsman Office Reno	X	X					X	X	X		X			\$8,900 (Fee)	2011	2011
OSHER Lifelong Learning Center	X	X	X		X	X	X	X	X	X	X			\$1.8 million (Construction Cost)	2017	2018
Pantry Kitchen at Tech Runway Reno	X	X	X				X	X	X	X				\$4,500 (Fee)	2019	2019
Parking & Transportation Bldg SU80	X	X					X	X	X		X	X		\$6,000 (Fee)	2017	2018
Police Building 69 Reno	X	X					X	X	X		X			\$17,800 (Fee)	2017	2019
Police Dispatch Area Reno	X						X	X	X					\$18,800 (Fee)	2011	2011
President's House Int./Ext. Modifications	X	X						X						\$14,700 (Fee)	2013	2014
Purchasing Department Reno	X	X						X						\$5,900 (Fee)	2013	2013
Science Engineering Bldg 43 Reno	X	X					X	X	X					\$10,450 (Fee)	2015	2016
School of Social Work Reno	X	X					X	X	X					\$2 million (Construction Cost)	2017	2019
Starbucks Remodel Bldg 8	X	X					X	X	X	X	X			\$17,100 (Fee)	2015	2016
Student Health Services Bldg 8W	X	X					X	X	X					\$18,840 (Fee)	2014	2014
Wendy's Remodel Building 8	X	X												\$7,600 (Fee)	2015	2016

BROWARD COLLEGE

CONTINUING SERVICE CONTRACT



Davie, Florida

FIRM ROLE

Prime

CONSTRUCTION COST

Varies (all projects are \$4 million and under)

SERVICES

Site Planning, Master Planning, Programming, Architectural Design, Interior Design, Construction Administration, Visualization, Sustainable Design, Workshop Facilitation, Building Information Modeling

CONSTRUCTION COMPLETION DATE

Ongoing

PGAL was recently awarded the Continuing Service contract with Broward College to provide full professional design and a comprehensive range of architectural services which include: Master Planning, Feasibility Studies, Design Services, Construction Documentation, Bidding and Contract Negotiation, Construction Administration, Sustainability, and Code Compliance.

Below is a list of the current projects working with the College.

Building B-19 – Central Campus Student Services Building

- Restroom Renovation on two sets of existing restrooms
- Modify to make restrooms ADA compliant
- Modify finishes to current College finish standards
- Replace all fixtures
- Replace all toilet partitions
- Reconfigure primary restroom group to add a family restroom
- Reconfigure primary custodial room to be accessed from common space instead of from inside a restroom

Building B-04 – Bailey Concert Hall

- Demolish multiple small restrooms and add new consolidated bank of restrooms to replace those being demolished
- Convert former restroom locations into usable areas for College
- Reconfigure corridors and egress paths to accommodate restroom changes
- Provide handicapped accessible restrooms

TOWN OF PALM BEACH CONTINUING SERVICE CONTRACT



West Palm Beach, Florida

FIRM ROLE

Prime

CONSTRUCTION COST

Varies (all projects are \$4 million and under)

SERVICES

Site Planning, Master Planning, Programming, Architectural Design, Interior Design, Construction Administration, Visualization, Sustainable Design, Workshop Facilitation, Building Information Modeling

CONSTRUCTION COMPLETION DATE

Ongoing

PGAL was recently awarded the Continuing Service contract with Town of Palm Beach to provide full professional design and a comprehensive range of architectural services which include: Master Planning, Feasibility Studies, Design Services, Construction Documentation, Bidding and Contract Negotiation, Construction Administration, Sustainability, and Code Compliance.

Our most recent project with the Town is the renovation of the Lifeguard station next to Phipps Ocean Park by the Town of Palm Beach is to improve the maintenance and longevity of the structure. The appearance will be updated to be consistency with the new look of the park.





TOWN OF HIGHLAND BEACH FIRE STATION

West Palm Beach, Florida

FIRM ROLE

Prime

CONSTRUCTION COST

\$8.1 million

SERVICES

Master Planning, Programming,
Architectural Design, Interior
Design, Construction
Administration

CONSTRUCTION COMPLETION DATE

Anticipated 2024

As part of establishment of an independent Fire Rescue Service Department, the Town of Highland Beach hired PGAL to design their new state of the art facility.

The Town’s new two-bay, 9,500-square-foot fire station contains all the necessary functions of a 24/7 facility and will include two stories of living space and a two-bay housing a ladder truck and a rescue vehicle. An additional two bays at the existing station will house a backup rescue vehicle and a backup ladder truck, either of which will be moved about 135 feet south to the new station when the primary vehicle is on a call. This will allow the Town to keep all their fire services together and in addition the new station will be in front of the police headquarters, making it easier for the two departments to coordinate and work together.

The Town had a vision on several locations, including the expansion of the existing Fire Station, the site and in front of the Town Hall . PGAL and the Town had a series of workshops and planning sessions until there were the best of 3 options to present to the town commissioners for their approval. Each of these options included an illustration of our findings such things as existing trees and vegetation, prevailing winds, solar impact, desirable views, undesirable views, pedestrian movement, vehicular points of access, vehicle movements within the site, environmental opportunities and challenges, linkages, utilities, etc.

One of the primary goals was to seamlessly integrate the new facility into the fabric of the community while creating a distinct visual identity. To achieve this balance, PGAL translated traditional fire station elements into the Town’s classical architecture of clean lines and accent features.



CITY OF FORT LAUDERDALE FIRE STATION 54



West Palm Beach, Florida

FIRM ROLE

Prime

CONSTRUCTION COST

\$4.6 million

SERVICES

Master Planning, Programming, Architectural Design, Interior Design, Construction Administration

CONSTRUCTION COMPLETION DATE

2018

The City of Fort Lauderdale required a new station to replace the existing, aged structure.

Waterfront adjacent, the new site includes a right-of-way component with complete redevelopment of the roadway, on street parking, and the median configuration to accommodate the ingress and egress of the fire trucks to the elevated fire station. Due to its water adjacency, the finish floor elevation needed to be considerably higher than the existing site grade to allow emergency operation of the station, even in storm flooding or rising water conditions.

Operational spaces for the 10,000 SF facility include a two-bay apparatus room for a ladder and rescue trucks, a medical exam/watch office, two business offices, equipment bunker storage, medical storage, decontamination room and a multi-purpose room for department or community use complete with restroom facilities. The site also includes a training tower for live drills. Living amenities within the two-story building include private dormitory facilities, full-service kitchen with commercial range and hood, dining facility, day room with reclining theater seats, covered exterior patio, laundry, and fitness facility.

Sustainable building design and construction practices were planned into the building and site design to attain Florida Green Building Coalition Certification.



CITY OF MIRAMAR MULTI-SERVICE CENTER



West Palm Beach, Florida

FIRM ROLE

Prime

With clinical and counseling facilities, the 38,000-square-foot, one-story Multi-Use Senior Center serves as a vital resource for Miramar citizens with medical issues.

CONSTRUCTION COST

\$14 million

This environmentally responsible facility is a safe, secure, and service-focused community asset. Classrooms, card and game rooms, and multipurpose community meeting rooms provide educational, recreational, and social opportunities.

SERVICES

Master Planning, Programming, Architectural Design, Interior Design, Construction Administration

The complex also includes a two-story administrative office wing for staff. The interiors, also designed by PGAL, are soothing and comfortable with elements of whimsy to bring a smile to everyone who visits.

CONSTRUCTION COMPLETION DATE

2008

The multiprogram assignment also included a 12,536-square-foot, one-story fire station with three bays, sleeping quarters for 10, community room, commercial kitchen, dining area, and medical exam room.



CITY OF GREENACRES MUNICIPAL COMPLEX



West Palm Beach, Florida

FIRM ROLE

Prime

Located on an environmentally sensitive, 19.5-acre site, this city hall and public works complex required careful planning for scale and architectural aesthetic.

CONSTRUCTION COST

\$5 million

PGAL worked with city staff to identify and study the functional adjacencies that are critical to the city’s workflow. The result is a functional and flexible complex that can be expanded for future growth of the city center.

SERVICES

Master Planning, Programming, Architectural Design, Interior Design, Construction Administration

The 23,750-square-foot city hall and 10,350-square-foot public works complex includes administrative offices, a data and command center, and video-equipped council chambers accommodating 120 people with overflow space for an additional 60 visitors.

CONSTRUCTION COMPLETION DATE

2005



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SECTION 04. APPROACH TO PROJECT MANAGMENT

SECTION 04. APPROACH TO PROJECT MANAGEMENT



City of Stuart Public Safety Building

When our team has its first meeting with you for a new project, we will bring to the table a set of characteristics that have served us well in the past: a deep familiarity with the Town of Highland Beach, a working knowledge your requirements, a past relationship with staff and department heads, and an understanding of cost containment guidelines. We are also good listeners!

A high priority for PGAL is to create an open dialogue as early as possible between the Design Team, the Contract Coordinator, and the User Group. Our proximity to the Town's main office (10 minutes) facilitates our ability to "be there" for each of these groups as issues arise. Indeed, meetings with the Town's staff are often scheduled the same day as the request. Based on PGAL's design experience with Cities, Towns and other Municipalities throughout the country, a successful series of approaches and processes have been developed in accordance with the codes and regulations for the State of Florida, these approaches consistently yield creative and highly customized designs for each new assignment we undertake.

Our first step on each new assignment would be to meet with the assigned Town's Contract Coordinator and Project Manager to learn about the initial project scope, budget, and timeline. After this initial meeting, PGAL would conduct an on-site meeting with the User Group and Project Manager to understand the project as a team, to review existing conditions and potential impacts to the project based upon Building Code requirements. A follow up meeting would be conducted by PGAL and its design team to document and review in depth the existing

conditions, along with available information on file to develop a findings report and code analysis.

These findings are critical since the majority of the Continuing Services projects are interior renovations or additions to existing buildings. PGAL understands the importance of communication and document coordination because, in many cases, these projects may be constructed while the building is occupied. Armed with this knowledge, our project approach involves the integration of a very thorough quality control/quality assurance procedure throughout the design process. This is accomplished in numerous ways such as having regularly scheduled team meetings, performing independent technical reviews by senior staff at each submittal phase, and using established drawing and specification checklists.

We recognize the importance of a comprehensive code analysis to identify the potential impacts to the project, since any proposed improvements cannot negatively impact the building as a whole or create an area of noncompliance. Over time, PGAL has developed an extensive working knowledge of the relevant Building Codes and the small nuances of local plan reviewers. This allows us to be proactive with design solutions during the design phase, rather than reactive, which can affect costs and schedule.

We also recognize that cost constraints and attention to financial parameters are more critical for smaller lower-budget projects than for larger projects. Every single dollar must be counted – and recounted. Our team will closely

monitor costs by reviewing the Contractor's cost estimate. We will then compare the Contractor's estimate to our own cost database to ensure that the design stays within the allotted project budget. We will also track costs as the project moves forward to make sure costs stay on track. Just as important, we will track each project as it progresses to make sure it remains true to the intent and expectations of the Town of Highland Beach and the Users it will serve.

PROJECT MANAGEMENT / PROJECT CONTROLS

At PGAL, project control is synonymous with project success. We have invested a great deal of time and brainpower to develop a firm-wide approach to project management, including estimating, scheduling, and trending. This investment has resulted in the PGAL Project Control System – based on "Newforma" software, which uses multiple platforms for controlling a range of projects – everything from multidisciplinary mega projects to smaller, traditional projects, from planning and studies, to design, and construction management.

But our approach is not "one size fits all." Instead, the PGAL Project Control System is versatile and adaptable, reflecting our philosophy that because clients are a part of the decision system, our project control system must mirror your needs. PGAL's internally produced Project Management Manual emphasizes that there are three essential interdependent elements in every project: scope, schedule, and budget. Project control techniques provide the framework and tools for managing these variables within the context of a fourth parameter – quality control. But to manage these variables the project manager must have a system for documenting and recording the project's progress and comparing it to the plan. The control system must also adhere to some basic management principles, including:

- › The project control system controls the work, not the workers.
- › The project control system should be based on measurable indicators of completed work.
- › Methods of obtaining the control data must be built into the work process.
- › Control feedback must be provided to the person who performs the work.
- › Exceptions to normal monitoring must be given special attention.
- › Performance must be measured while there is still time to take corrective action.

COMMITMENT TO QUALITY

A critical component of project management success is ensuring overall quality – that our drawings and specifications are well coordinated and accurate. Our Principal-In-Charge, together with our Project Management

and Quality Assurance head will monitor the project regularly to make sure that the level of our documents allows the contractor to gain real cost, data, phase-by-phase, beginning as early as 35% design. By delivering expanded design drawings, we leave "nothing to chance." Joby Balint is a hands-on manager who values and understands the importance of getting the job done on time and budget. He is thoroughly adept at anticipating, reviewing, measuring, and adjusting scope needs as required or directed, and easily managing the team pulse, output efficiency, and quality from inception to completion.

SCHEDULING

Meeting or exceeding the schedule during the design and documentation phases of the work is accomplished with two simple strategies – first, we obtain early and solid consensus from all stakeholders regarding cost and program priorities as noted above. This allows us to unleash the full power of the consulting team so that engineering and architectural design move forward in lockstep. Second, we have the unique ability to draw on manpower resources from several offices either during the design, documentation or review periods to ensure the deadlines are met. The best proof of this dedication and willingness to do "whatever it takes" to accomplish your goals is manifested in the success we have shown on our other municipal and continuing service projects.

METHODS/PROCESSES USED BY TO MEET TIME + BUDGET MANDATES

The Town of Highland Beach's time, budget and program requirements will all need to be reconciled with one another during the initial phase of the project. Each item bears upon the other in a way that makes it critical to establish the lines of communication and points of responsibility for all team members during the project kick-off meeting. PGAL has a proven method to uncover any





Town of Lantana Public Library

imbalance in the budget, schedule and program and bring it into balance with consensus from all team members before proceeding with the design. The method includes a defined project management process that allows us to pull from a wide range of resources and quickly integrate them into the team.

In addition to PGAL's and the Town's staff expertise, the expected CM-at-Risk Contractor, can bring preconstruction services during any phase of the project. During the design phases, value engineering, value analysis and value-added elements are reviewed with the Town of Highland Beach to define priorities and entertain add or deduct alternates to protect the project budget or enhance the final product. We also have a policy of producing documents which are more detailed and thorough in the early phases to allow for more complete and comprehensive cost analysis. This provides a much higher comfort level with the eventual construction cost for each subsequent phase of the work. In today's climate of rapidly changing construction costs, the adage "time equals money" is more appropriate than ever. Where even a one-week schedule "slip" can represent a significant cost increase maintaining the schedule is essential to maintaining the budget. Good schedule control systems provide a discipline to think through the process and knit the project team together. These systems and schedule allow individual project team members to see their responsibilities and the "details of the moment" in the context of the entire program. Our Project Manager's key function will be to keep schedule milestones, critical path elements and review dates on target, beginning with the confirmation of the project's critical dates during initial work sessions. A design and documentation timeline will be established with the Town and the project team. These phases will be followed by the bid period, bid award, construction and construction completion. The major phased deliverables, reviews, and approvals are provided for the design portion of the project with corresponding time frames for the project.

Typical deliverables will be:

- › Initial Studies
- › Work Plan
- › Schedule
- › QA/QC Program
- › Reports
- › Drawings (hard copy and electronic files)
- › Specifications
- › Calculations

There are several variables that could have an impact on the project timeline, such as interface with other projects, changes in scope and change in jurisdictional requirements.

VALUE ENGINEERING

With accurate cost estimating and working closely with your selected construction manager, there should be little reason for value engineering. However, as part of the process, value engineering options will be analyzed with the Town of Highland Beach's staff to ensure quality options in materials, systems, and construction methods relative to design objectives to identify options for obtaining optimum value for the Town. Value engineering services would be most effectively provided during design development and in concert with your CM@R. Additional value engineering exercises may be performed later, or should the budget need to be further "tweaked". In performing a rigorous program of Value Engineering, PGAL will...

- › Identify systems, materials, or functions to be assessed or value engineered.
- › Analyze objectively the performance objectives of each component.
- › Quantify the relative rankings of alternative solutions to each objective.
- › Select the appropriate solution based on a thorough understanding of stated criteria.

Our Project approach and professional staff dedication will be the foundation for success on each of your continuing services project.

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SECTION 05. RESOURCES, AVAILABILITY, AND COMMITMENT

TAB 4
AVAILABILITY

SECTION 05. RESOURCES, AVAILABILITY, AND COMMITMENT

PGAL WORKLOAD

PGAL has the in-house resources to efficiently manage, schedule, and execute the current workload and the expected work in this RFQ. PGAL makes the commitment that all key personnel on the project team will be dedicated as necessary to meet the needs of the Town in a skillful and timely manner. Each member of the PGAL Team and staff realize that on-time delivery is a key element in meeting our commitments to clients. Because of our resources and qualified personnel, PGAL can overcome any unforeseen delays by assigning additional staff.

All of PGAL's proposed staff and resources are immediately available to start work on one or more of the elements identified in your RFQ. PGAL offers the Town a large staff, with varying skills and capabilities, most of whom have worked together on numerous projects.

To anticipate future workload, the managers at PGAL conduct revenue projections each month. This allows management to review the available resources and staff and determine if any additions are required. No substitutions will be made unless they are approved by Town staff.

PGAL BOCA RATON'S CURRENT WORKLOAD	% DESIGN COMPLETE	% CONST. COMPLETE
Broward County Supervisor of Elections, Broward County, FL	100%	75%
FAU Continuing Services Contract, Boca Raton, FL	Ongoing	Ongoing
Miami Beach Collins Park Workforce Housing, Miami Beach, FL	100%	20%
Broward College Continuing Services Contract, Davie, FL	Ongoing	Ongoing
Town of Palm Beach Public Works Renovation, West Palm Beach, FL	100%	0%
SDPBC Pine Grove Elementary, Delray Beach, FL	100%	60%
City of Delray Beach Fire Station II 3, Delray Beach, FL	100%	20%
Royal Palm Plaza Hotel and Garage, Boca Raton, FL	90%	0%
Town of Highland Beach New Fire Station, Highland Beach, FL	100%	75%
Stuart Fire Station #3, Stuart FL	100%	30%
Melbourne Fire Station Design Criteria Package, Melbourne, FL	50%	N/A
City of Greenacres Continuing Services Contract, Greenacres, FL	Ongoing	Ongoing
Spanish River Church Master Planning & School Addition	100%	99%
Boca Bath & Tennis Center Clubhouse and Fitness Center	100%	75%
Levis JCC Renovation & Expansion	50%	0%

OUR PROMISE TO THE TOWN OF HIGHLAND BEACH

PGAL will approach every assignment from our long-standing perspective that there are no such things as “small projects”, only small budgets. That means we will be just as concerned about design quality for a \$5,000 or \$50,000 project as we are for the larger assignments.

It also means we will be highly **accessible, responsive and commitment to deadlines** whether the assignment is a feasibility study, a minor renovation or a substantial addition.

Additionally, we are located less than 10 minutes from your Town and are **always readily available for you**.

PAGE INTENTIONALLY LEFT BLANK

SECTION 06. REFERENCES

SECTION 06. REFERENCES



REFERENCES FOR PGAL INC

(NAME OF FIRM)

1. Reference/Contact Name:

Nelson Goris, Senior Construction Project Manager / Broward College

Professional Services Performed:

Continuing Service Contract

Phone:

(954) 201-2550

Fax:

N/A

E-Mail:

ngoris@broward.edu

2. Reference/Contact Name:

Paulo Brida, Project Manager Design & Construction Services / Florida Atlantic University

Professional Services Performed:

Continuing Service Contract

Phone:

(561) 297-3145

Fax:

N/A

E-Mail:

PBRIDA@fau.edu

3. Reference/Contact Name:

Carlos L. Cedeno, Director Public Works Department / City of Greenacres

Professional Services Performed:

Continuing Service Contract

Phone:

(561) 642-2071

Fax:

N/A

E-Mail:

ccedeno@greenacresfl.gov

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SECTION 07. CERTIFICATE MINORITY BUSINESS ENTERPRISE

SECTION 07. CERTIFIED MINORITY BUSINESS ENTERPRISE



PGAL, Inc. is not a Certified MBE, however, we have long supported meaningful participation and development of small + minority businesses in architecture and engineering.

Thomas Geotechnical Services is a Minority business.



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SECTION 08. SUBMITTAL FORMS

FIRM ACKNOWLEDGEMENT

Submit RFQ's to: Town Clerk's Office
Town of Highland Beach
3614 South Ocean Blvd.
Highland Beach, FL 33487
Telephone: 561-278-4548

RFQ Title: **"CONTINUING PROFESSIONAL CONSULTING SERVICES (CCNA)"**
RFQ Number: **24-001**

RFQ Due: **January 10, 2024, NO LATER THAN 2:00 P.M. (LOCAL TIME)**

Proposals will be publicly opened and recorded for acknowledgement of receipt, unless specified otherwise, on the date and time indicated above and may not be withdrawn within ninety (90) days after such date and time.

All Contracts entered as a result of this RFQ shall conform to applicable sections of the Town Charter and Town Code of Ordinances.

Name of Firm: PGAL, Inc

Federal I.D. Number: 76-0291476

A Corporation of the State of Texas

Telephone No.: (561) 988-4002

Mailing Address: 791 Park of Commerce Blvd, Suite 400

City / State / Zip: Boca Raton, FL 33487

Email Address: SFerreri@pgal.com


Authorized Signature
Samuel J. Ferreri, Principal

SERVICES TO BE CONSIDERED - PLEASE CHECK OFF EACH TO BE PROVIDED

Civil Engineering

Water/Wastewater/Stormwater

Architecture

Landscape Architecture

Geotechnical

Transportation

Mechanical/Electrical/Plumbing

Other Services (Please list below)

Survey, Building Envelope, and Acoustics

CONFIRMATION OF DRUG-FREE WORKPLACE

Preference shall be given to businesses with drug-free workplace programs. In order to be considered having a drug-free workplace program, the Firm shall:

- 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 employees 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, and 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 bid 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 bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or 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.



Authorized Signature

Samuel J. Ferreri, Principal

PALM BEACH COUNTY INSPECTOR GENERAL

ACKNOWLEDGMENT

The Firm is aware that the Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of this contract, and in furtherance thereof may demand and obtain records and testimony from the Firm and its subcontractors and lower tier subcontractors.

The Firm understands and agrees that in addition to all other remedies and consequences provided by law, the failure of the Firm or its subcontractors or lower tier subcontractors to fully cooperate with the Inspector General when requested may be deemed by the Town to be a material breach of this contract justifying its termination.

PGAL INC

FIRM NAME



By: Samuel J. Ferreri

Title: Principal

Date: January 3, 2024

**CERTIFICATION PURSUANT TO FLORIDA
SECTION 287.135, FLORIDA STATUTES**

I, Samuel J. Ferreri, Principal, on behalf of PGAL Inc certify
 Print Name and Title Company Name

That PGAL Inc does not:
 Company Name

1. Participate in a boycott of Israel; and
2. Is not on the Scrutinized Companies that Boycott Israel List; and
3. Is not on the Scrutinized Companies with Activities in Sudan List; and
4. Is not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; and
5. Has not engaged in business operations in Syria.

Submitting a false certification shall be deemed a material breach of contract. The Town shall provide notice, in writing, to the Contractor of the Town's determination concerning the false certification. The Contractor shall have ninety (90) days following receipt of the notice to respond in writing and demonstrate that the determination of false certification was made in error. If the Contractor does not demonstrate that the Town's determination of false certification was made in error then the Town shall have the right to terminate the contract and seek civil remedies pursuant to Florida Statute § 287.135.

Section 287.135, Florida Statutes, prohibits the Town from: 1) Contracting with companies for goods or services in any amount if at the time of bidding on, submitting a proposal for, or entering into or renewing a contract if the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, F.S. or is engaged in a boycott of Israel; and

2) Contracting with companies, for goods or services over \$1,000,000.00 that are on either the Scrutinized Companies with activities in the Iran Petroleum Energy Sector list, created pursuant to s. 215.473, or are engaged in business operations in Syria.

As the person authorized to sign on behalf of the Contractor, I hereby certify that the company identified above in the section entitled "Contractor Name" does not participate in any boycott of Israel, is not listed on the Scrutinized Companies that Boycott Israel List, is not listed on either the Scrutinized Companies with activities in the Iran Petroleum Energy Sector List and is not engaged in business operations in Syria. I understand that pursuant to section 287.135, Florida Statutes, the submission of a false certification may subject the company to civil penalties, attorney's fees, and/or costs. I further understand that any contract with the Town for goods or services may be terminated at the option of the Town if the company is found to have submitted a false certification or has been placed on the Scrutinized Companies with Activities in Sudan list or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List.

PGAL Inc
 COMPANY NAME

Samuel J. Ferreri
 PRINT NAME


 SIGNATURE
Principal
 TITLE

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

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 the Town of Highland Beach (the "Town") by:

Samuel J. Ferreri, Principal

(Print individual's name and title)

For: PGAL, Inc

(Print name of entity submitting sworn statement)

Whose business address is:

791 Park of Commerce Blvd. , Suite 400, Boca Raton, FL 33487

And (if applicable) its Federal Employer Identification Number (FEIN) is: 76-0291476

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement:
_____)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), FLORIDA STATUTES, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), FLORIDA STATUTES, means a finding of guilt, 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. A predecessor or successor of a person convicted of a public entity crime; or
- b. an entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one (1) 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 (1) person controls another person.

A person who knowingly enters a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding thirty-six (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 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).

X Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

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

_____ The entity submitting this sworn statement, or one (1) 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 Bidder list. (Attach a copy of the final order)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICE FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 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.

Date: 12-21-2023

Signature

STATE OF FLORIDA

COUNTY OF Broward

The foregoing instrument was acknowledged before me this 21 day of December, 2023, by, as Samuel Ferreri (title) of PGAL, Inc (name of company), on behalf of PGAL, Inc (type of entity).

who is personally known to me, _____ who produced _____ as identification, who did take an oath, and who acknowledged before me that he executed the same freely and voluntarily for the purposes therein expressed.

Megan Gonzalez
Signature

Megan Gonzalez
Print Name



MEGAN GONZALEZ
Commission # HH 311582
Expires November 21, 2026

NOTARY PUBLIC – STATE OF FL
My Commission Expires: Nov. 21, 2026
Commission No.: HH311582

ADDENDA ACKNOWLEDGEMENT

TOWN OF HIGHLAND BEACH, FLORIDA

RFQ TITLE: **“CONTINUING PROFESSIONAL CONSULTING SERVICES (CCNA)”**

RFQ NO.: 24-001

DATE SUBMITTED: January 10, 2024

We propose and agree, if this submittal is accepted, to contract with the Town of Highland Beach, in the Contract Form, to furnish all material, means of transportation, coordination, labor and services necessary to complete/provide the work specified by the Contract documents.

Having studied the documents prepared by: The Town of Highland Beach

We propose to perform the work of this Project according to the Contract Documents and the following addenda which we have received:

ADDENDUM	DATE	ADDENDUM	DATE
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

 X **NO ADDENDUM WAS RECEIVED IN CONNECTION WITH THIS RFQ**

RFQ No.: 24-001
CONTINUING PROFESSIONAL CONSULTING SERVICES (CCNA)
SCHEDULE OF SUB-CONSULTANTS

The Undersigned Respondent proposes the following major subcontractors for the major areas of work for the Project. The Respondent is further notified that all sub-consultants shall be properly licensed, bondable and shall be required to furnish the Town with a Certificate of Insurance in accordance with the contract general conditions. This page may be reproduced for listing additional sub-consultants, if required. **If not applicable or if no-sub-consultants will be used in the performance of this work, please sign and date the form and write "Not-Applicable" or "NONE" across the form.**

<u>Name of Sub-Consultant</u>	<u>Address of Sub-Consultant</u>	<u>License No.:</u>	<u>Contract Amount</u>	<u>Percentage (%) of Contract</u>
Kimley-Horn and Associates, Inc.	1615 South Congress Ave, Suite 201 Delray Beach, FL 33448	PE35106	N/A	
OCL Associates	2 Harvard Circle Suite 100, West Palm Beach, FL 33409	PE42619	N/A	
Johnson Structural Group, Inc.	3500 NW 2nd Ave Ste 618, Boca Raton, Florida, 33431	CA8893	N/A	
Kimley-Horn and Associates, Inc.	1615 South Congress Ave, Suite 201 Delray Beach, FL 33448	LA-0001428	N/A	
ED+A Acoustics	1239 SE Indian Street, Suite 103 Stuart, Florida 34997	AR0010516	N/A	Varies
Thomas Geotechnical services	901 Northpoint Parkway, Suite 404 West Palm Beach, FL 33407	PE56381	N/A	Varies
IBA Consultant	7104 NW 51st street, Miami FL, 33166		N/A	Varies
Dennis J. Leavy & Associates, Inc	460 Business Park, Suite B, Royal Palm Beach, FL 33411		N/A	Varies

Signature _____ Date: January 3, 2024

Title/Company Samuel J. Finnerly, Principal | PGAL, Inc

Owner reserves the right to reject any sub-consultant who has previously failed in the proper performance of an award, or failed to deliver on time contracts in a similar nature, or who is not responsible (financial capability, lack of resources, etc.) to perform under this award. Owner reserves the right to inspect all facilities of any sub-consultant in order to make a determination as to the foregoing.

REFERENCES FOR PGAL INC

(NAME OF FIRM)

1. Reference/Contact Name:

Nelson Goris, Senior Construction Project Manager / Broward College

Professional Services Performed:

Continuing Service Contract

Phone:

(954) 201-2550

Fax:

N/A

E-Mail:

ngoris@broward.edu

2. Reference/Contact Name:

Paulo Brida, Project Manager Design & Construction Services / Florida Atlantic University

Professional Services Performed:

Continuing Service Contract

Phone:

(561) 297-3145

Fax:

N/A

E-Mail:

PBRIDA@fau.edu

3. Reference/Contact Name:

Carlos L. Cedeno, Director Public Works Department / City of Greenacres

Professional Services Performed:

Continuing Service Contract

Phone:

(561) 642-2071

Fax:

N/A

E-Mail:

ccedeno@greenacresfl.gov

09. ADDITIONAL INFORMATION



Firm and Key Personnel's Professional Licenses + Certificates

*As of February 28, 2021 Architects and Engineering firms registered with DBPR will no longer have to renew their registration, and there is no certificate or licenses to print.

PGAL, Inc | Architecture & Interior Design

State of Florida Department of State

I certify from the records of this office that PGAL, INC. is a Texas corporation authorized to transact business in the State of Florida, qualified on January 15, 1998.


The document number of this corporation is F9800000329.

I further certify that said corporation has paid all fees due this office through December 31, 2023, that its most recent annual report/uniform business report was filed on January 12, 2023, and that its status is active.

I further certify that said corporation has not filed a Certificate of Withdrawal.

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




Secretary of State

Tracking Number: 2459313111CC

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

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

PGAL, Inc | Architecture & Interior Design



ANNE M. GANNON
CONSTITUTIONAL TAX COLLECTOR
Serving Palm Beach County
Serving you.

P.O. Box 3353, West Palm Beach, FL 33402-3353
 www.pbctax.com Tel: (561) 355-2264

****LOCATED AT****
 791 PARK OF COMMERCE BLVD #400
 BOCA RATON, FL 33487

TYPE OF BUSINESS	OWNER	CERTIFICATION #	RECEIPT #/DATE PAID	AMT PAID	BILL #
ADMINISTRATIVE OFFICE	PIERCE GOODWIN ALEXANDER &		B23.740484 09/22/2023	\$66.00	B40105657

This document is valid only when receipted by the Tax Collector's Office.



5
7-184

PIERCE GOODWIN ALEXANDER & LINVILLE-FLORIDA INC
 PIERCE GOODWIN ALEXANDER & LINVILLE-FLORIDA INC
 791 PARK OF COMMERCE BLVD STE 400
 BOCA RATON FL 33487-3630



STATE OF FLORIDA
PALM BEACH COUNTY
2023 / 2024 LOCAL BUSINESS TAX RECEIPT
LBTR Number: 200207814
EXPIRES: 09/30/2024

This receipt grants the privilege of engaging in or managing any business profession or occupation within its jurisdiction and MUST be conspicuously displayed at the place of business and in such a manner as to be open to the view of the public.



Ron DeSantis, Governor

Melanie S. Griffin, Secretary



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



FERRERI, SAMUEL J
 615 AVENUE H
 DELRAY BEACH FL 33483

LICENSE NUMBER: AR0010011

EXPIRATION DATE: FEBRUARY 28, 2025
 Always verify licenses online at MyFloridaLicense.com



Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.



Ron DeSantis, Governor

Melanie S. Griffin, Secretary



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

BALINT, JOBY L
 2321 SE 11TH STREET
 POMPANO BEACH FL 33062

LICENSE NUMBER: AR0016653

EXPIRATION DATE: FEBRUARY 28, 2025

Always verify licenses online at MyFloridaLicense.com



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10250769-AP-BD+C

CREDENTIAL ID

24 OCT 2013

ISSUED

21 OCT 2025

VALID THROUGH

GREEN BUSINESS CERTIFICATION INC. CERTIFIES THAT

Joby Balint

HAS ATTAINED THE DESIGNATION OF

LEED AP[®] Building Design + Construction

by demonstrating the knowledge and understanding of green building practices and principles needed to support the use of the LEED[®] green building program.



PETER TEMPLETON
 PRESIDENT & CEO
 U.S. GREEN BUILDING COUNCIL & GREEN BUSINESS CERTIFICATION INC.



Ron DeSantis, Governor

Melanie S. Griffin, Secretary



STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

BOARD OF ARCHITECTURE & INTERIOR DESIGN

THE INTERIOR DESIGNER HEREIN IS REGISTERED UNDER THE
 PROVISIONS OF CHAPTER 481, FLORIDA STATUTES



JORTH FERREN, BRITTNEY
 8777 VIA MAR ROSSO
 LAKE WORTH FL 33467

LICENSE NUMBER: ID6500

EXPIRATION DATE: FEBRUARY 28, 2025

Always verify licenses online at MyFloridaLicense.com



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Ron DeSantis, Governor

Melanie S. Griffin, Secretary



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



JORTH FERREN, BRITTNEY
 8777 VIA MAR ROSSO
 LAKE WORTH FL 33467

LICENSE NUMBER: AR98964

EXPIRATION DATE: FEBRUARY 28, 2025

Always verify licenses online at MyFloridaLicense.com



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Client#: 171819

PIERCGOO

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
8/03/2023

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

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

PRODUCER USI Southwest 9811 Katy Freeway, Suite 500 Houston, TX 77024 713 490-4600		CONTACT NAME: Rachel Townsend/Michelle W. PHONE (A/C, No, Ext): 713 490-4600 FAX (A/C, No): 713-490-4700 E-MAIL ADDRESS: rachel.townsend@usi.com															
INSURED PGAL, Inc. PGAL, LLC 3131 Briarpark Drive, Suite 200 Houston, TX 77042		<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : American Casualty Company of Reading PA</td> <td>20427</td> </tr> <tr> <td>INSURER B : Continental Insurance Company</td> <td>35289</td> </tr> <tr> <td>INSURER C : Transportation Insurance Company</td> <td>20494</td> </tr> <tr> <td>INSURER D : Endurance American Specialty Ins Co</td> <td>41718</td> </tr> <tr> <td>INSURER E : National Fire Insurance Co. of Hartford</td> <td>20478</td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : American Casualty Company of Reading PA	20427	INSURER B : Continental Insurance Company	35289	INSURER C : Transportation Insurance Company	20494	INSURER D : Endurance American Specialty Ins Co	41718	INSURER E : National Fire Insurance Co. of Hartford	20478	INSURER F :	
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INSURER F :																	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			6043241375	08/12/2023	08/12/2024	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
E	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY			6043241330	08/12/2023	08/12/2024	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$10000			6043241361	08/12/2023	08/12/2024	EACH OCCURRENCE \$14,000,000 AGGREGATE \$14,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			WC643241344	08/12/2023	08/12/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
D	Professional Liability			DPL30041732100	08/12/2023	08/12/2024	\$5,000,000 per claim \$5,000,000 annl aggr.

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

** California Workers Comp Information **

A: Continental Casualty Company/ NAIC# 20443

Policy No. 6043241358 - Eff Date: 08/12/2023 Exp Date: 08/12/2024


WC Each Accident Limit: \$1,000,000

WC Policy Limit: \$1,000,000

(See Attached Descriptions)

CERTIFICATE HOLDER

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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 ACORD 25 (2016/03) 1 of 2 The ACORD name and logo are registered marks of ACORD
 #S41058260/M41036930

RYEZP

State of Florida

Department of State

I certify from the records of this office that OCI ASSOCIATES, LLC is a Delaware limited liability company authorized to transact business in the State of Florida, qualified on November 7, 2023.

The document number of this limited liability company is M23000014262.

I further certify that said limited liability company has paid all fees due this office through December 31, 2023 and that its status is active.

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

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



[Handwritten Signature]
Secretary of State


Tracking Number: 9465843501CU

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

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

OCI | Mechanical/Electrical/Plumbing + Fire Protection Engineering + IT/Security

INSTRUCTIONS: PLEASE POST IN A CONSPICUOUS PLACE AT YOUR PLACE OF BUSINESS.



CITY OF WEST PALM BEACH
2023 to 2024 BUSINESS RECEIPT

Development Services
0000037529
OCI ASSOCIATES INC
2 HARVARD CIR # 100

NOT TRANSFERABLE


CITY OF WEST PALM BEACH
P.O. BOX 3147, WEST PALM BEACH, FL. 33402

CONSULTING ENGINEERS

BUS. TAX ID.	CATEGORY	DESCRIPTION	FEE
72267	541330	ENGINEERING SERVICES OFFICE	86.81
TOTAL →			86.81
** PAID			86.81 ** BAL ** 0.00


EXPIRES
SEPTEMBER 30,
2024

THIS DOCUMENT NOT VALID UNTIL FUNDS ARE COLLECTED



Ron DeSantis, Governor


Melanie S. Griffin, Secretary



STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS

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




KAZEMINIA, AMIR
716 VIA BELLA
WINTER PARK FL 32789

LICENSE NUMBER: PE42619

EXPIRATION DATE: FEBRUARY 28, 2025

Always verify licenses online at MyFloridaLicense.com



Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.

State of Florida

Department of State

I certify from the records of this office that JOHNSON STRUCTURAL GROUP, INC. is a corporation organized under the laws of the State of Florida, filed on February 6, 1998.

The document number of this corporation is P98000012674.

I further certify that said corporation has paid all fees due this office through December 31, 2023, that its most recent annual report/uniform business report was filed on January 4, 2023, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Fourth day of January, 2024*



Secretary of State

Tracking Number: 1181212886CU

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

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

Johnson Structural | Structural Engineering

Return New Search Print Page

Business Account Information

LBTR Num: 200807634	Tax Type: 56-0016	Status: Active
Business Name: JOHNSON STRUCTURAL GROUP INC	Location Address: 160 W CAMINO REAL 1000 BOCA RATON, FL 33432	License Cert Number: N/A
Mailing Address: 160 CAMINO REAL BOCA RATON FL 33432	DBA: JOHNSON STRUCTURAL GROUP INC	Business Start Date: 10/25/07
		Owner Name: JOHNSON STRUCTURAL GROUP INC

Last updated: 1/03/2024 03:37:15 PM

FLORIDA PALM BEACH COVA
Business Tax Receipt
PAID 7/31/23 for
2024

Important Notice to Business Tax Payer


Local business tax receipts expire September 30 and may be renewed on or after July 1. [Delinquent business taxes](#) are payable online. Local business tax receipts not renewed by September 30 are delinquent and subject to a [delinquency penalty](#) of ten percent for the month of October, plus an additional five percent for each month of delinquency.

Business Tax Receipt

Add Business Tax bills to the cart then select cart icon (🛒) above to checkout.

Total Payable: \$0.00

Business Tax - Recently Paid**Payment Info - Select to Expand Payment History for Business Tax Receipt**

	Ron DeSantis, Governor	Halsey Beshears, Secretary	
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STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF PROFESSIONAL ENGINEERS

THE ENGINEERING BUSINESS HEREIN IS AUTHORIZED UNDER THE
PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

JOHNSON STRUCTURAL GROUP, INC.
3500 NW BOCA RATON BLVD. SUITE 618
BOCA RATON FL 33431


LICENSE NUMBER: CA8893

EXPIRATION DATE: FEBRUARY 28, 2021

Always verify licenses online at MyFloridaLicense.com

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State of Florida

Department of State

I certify from the records of this office that KIMLEY-HORN AND ASSOCIATES, INC. is a North Carolina corporation authorized to transact business in the State of Florida, qualified on April 24, 1968.

The document number of this corporation is 821359.

I further certify that said corporation has paid all fees due this office through December 31, 2023, that its most recent annual report/uniform business report was filed on February 22, 2023, and that its status is active.

I further certify that said corporation has not filed a Certificate of Withdrawal.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Twenty-second day of
February, 2023*



[Handwritten Signature]
Secretary of State


Tracking Number: 9937240518CC

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


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

Kimley-Horn | Civil Engineering / Landscape Architecture



INSTRUCTIONS: PLEASE POST IN A CONSPICUOUS PLACE AT YOUR PLACE OF BUSINESS.

 WEST PALM BEACH <small>Development Services</small> 0865134620 KIMLEY HORN & ASSOC INC 1920 WEKIVA WAY # 200	CITY OF WEST PALM BEACH 2022 to 2023 BUSINESS RECEIPT	NOT TRANSFERABLE CITY OF WEST PALM BEACH P.O. BOX 3147, WEST PALM BEACH, FL. 334												
<table border="0" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">BUS. TAX ID.</th> <th style="text-align: left;">CATEGORY</th> <th style="text-align: left;">DESCRIPTION</th> <th style="text-align: right;">FEE</th> </tr> </thead> <tbody> <tr> <td>7522</td> <td>541330</td> <td>ENGINEERING SERVICES OFFICE</td> <td style="text-align: right;">86.81</td> </tr> <tr> <td colspan="3" style="border-top: 1px solid black;">TOTAL⇒</td> <td style="text-align: right;">86.81</td> </tr> </tbody> </table>		BUS. TAX ID.	CATEGORY	DESCRIPTION	FEE	7522	541330	ENGINEERING SERVICES OFFICE	86.81	TOTAL⇒			86.81	EXPIRES SEPTEMBER 30, 2023
BUS. TAX ID.	CATEGORY	DESCRIPTION	FEE											
7522	541330	ENGINEERING SERVICES OFFICE	86.81											
TOTAL⇒			86.81											
THIS DOCUMENT NOT VALID UNTIL FUNDS ARE COLLECTED		** PAID 86.81 ** BAL ** 0.00												

INSTRUCTIONS: PLEASE POST IN A CONSPICUOUS PLACE AT YOUR PLACE OF BUSINESS.

 WEST PALM BEACH <small>Development Services</small> 0000053615 KIMLEY HORN & ASSOCIATES INC 1920 WEKIVA WAY # 200	CITY OF WEST PALM BEACH 2022 to 2023 BUSINESS RECEIPT	NOT TRANSFERABLE CITY OF WEST PALM BEACH P.O. BOX 3147, WEST PALM BEACH, FL. 334												
<table border="0" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">BUS. TAX ID.</th> <th style="text-align: left;">CATEGORY</th> <th style="text-align: left;">DESCRIPTION</th> <th style="text-align: right;">FEE</th> </tr> </thead> <tbody> <tr> <td>99933</td> <td>541310</td> <td>ARCHITECTURAL SERVICES OFFICE</td> <td style="text-align: right;">86.81</td> </tr> <tr> <td colspan="3" style="border-top: 1px solid black;">TOTAL⇒</td> <td style="text-align: right;">86.81</td> </tr> </tbody> </table>		BUS. TAX ID.	CATEGORY	DESCRIPTION	FEE	99933	541310	ARCHITECTURAL SERVICES OFFICE	86.81	TOTAL⇒			86.81	EXPIRES SEPTEMBER 30, 2023
BUS. TAX ID.	CATEGORY	DESCRIPTION	FEE											
99933	541310	ARCHITECTURAL SERVICES OFFICE	86.81											
TOTAL⇒			86.81											
THIS DOCUMENT NOT VALID UNTIL FUNDS ARE COLLECTED		** PAID 86.81 ** BAL ** 0.00												

Ron DeSantis, Governor Melanie S. Griffin, Secretary

STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS


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

WEBBER, JASON ADAM
3695 BARKIS AVE.
BOYNTON BEACH FL 33436

LICENSE NUMBER: PE73962

EXPIRATION DATE: FEBRUARY 28, 2025

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Ron DeSantis, Governor Melanie S. Griffin, Secretary




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

RICHTER, TRICIA CHRISTINE
4341 FUSCHIA CIRCLE SOUTH
PALM BEACH GARDENS FL 33410

LICENSE NUMBER: LA6667244

EXPIRATION DATE: NOVEMBER 30, 2025

Always verify licenses online at MyFloridaLicense.com

ISSUED: 11/29/2023

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State of Florida

Department of State

I certify from the records of this office that EDWARD DUGGER + ASSOCIATES, P.A. is a corporation organized under the laws of the State of Florida, filed on March 4, 2003, effective March 3, 2003.

The document number of this corporation is P03000025674.

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

I further certify that said corporation has not filed Articles of Dissolution.

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



[Handwritten Signature]
Secretary of State

Tracking Number: 3975292291CC

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

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

MARTIN COUNTY BUSINESS TAX RECEIPT

Honorable Ruth Pietruszewski
Martin County Tax Collector

Business Name EDWARD DUGGER + ASSOCIATES, P.A.
 Business DBA DUGGER CAROLYN A Z
 Owner Name DUGGER WILLIAM E III
 EDWARD DUGGER + ASSOCIATES, P.A.
 1239 SE INDIAN ST #103
 STUART, FL 34994

2023 / 2024

EXPIRES: September 30, 2024




Account #: 20041250057

Location: 1239 SE INDIAN ST 103
 Business Phone: (772)286-8351
 NAICS Code: 541310
 State License:
 Business Description:
 PROFESSIONAL (ARCHITECT & INTERIOR DESIGN)

This receipt is a local business tax only. This receipt is in addition to and not in lieu of any other license required by law or local ordinance and is subject to regulations of zoning, health, contractor licensing, and other lawful authority.

Paid Date 07/14/2023
 Receipt Number
 INT-22-00232712

Tax Amount	Transfer Fee	Penalty	Late Penalty	Collection Cost	Total Paid
26.25	0.00	0.00	0.00	0.00	26.25

	Ron DeSantis, Governor	Melanie S. Griffin, Secretary	
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 DUGGER, WILLIAM EDWARD III EDWARD DUGGER & ASSOCIATES, P.A. 8121 SE DOUBLE TREE DRIVE HOBE SOUND FL 33455 LICENSE NUMBER: AR0010516 EXPIRATION DATE: FEBRUARY 28, 2025 Always verify licenses online at MyFloridaLicense.com  Do not alter this document in any form. This is your license. It is unlawful for anyone other than the licensee to use this document.			

State of Florida

Department of State

I certify from the records of this office that THOMAS GEOTECHNICAL SERVICES, LLC is a limited liability company organized under the laws of the State of Florida, filed on April 9, 2020, effective April 8, 2020.

The document number of this limited liability company is L20000099852.

I further certify that said limited liability company has paid all fees due this office through December 31, 2024, that its most recent annual report was filed on January 3, 2024, and that its status is active.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Third day of January, 2024*




Secretary of State

Tracking Number: 5726905348CC

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

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

Thomas Geotechnical Services | Geotechnical



ANNE M. GANNON
CONSTITUTIONAL TAX COLLECTOR
Serving Palm Beach County
Serving you.

P.O. Box 3353, West Palm Beach, FL 33402-3353
 www.pbctax.com Tel: (561) 355-2264

****LOCATED AT****
 901 NORTHPOINT PKWY STE 404
 WEST PALM BEACH FL 33407


TYPE OF BUSINESS	OWNER	CERTIFICATION #	RECEIPT #/DATE PAID	AMT PAID	BILL #
ENGINEER	THOMAS FRANCOIS J	56381	B23.678037 8/1/2023	33.00	B40169847

This document is valid only when receipted by the Tax Collector's Office.


STATE OF FLORIDA
PALM BEACH COUNTY
2023 / 2024 LOCAL BUSINESS TAX RECEIPT
LBTR Number: 2020131041
EXPIRES: 9/30/2024

THOMAS GEOTECHNICAL SERVICES LLC
 THOMAS GEOTECHNICAL SERVICES LLC
 6594 WOODLAKE RD
 JUPITER FL 33458

This receipt grants the privilege of engaging in or managing any business profession or occupation within its jurisdiction and MUST be conspicuously displayed at the place of business and in such a manner as to be open to the view of the public.



Ron DeSantis, Governor



Melanie S. Griffin, Secretary

STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS

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

SPECIAL INSPECTOR NUMBER: 7021399


THOMAS, FRANCOIS J.

6594 WOODLAKE ROAD
 JUPITER FL 33458

LICENSE NUMBER: PE56381

EXPIRATION DATE: FEBRUARY 28, 2025

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Thomas Geotechnical Services | Geotechnical



Thomas Geotechnical Services | Geotechnical



OFFICE OF ECONOMIC AND SMALL BUSINESS DEVELOPMENT

Governmental Center Annex

115 S. Andrews Avenue, Room A680 • Fort Lauderdale, Florida 33301 • 954-357-6400

October 25, 2023

Mr. Francois Thomas
THOMAS GEOTECHNICAL SERVICES, LLC.
 3019 Ravenswood Road, Suite 110
 Fort Lauderdale, Florida 33312

Dear Mr. Thomas:

The Broward County Office of Economic and Small Business Development (OESBD) is pleased to announce that your firm's **County Business Enterprise (CBE)** and **Small Business Enterprise (SBE)** certifications have been renewed.

Your firm's certifications are continuing from your anniversary date but are contingent upon the firm verifying its eligibility annually through this office. You will be notified in advance of your obligation to continue eligibility in a timely fashion. **However, the responsibility to ensure continued certification is yours.** Failure to document your firm's continued eligibility for the CBE and SBE programs within **thirty (30) days** from your anniversary may result in the expiration of your firm's certifications. Should you continue to be interested in certification after it has expired, you will need to submit a new application, and all required supporting documentation for review.

To review current Broward County Government bid opportunities, visit: www.broward.org/Purchasing and click on "Current Solicitations and Results." Also, from this website, you can log into your firm's profile in BidSync to ensure you have added all appropriate classification codes. Bid opportunities over \$3,500 will be advertised to vendors via e-mail and according to classification codes, so please ensure that both the Purchasing Division and OESBD are apprised of your current e-mail address.

Your primary certification group is: **Architecture/Engineering Services**. This is also how your listing in our directory will read. You may access your firm's listing by visiting the Office of Economic and Small Business Development Directory, located on the internet at: www.broward.org/EconDev and click on "Certified Firm Directories."

Your firm may compete for, and perform work on Broward County projects in the following area:

NAICS CODE: 541380

We look forward to working with you to achieve greater opportunities for your business through county procurement.

Sincerely,

SANDY-MICHAEL MCDONALD
 Digitally signed by SANDY-MICHAEL MCDONALD
 Date: 2023.10.26 12:11:10
 -04'00'

Sandy-Michael McDonald, Director
 Office of Economic and Small Business Development

Cert Agency: BC-CBE SBE
ANNIVERSARY DATE: NOVEMBER 29th

Broward County Board of County Commissioners
 Mark D. Bogen • Lamar P. Fisher • Beam Furr • Steve Geller • Robert McKinzie • Nan H. Rich • Hazelle P. Rogers • Tim Ryan • Michael Udine
www.broward.org

State of Florida

Department of State

I certify from the records of this office that IBA CONSULTANTS, INC. is a corporation organized under the laws of the State of Florida, filed on January 18, 1996.

The document number of this corporation is P96000006852.

I further certify that said corporation has paid all fees due this office through December 31, 2023, that its most recent annual report/uniform business report was filed on March 7, 2023, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

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



[Handwritten Signature]
Secretary of State

Tracking Number: 4219585109CC

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

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

IBA Consultants | Building Envelope and Waterproofing

Local Business Tax Receipt

Miami-Dade County, State of Florida

-THIS IS NOT A BILL - DO NOT PAY



3428521

RECEIPT NO.

RENEWAL
3580629

BUSINESS NAME/LOCATION

BAKER MARK
7104 NW 51ST ST
MIAMI, FL 33166-5630



EXPIRES
SEPTEMBER 30, 2024

Must be displayed at place of business
Pursuant to County Code
Chapter 8A - Art. 9 & 10

OWNER

BAKER MARK

SEC. TYPE OF BUSINESS

212 PROFESSIONAL

**PAYMENT RECEIVED
BY TAX COLLECTOR**

100.00 07/31/2023
CHECK21-23-045305

PE0047390

This Local Business Tax Receipt only confirms payment of the Local Business Tax. The Receipt is not a license, permit, or a certification of the holder's qualifications, to do business. Holder must comply with any governmental or nongovernmental regulatory laws and requirements which apply to the business.

The RECEIPT NO. above must be displayed on all commercial vehicles - Miami-Dade Code Sec 8a-276.

For more information, visit www.miamidade.gov/taxcollector



Local Business Tax Receipt

Miami-Dade County, State of Florida

-THIS IS NOT A BILL - DO NOT PAY



3428513

RECEIPT NO.

RENEWAL
3580603

BUSINESS NAME/LOCATION

IBA CONSULTANTS INC
7104 NW 51ST ST
MIAMI, FL 33166-5630



EXPIRES
SEPTEMBER 30, 2024

Must be displayed at place of business
Pursuant to County Code
Chapter 8A - Art. 9 & 10

OWNER

IBA CONSULTANTS INC

SEC. TYPE OF BUSINESS

212 P.A./CORP/PARTNERSHI
P/FIRM

**PAYMENT RECEIVED
BY TAX COLLECTOR**

75.00 07/31/2023
CHECK21-23-045305

Employee(s) 1

This Local Business Tax Receipt only confirms payment of the Local Business Tax. The Receipt is not a license, permit, or a certification of the holder's qualifications, to do business. Holder must comply with any governmental or nongovernmental regulatory laws and requirements which apply to the business.

The RECEIPT NO. above must be displayed on all commercial vehicles - Miami-Dade Code Sec 8a-276.

For more information, visit www.miamidade.gov/taxcollector



IBA Consultants | Building Envelope and Waterproofing



State of Florida

Board of Professional Engineers

Whereas, **Nicodeme Pierre** has shown competency and fitness to practice Professional Engineering and has complied with all requirements of the Board of Professional Engineers; therefore by virtue of the powers vested in said Board by the State of Florida, the Florida Board of Professional Engineers hereby issues this certificate of licensure numbered **83858** to practice Professional Engineering in the State of Florida as provided by the laws of the state and subject to the powers as vested in said Board.

In Testimony Whereof, Witness the signature of the Chair and Vice Chair under the seal of the Board this 4th day of October, 2017.



Anthony Fiorillo
 Anthony Fiorillo

Chair

C. Kevin Fleming
 C. Kevin Fleming

Vice Chair



State of Florida

Department of State

I certify from the records of this office that DENNIS J. LEAVY & ASSOCIATES, INC. is a corporation organized under the laws of the State of Florida, filed on June 6, 1994.

The document number of this corporation is P94000043073.

I further certify that said corporation has paid all fees due this office through December 31, 2023, that its most recent annual report/uniform business report was filed on February 16, 2023, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

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




Secretary of State

Tracking Number: 4810092802CC

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

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

Dennis J. Leavy & Associates | Survey



ANNE M. GANNON
CONSTITUTIONAL TAX COLLECTOR
Serving Palm Beach County
Serving you.

P.O. Box 3353, West Palm Beach, FL 33402-3353
 www.pbctax.com Tel: (561) 355-2264

****LOCATED AT****
 460 BUSINESS PARK WAY #B
 ROYAL PALM BEACH, FL 33411-1710

TYPE OF BUSINESS	OWNER	CERTIFICATION #	RECEIPT #/DATE PAID	AMT PAID	BILL #
LAND SURVEYOR & MAPPER BUSINESS	DENNIS J LEAVY & ASSOCIATES INC	LB6599	B23.667963 07/20/2023	\$66.00	B40137174

This document is valid only when received by the Tax Collector's Office.



2-380

DENNIS J LEAVY & ASSOCIATES INC
 DENNIS J LEAVY & ASSOCIATES INC
 460 BUSINESS PARK WAY STE B
 ROYAL PALM BEACH FL 33411-1710

STATE OF FLORIDA
PALM BEACH COUNTY
2023 / 2024 LOCAL BUSINESS TAX RECEIPT
LBTR Number: 201257765
EXPIRES: 09/30/2024

This receipt grants the privilege of engaging in or managing any business profession or occupation within its jurisdiction and MUST be conspicuously displayed at the place of business and in such a manner as to be open to the view of the public.



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.: **LB6599**
 Expiration Date February 28, 2025

Professional Surveyor and Mapper Business License

Under the provisions of Chapter 472, Florida Statutes

DENNIS J LEAVY & ASSOCIATES INC
 460 BUSINESS PARK WAY STE B
 ROYAL PALM BEACH, FL 33411-1710

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.

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ARCHITECTURE
ENGINEERING
INTERIORS
PLANNING

ALEXANDRIA
ATLANTA
AUSTIN
BOCA RATON
DALLAS/FORT WORTH
DENVER

HOBOKEN
HOUSTON
LAS VEGAS
LOS ANGELES
SALT LAKE CITY
SAN DIEGO

791 PARK OF COMMERCE BLVD., STE 400
BOCA RATON, FLORIDA 33487
T 561 988 4002

PGAL.COM



REQUEST FOR QUALIFICATIONS - RFQ: 24-001

CONTINUING PROFESSIONAL SURVEYING AND MAPPING CONSULTING SERVICES (CCNA)

January 10, 2024



BRANCH OFFICE
402 Appelrouth Lane, Suite 2E
Key West, FL 33040
Phone: (305) 294-7770

CORPORATE OFFICE
50 S.W. 2nd Avenue, Suite 102
Boca Raton, FL 33432
Phone: (561) 994-594
www.avirom.com

BRANCH OFFICE
2506 SE Willoughby Blvd.
Stuart, FL 34994
Phone: (772) 781-6266



1 LETTER OF INTEREST

2 PERSONNEL QUALIFICATIONS

3 PAST EXPERIENCE

4 APPROACH TO PROJECT MANAGEMENT

5 RESOURCES, AVAILABILITY, AND COMMITMENT

6 REFERENCES

7 CERTIFIED MINORITY BUSINESS ENTERPRISE

8 SUBMITTAL FORMS

1

LETTER OF
INTEREST



January 10, 2024

Town of Highland Beach
Town Hall
3614 S. Ocean Blvd.
Highland Beach, FL 33487

**RE: REQUEST FOR QUALIFICATIONS - RFQ: 24-001
CONTINUING PROFESSIONAL SURVEYING AND MAPPING CONSULTING SERVICES (CCNA)**

Avirom & Associates, Inc. is pleased to submit our response to the Town of Highland Beach's Request for Qualifications for Surveying Services. Established in 1981 by Michael D. Avirom, the firm is dedicated solely to the land surveying profession.

The Avirom team of 35 individuals includes six registered land surveyors and five licensed drone pilots. Avirom & Associates is a qualified and experienced team of professionals who have worked together for decades to deliver services to counties, municipalities and agencies throughout the Florida region including the cities of Lauderdale, Tamarac, Coral Springs, Marathon, Delray Beach, West Palm Beach, Boynton Beach, Key West, Towns of Lauderdale-By-The-Sea, Highland Beach and Palm Beach, Village of Islamorada, Broward College and the Florida Counties of Martin and Monroe. Our team has done extensive work for private properties within the Town of Highland Beach and has also worked indirectly with consultants on various Town projects.

Avirom & Associates' portfolio includes boundary, platting, topographic, laser scanning, aerial mapping with lidar and route-of-line surveys to facilitate the design of community improvements. We are also proficient in construction layout, as-builts, platting and the preparation of easements. We are capable and qualified to provide all services requested within your proposed Scope of Work.

Thank you for your consideration of our interest and qualifications as they pertain to this contract. We look forward to continuing to build upon our success with the Town of Highland Beach and to serving as the Town's trusted land surveying partner.

Respectfully submitted,

A handwritten signature in purple ink, appearing to read "Marisha M. Kreitman".

Marisha M. Kreitman, P.S.M.
Avirom & Associates, Inc.
Project Surveyor



PERSONNEL QUALIFICATIONS

Our firm manages its current and projected workload fluctuations through companywide resource/personnel sharing method. All members of Avirom Team are experienced in working on municipal projects. Avirom & Associates has prepared a highly qualified and experienced team of professionals to work with the Town. Avirom & Associates understands that the scope of work will vary depending on the Town's needs. We will use our own equipment, materials, supplies, accessories, office space, etc... to perform the required work. As part of the services to be provided, Avirom & Associates will provide professional(s) with specific qualifications, knowledge, skills, and experience in various fields including but not limited to the following, per Chapter 472, Florida Statute:

- a. Sketch & Legal Descriptions
- b. Boundary Survey
- c. Topographical Survey
- d. Mapping - Parcel and Platting; Utility System and Aerial Survey
- e. Computer Aided Drafting (CAD)
- f. Digital Terrain Modeling
- g. ALTA/NSPS Land Title Survey
- h. Route of Line Survey
- i. Bathymetric Survey

Our project staffing approach is defined by team assignments. When assigning each team, we specifically consider the individual team member, their experience and project completion history. By utilizing this team approach method, we are capable of producing high quality products within the allotted time period and always within budget. Our firm is prepared to fully commit the key personnel and support staff from the initial start of this contract and throughout its entirety.



Marisha M. Kreitman, P.S.M., will be the Project Manager and lead Project Surveyor for the duration of this contract. Marisha has 29 years of surveying experience, all of which has been with Avirom & Associates. She has been directly responsible for the firm's work in several municipalities. She will be responsible for all project coordination, scheduling oversight and budgeting. Marisha's role will include:

- Development of project scope and schedules with Town staff
- Preparation of a survey plan for implementation of project scope
- Discussion of parameters of the project with survey field crew
- Final review for quality assurance
- Platting, boundary and topographic surveys
- Mapping
- Route-of-line surveys for engineering design
- Prepare land descriptions with sketches for various documents such as utility easements and parcel boundary delineation
- Management of Computer Aided Drafting
- ALTA/NSPS Land Title Survey
- Additional services as requested by the Town

Working with Marisha M. Kreitman will be Mark A. Jahrsdoerfer and Frank Carvalho who are both capable of dual roles, working as Party Chiefs and/or CAD Technician. Satarupa Khamaru will also be assigned, where necessary, as CAD Technician on the Town's projects.

Michael D. Avirom, P.L.S., the firm's President and founder, will supplement the project team with his wide range of knowledge and experience of the South Florida area and the land surveying profession. Mr. Avirom will be responsible for review and quality assurance of the surveys performed.



MARISHA KREITMAN

Project Manager / LS6555/ Florida

EDUCATION:

Associate of Arts, Palm Beach State College, 2002
Bachelor of Arts, Florida Atlantic University, 2005

CERTIFICATIONS:

State of Florida, Professional Survey and Mapper, LS #6555

AFFILIATIONS:

Member of Florida Surveying and Mapping Society

PROFESSIONAL EXPERIENCE

Marisha Kreitman began working at Avirom & Associates as a drafts person in 1994. She advanced to the position of Survey Technician while furthering her education. In 2005, she graduated Magna Cum Laude with a Bachelor of Arts degree in Geography with a minor in Geographic Information System (GIS) from Florida Atlantic University. She became a Professional Surveyor and Mapper in July 2006. Ms. Kreitman has acted in the role as Project manager and Project Surveyor. She has substantial knowledge and understanding of Surveying and Mapping. Her experience includes boundary and topographic surveys, route-of-line/topographic surveys, bathymetric surveys, platting, ALTA/ NSPS Land Title Surveys, condominium declaration exhibits and land descriptions with sketches for various documents such as submerged land easements, utility easements and land swap parcels. Ms. Kreitman has worked with clients to prepare special exhibits for submittal to governmental agencies and for court cases.

PROJECT EXPERIENCE:

City of Boca Raton

Arbor Condominium / The Bristol – ALTA/NSPS Survey; sketch and descriptions

Boca Raton Golf & Racquet Club – ALTA/NSPS survey with aerial mapping for City acquisition

Boca Raton Hotel & Beach Club (now The Boca Raton) - Boundary, ALTA/NSPS, topographic and mean high-water line surveys; sketch and descriptions; underground utilities for mapping; platting; specific purpose survey with X & Y coordinates and submerged land lease field survey

Florida Atlantic University Research Park, Boca Raton – ALTA/ACSM Land Title surveys; update improvements; location of underground utilities; layout signs

Three Thousand South Condominium – Building package/construction services

Oceanfront Properties in Boca Raton – Boundary, topographic, mean high water line, coastal construction control line, erosion control line and DEP permit surveys

Hillsboro/El Rio Park, Boca Raton – GPS horizontal control, boundary, topographic and mean high water line surveys

Mizner Trail Golf Course – Boundary survey, establish GPS controls and aerial mapping

Oceanview/Lakeview, Villa Oceana, Boca Raton – Boundary, topographic, mean high water line and ALTA/ACSM Land Title surveys

City of Boca Raton, Downtown Promenade - Base mapping of all existing above ground improvements, utilities, right-of-ways and easements for engineer's design

AT&T Surplus Land Project – Plat preparation and processing; boundary, topographic, and tree survey; stand-alone surveys for separate lots

City of Boynton Beach

Dewey Park - Topographic and tree survey

City of Davie

Broward College - Topographic surveys for various buildings/locations of the college; specific purpose survey for 11 Emergency Call Tower Structures; lake cross-sections; maintain the college master plan



City of Delray Beach

City of Delray Beach City Complex – Topographic survey

Delray Beach Knee Wall Project – Topographic survey in accord with Department of Environmental Protection specifications for the construction of knee walls along State Road A-1-A at beach access points

Historical Society – Topographic and tree survey

Pineapple Grove Pocket Park – Boundary and topographic survey

Delray Beach Townhomes – Platting, Boundary & Topographic Survey, Sketch and descriptions for right-of-way dedication

Barwick Road Design Project – Route of line/topographic survey for sidewalk design and replacement, plan and profiles for LWDD canal, Project Network Control Plan to Palm Beach County Engineering specification

Delray Beach Memorial Gardens Municipal Cemetery – Boundary, topographic and tree survey for cemetery design and expansion

Delray Beach Historical Society – Prepare legal descriptions and boundary map for the City of Delray Beach downtown historic district

City of Fort Lauderdale

Las Olas Marina – Design survey for marina excavation, DEP permit survey, specific purpose and topographic surveys; sketch and descriptions; submerged land leases

Pier 66 Hotel – Specific purpose survey to update improvements and underground locates within specific area; as-builts; monitor building for vertical movement

Quay Shopping Center – Boundary and topographic survey, FAA survey

Town of Jupiter

Toney Penna Transmission Valve Replacements – Right-of-way/property line mapping; GPS horizontal control; topographic survey; underground utility mapping

Town of Highland Beach

Various Private Oceanfront/Intracoastal Waterway Properties – Boundary, topographic, tree, mean high-water line, coastal construction control line, erosion control line, and DEP permit surveys

Town of Hillsboro Beach

Various Private Oceanfront/Intracoastal Waterway Properties – Boundary, topographic, tree, mean high-water line, coastal construction control line, erosion control line, and DEP permit surveys; specific purpose survey with X & Y coordinates; submerged land lease field surveys; sketch and descriptions; court exhibits for encroachments and riparian rights disputes

Town of Palm Beach

Town of Palm Beach Undergrounding Project – Route of line/topographic survey for undergrounding above ground utilities

Village of Palm Springs

Entire Village of Palm Springs – Prepare/write legal descriptions for the redistricting of the Village of Palm Springs

Village of Sea Ranch Lakes

Entire Village of Sea Ranch Lakes – Route of line survey; lake locations; DEP permit survey

Village of Tequesta

Concentrate Disposal Main Relocation Project – GPS horizontal control; route of line/topographic survey; underground utility mapping



MARK A. JAHRSDOERFER

CAD Technician / Party Chief

EDUCATION:

Bachelor of Science / Geomatics Engineering, 2019

PROFESSIONAL EXPERIENCE

Mark Jahrsdoerfer started his survey career as an Instrument Technician with Avirom & Associates, Inc. in 2014. He was promoted to Party Chief in March of 2017 and has since become a proficient CAD technician. As he progressed with the company his success in the classroom showed his dedication to the field of land surveying. He graduated with a Bachelor of Science in Geomatics Engineering from Florida Atlantic University in 2019. He was awarded the Faculty Award for Outstanding Academic Achievement and Outstanding Leadership from the Department of Civil, Environmental & Geomatics Engineering. Types of surveys he is experienced in include boundary, topographic, route-of-line, bathymetric, ALTA/NSPS Land Title Surveys, FEMA elevation certificates and construction services. He understands the procedures that transpire for multiple types of equipment including Global Positioning System (GPS) and LiDAR (3D laser scanning). Mark is in the process of pursuing his license to become a Professional Surveyor & Mapper.

PROJECT EXPERIENCE:

City of Boca Raton

Boca Country Club Golf Course – Boundary survey and delineate encroachments along property lines

Boca Raton Hotel & Beach Club - Boundary, topographic and Mean High-Water Line survey; ALTA/NSPS Land Title Survey; FEMA elevation certificate; underground utilities mapping; specific purpose survey with X and Y coordinates and submerged land lease field survey

Mizner Grand, Boca Raton – Boundary, topographic, Mean High-Water Line survey and floor plan exhibit utilizing 3D laser scanning

City of Deerfield Beach

Deerfield Beach Substation - Boundary and topographic survey with utility poles and power line heights for Florida Power & Light

City of Delray Beach

Delray Beach Country Club Golf Course – Boundary, topographic, route-of-line and tree survey for the design and installation of new reclaim water line and improvements

Monroe County

City of Key West – Topographic and route-of-line surveys of various streets throughout the city

Keys Overnight Temporary Shelter (KOTS) on Stock Island – Boundary survey, Mean High-Water Line Survey and Wetlands Delineation

Isla Bella Resort Knights Key, Monroe County – ALTA/NSPS Land Title Survey

Fort Zachary Taylor, Key West – Bathymetric survey

Town of Hillsboro Beach

Hillsboro Inlet South Jetty Restoration – Bathymetric survey

Hillsboro Canal – Bathymetric survey with cross sections

Various Private Oceanfront/Intracoastal Waterway Properties in Town of Hillsboro Beach – Boundary, topographic, Mean High-Water Line, Coastal Construction Control Line, Erosion Control Line and DEP permit surveys; sketch and descriptions; tree surveys; specific purpose surveys with X and Y coordinates and submerged land lease field surveys; court exhibits for encroachments and riparian rights disputes

Town of Palm Beach

Town of Palm Beach Undergrounding Project - Route-of-line survey; sketch and descriptions for utility easements

Town of Surfside

Town of Surfside Undergrounding Project - Route-of-line survey; sketch and descriptions for utility easements

Village of Sea Ranch Lakes

Sea Ranch Lakes – Set horizontal and vertical control for boundary, topographic and Mean High-Water Line survey



FRANK CARVALHO
Party Chief, UAS Remote Pilot

EDUCATION:

Associates of Arts, Broward College, 2018
Bachelor of Science in Geomatic Engineering, Florida Atlantic University, 2022

CERTIFICATIONS:

Remote (UAS) Pilot Certificate, FAA, 2022

AFFILIATIONS:

Member of Florida Surveying and Mapping Society

PROFESSIONAL EXPERIENCE

Frank Carvalho was born and raised in South Florida. In March 2020, Frank started his survey career with Avirom & Associates, Inc. as a Florida Atlantic University intern while working on his bachelor's degree in Geomatic Engineering. His initial role at Avirom was instrument technician. Through hard work, integrity and discipline he graduated from Florida Atlantic University and was promoted to Party Chief at Avirom in the same year. He went on to obtain his UAS Remote Pilot Certificate. He is currently working on completing his 3-4 years of responsible charge so he can become a licensed Professional Surveyor & Mapper. Throughout his schooling he has acquired skills in AutoCAD (Civil3D, MicroSurveyCAD), MATLAB, REVIT, TDS Ranger/Carlson/Leica Data Collector, Total Station, and Cyclone (Leica). During his time at Avirom, Frank has acquired skills and experience in Construction Surveying, Subdivision design, Boundary retracement, Route-of-Line, Topography, FEMA elevation certificates, traverse computations, leveling & height determination, trigonometric leveling, ALTA/NSPS Land Title Surveys, and Terrestrial positioning using GPS (GNSS).

PROJECT EXPERIENCE:

City of Boca Raton

Various Private Oceanfront/Intracoastal Waterway Properties in Boca Raton - Boundary, topographic, Mean High-Water Line, Coastal Construction Control Line; sketch and descriptions; tree surveys; specific purpose surveys with X and Y coordinates and submerged land lease field surveys

Mizner Grand, Boca Raton - Boundary, topographic, floor plan exhibit utilizing 3D laser scanning

Boca Country Club Golf Course - Boundary survey and delineate encroachments along property lines

City of Delray Beach

Delray Beach (Barwick Rd) - Topographic and route-of-line survey

City of Key West

Plantation Key Project - Topographic and route-of-line survey with LiDar Scan

City of West Palm Beach

North Railroad Avenue (NORA) Streetscape Project – Boundary, tree, specific purpose and construction layout surveys

Broward County

Sheridan FP&L Substation Project - Boundary, Topographic LiDar Scan, and tree survey according to FP&L specification(s)

Broward College – Boundary, Tree, Specific Purpose and Construction Layout Surveys

Town of Lantana

Town of Lantana Undergrounding Project – Storm and sewer survey to create a GIS maintenance system

Town of Palm Beach

Town of Palm Beach Undergrounding Project - Route-of-line survey; sketch & descriptions for utility easements



SATARUPA KHAMARU

Senior CAD Technician

EDUCATION:

2009 / Bachelor in Technology / Computer Science & Engineering

2018 / Master of Science / Geomatics Engineering

PROFESSIONAL EXPERIENCE

Satarupa Khamaru started working with Avirom & Associates, Inc. as a draftsman in 2018. She graduated with a Bachelor in Technology degree in Computer Science & Engineering from West Bengal University of Technology, India in 2009. She worked as a Software Developer Analyst in Dell Services from 2010 to 2016. She advanced her education and graduated with a Master in Science degree in Geomatics Engineering from Florida Atlantic University in 2018. While attending Florida Atlantic University, she did her Master Thesis project in 'Non-contact Deflection Monitoring System for Timber Railroad bridges using 3D Terrestrial Laser Scanning and Photogrammetry'. Her expertise includes boundary, topographic and route-of-line surveys by conventional methods and utilizing 3D Laser Scanning technology.

PROJECT EXPERIENCE:

City of Aventura

Aventura Substation –Route-of-line and topographic survey of switchyard

City of Boca Raton

Boca Raton Hotel & Beach Club - Detailed topographic and tree surveys using 3D laser scanning

Mizner Grand - Detailed topographic survey using 3D laser scanning

Town of Jupiter

Jupiter Inlet Light House ONA – 3D change detection of Shoreline using Terrestrial Laser scanning data. Project done during Masters in Florida Atlantic University

City of West Palm Beach

Ballen Isles Drive – Detailed topographic and tree surveys using 3D laser scanning

Clematis Street Right-of-Way - Topographic survey using 3D laser scanning

Monroe County

Caroline Street, Green Street & Elizabeth Street, Key West – Route-of-line and topographic survey using 3D Laser Scanning

Isla Bella Resort, Marathon – ALTA/NSPS Land Title Survey & Mean High Water Line Survey

Eaton Street from Whitehead Street to Simonton Street, Key West – Route-of-line and topographic survey using 3D Laser Scanning

Intersection of 5th Street & Patterson Avenue, Key West – Topographic survey using 3D Laser Scanning

Key West Home Depot – Topographic survey of entire parking lot using 3D Laser Scanning

Henry V. Haskins Senior Citizen Plaza, Key West – Spot Elevations and locations of utilities w/ inverts

James Street, Key West – Route-of-line and topographic survey using 3D Laser Scanning

Miscellaneous Counties

Laudania Substation –Route-of-line and topographic survey of switchyard

Country Club Village – Route-of-line survey

Broward College Central Campus – Utility as-builts

City of Boynton Beach – Dimick & Potter Road – Route-of-line survey

City of Boynton Beach – Seacrest Boulevard – Route-of-line survey

Reynolds Street, Whitehead Street & South Street, Key West – Detailed route-of-line survey using 3D laser scanning

City of Boca Raton Street Lighting Project – Determine right-of-way line based on found monumentation in the field, stake position of proposed poles

Publix Higate Square, Miami - ALTA/NSPS Land Title Survey

Barwick Road Design Project – Topographic Survey

1000 Riviera Drive, Ft. Lauderdale - ALTA/NSPS Land Title Survey

1490 S.E. Cove Road, Stuart – Boundary, Topographic & Tree Survey

West Deerfield Stormwater Capital Improvement Project – Route-of-line survey

North Drive & High Point Boulevard, Delray Beach – Route-of-line survey

Jupiter Inlet Light House ONA – 3D change detection of Shoreline using Terrestrial Laser scanning data. Project done during Masters in Florida Atlantic University



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.: **LB3300**
Expiration Date February 28, 2025

Professional Surveyor and Mapper Business License

Under the provisions of Chapter 472, Florida Statutes

AVIROM & ASSOCIATES INC
50 SW 2ND AVE #102
BOCA RATON, FL 33432-4799

WILTON SIMPSON
COMMISSIONER OF AGRICULTURE

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



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

License No.: **LS6555**
Expiration Date February 28, 2025

Professional Surveyor and Mapper License

Under the provisions of Chapter 472, Florida Statutes

MARISHA M KREITMAN
50 SW 2ND AVE STE 102
BOCA RATON, FL 33432-4749

NICOLE "NIKKI" FRIED
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.

State of Florida

Department of State

I certify from the records of this office that AVIROM & ASSOCIATES, INC. is a corporation organized under the laws of the State of Florida, filed on July 1, 1981.


The document number of this corporation is 693023.

I further certify that said corporation has paid all fees due this office through December 31, 2024, that its most recent annual report/uniform business report was filed on January 5, 2024, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Fifth day of January, 2024*




Secretary of State

Tracking Number: 4825143597CC

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

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

3

PAST EXPERIENCE



AVIROM
SURVEYING & MAPPING
 BOCA RATON . KEY WEST . STUART

Avirom & Associates team offers the Town of Highland Beach a substantial resume of relevant continuing contract municipal and private developments project experience. Our firm has done extensive work within the Town of Highland Beach for private developments and has in the past worked with consultants on Town projects.

WE ARE CONTINUING CONTRACT SPECIALISTS!

MUNICIPALITY/AGENCY

City of Coral Springs
 City of Delray Beach
 Martin County
 Monroe County
 Town of Lauderdale-By-The-Sea
 Village of Islamorada
 City of Tamarac
 City of Lauderhill
 Broward College
 City of Boynton Beach
 City of Lake Worth

CONTRACT START/CONTRACT END

October 2015/December 2025
 November 2001/August 2024
 October 2015/January 2024
 May 2016/Present (pending renewal)
 May 2017/October 2024
 August 2015/March 2025
 September 2016/Month-Month
 February 2020/(pending renewal)
 October 2020/October 2025
 April 2017/August 2025
 March 2023/March 2026

TEAM MEMBER ON CONTINUING CONTRACTS WITH OTHER CONSULTANT LEADS

Boynton Beach Community Redevelopment Agency
 Delray Beach Community Redevelopment Agency
 City of Margate
 City of Miami Gardens
 City of Sunrise
 City of West Palm Beach
 Palm Beach County
 Town of Cutler Bay
 Town of Davie
 Town of Jupiter Utilities
 Town of Palm Beach
 Village of Palmetto Bay





TOWN OF PALM BEACH TOWN-WIDE UNDERGROUNDING OF UTILITIES 05/2016 - Present

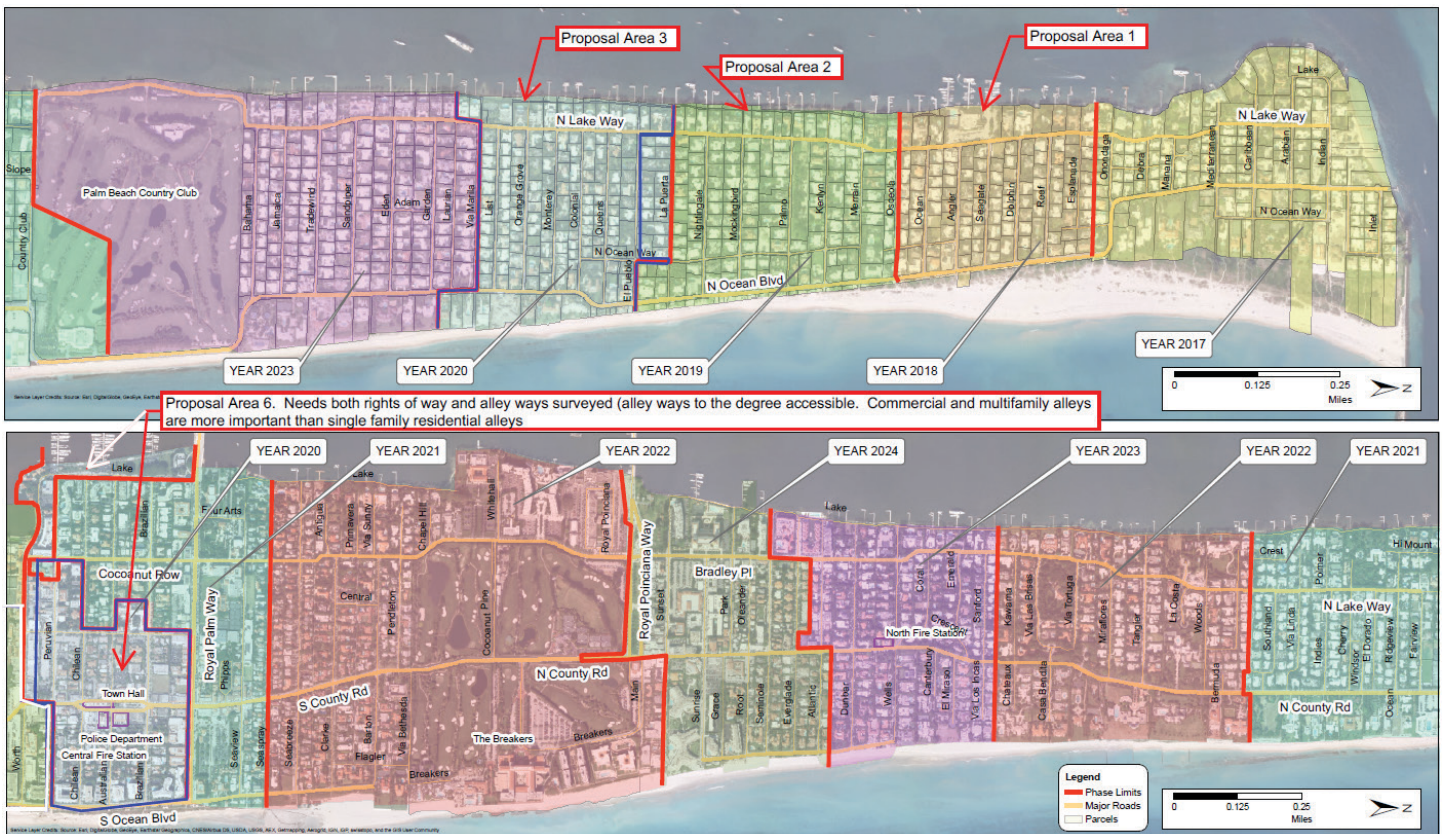
PROJECT SCOPE:

Utilizing 3D Scanning, GPS and conventional surveying, the Avirom team prepared Engineering Design/ Topographic surveys for the placement of overhead utilities underground. The Town of Palm Beach is 7.8 square miles so the mapping was divided into 8 phases, some of the phases being divided into north and south zones. In addition to the topographic surveys, the Avirom team is in the process of preparing easements, as-built surveys and performing construction related services.

KEY PERSONNEL:

- Michael D. Avirom, P.L.S. – Project Surveyor
- Marisha Kreitman, P.S.M. – Senior CAD Technician / Project Manager
- Satarupa Khamaru – Senior CAD Technician
- Mark Jahrsdoerfer, Frank Carvalho – Party Chiefs

TOWN OF PALM BEACH



BOYNTON BEACH CRA - COTTAGE DISTRICT PROPERTIES**02/2016 – 06/2021****PROJECT SCOPE:**

Various Sketch and descriptions; utility locations and as-builts; boundary surveys; topographic surveys; construction staking.

KEY PERSONNEL:

Marisha Kreitman, P.S.M. - Senior CAD Technician / Project Manager
Satarupa Khamaru - Senior CAD Technician
Mark Jahrsdoerfer - Party Chief

BOYNTON BEACH CRA – DOWNTOWN/DEWEY PARK “THE PIERCE”**09/2014 – 07/2021****PROJECT SCOPE:**

Various Boundary surveys for acquisition and topographic surveys

KEY PERSONNEL:

Marisha Kreitman, P.S.M. – Senior CAD Technician / Project Manager
Satarupa Khamaru: Senior CAD Technician
Michael Howald – Party Chief



TOWN OF SURFSIDE - TOWN-WIDE UNDERGROUNDING OF UTILITIES

11/2023 – Present

PROJECT SCOPE:

Route of line survey and Sketch & Descriptions.

Avirom & Associates is currently working with the engineer, Kimley-Horn, as a subcontractor for the Town of Surfside. This is a three-phase project. The Avirom team will be providing the base mapping of all the streets within the Town which involve locating all improvements within the right-of-way and establishing right-of-way/ownership lines. This survey will be used for design by the engineer to implement a plan for undergrounding the Town's overhead utilities. After the design process, Avirom team will be responsible for preparing Sketch & Descriptions for various utility easements and eventually layout the easements for construction.

KEY PERSONNEL:

Marisha Kreitman, P.S.M. - Project Surveyor/Manager

Satarupa Khamaru - Senior CAD Technician

Mark Jahrsdoerfer - Party Chief



CITY OF FORT LAUDERDALE – LAS OLAS MARINA
4/2014 - 5/2021

PROJECT SCOPE:

Design survey, DEP permit, specific purpose and topographic surveys; sketch and descriptions for Submerged Land Leases, Utility Easements and Easement Abandonments.

Avirom & Associates, Inc. provided base mapping and other services to support the City of Fort Lauderdale's \$86 million beach redevelopment plan which involves expansion of the Las Olas Marina, constructing parking garages and creating an Intracoastal promenade.

KEY PERSONNEL:

Michael D. Avirom, P.L.S. - Project Manager/Surveyor

Marisha M. Kreitman, P.S.M. - Senior CAD Technician / Project Manager

Kevin Ward and Jimmy Friddle, Party Chiefs



KEY WEST INTERNATIONAL AIRPORT
12/2012 - 6/2019

PROJECT SCOPE:

Avirom & Associates, Inc. provided topographic surveying services to support the rehabilitation of the commercial apron; rehabilitation of the runway paved surface; performed a topographic survey, with right-of-way determination, to support design for the pavement rehabilitation of Feraldo Circle; performed ground control to support aerial mapping; and performed a detailed topographic survey to support the construction of the Engineered Arrestor System (EMAS) at the end of the runway.

KEY PERSONNEL:

Keith Chee-A-Tow, P.L.S. - Project Manager/Surveyor/Senior CAD Technician
Russell Dame - Party Chief



4

APPROACH TO PROJECT MANAGEMENT

METHODOLOGY AND RATIONALE FOR THE PROPOSED APPROACH

Please consider Avirom & Associate's quality assurance, quality control and project management policy which will be employed from the inception of every project to ensure that each assignment associated with this continuing services contract will be carried through to completion in the most efficient and timely manner.

Avirom & Associates, Inc.'s focus is on precision surveying and clear communication, both with the Town of Highland Beach and our staff. Our quality control/quality assurance policy guarantees that the drawings produced by our team are an accurate reflection of the information collected by our experienced crew in the field. We are on the cutting edge and current with technology with the advent of 3-dimensional laser scanning and drone capabilities.

The following steps are taken to ensure the quality of each project:

- Project Manager will coordinate with the Town's staff to develop a project scope of services to meet the project objectives
- Development of survey plan for implementation of project scope
- Research for plats, right-of-ways, controls, prior surveys, benchmarks, etc.
- Meet with survey field crew to discuss parameters of the project and safety procedures
- Determine the technology necessary for the project and establish equipment to be utilized in the field
- Mobilize field crew(s)
- Ongoing review of project standards, criteria and checklist
- Daily review of field notes to ensure the scope of work and standards are met
- Ongoing/daily communication between project manager and field crew with special emphasis on the transmittal of data, quality control, safety, cost and schedule adherence
- Process survey field data and prepare final drawings
- Field review by Project Manager for quality assurance and to ensure the work meets Florida State Statutes and Minimum Technical Standards

Throughout every stage of a project, quality checks are utilized starting with our field crew chiefs, all of whom are experienced and are knowledgeable in the practice of the surveying profession. Field notes and data files are submitted at the end of each workday to the project manager. The field notes are then checked by a survey technician whose responsibility includes drafting the work in AutoCAD/Carlson.

After drafting has been completed by the survey technician and a due diligence review by the project manager, the crew returns to the field with a copy of the survey to perform a quality assurance field check. A final due diligence check is made by the project manager prior to signing, sealing and delivering to the client.



5

RESOURCES, AVAILABILITY, AND COMMITMENT

THE FIRM'S COMMITMENT, FLEXIBILITY & ATTENTIVENESS, DELIVERABLES, LIST OF RESOURCES AND/OR EQUIPMENT THAT WILL BE PROVIDED BY THE RESPONDENT AND ITS CURRENT WORKLOAD



Aviom & Associates is committed to delivering projects on time and within budget. Our firm has built its reputation and over 40 years of business success by ensuring that our clients and their projects receive the dedicated time and resources necessary to meet every assignment's delivery objective. The Aviom & Associates survey team is adept at the simultaneous management of multiple projects of varied size, scope and complexity. We work together as a company to ensure that all of our client's commitments are met in a timely and efficient manner.

The proposed team for this contract and their workload will be managed by the Project Manager, Marisha Kreitman who has worked closely with this team for many years in the delivery of successful projects for agencies throughout South Florida. If necessary, Marisha has the entire highly capable Aviom team at her disposal to pool together to get the job done. As the Project Manager, Marisha closely monitors the

duration and budget of each of her projects. Every team member turns in daily timesheets to the Project Manager which includes details of the daily tasks, hours worked and percentage to job completion.

PEOPLE RESOURCES:

The Aviom & Associates team consists of 35 employees with an average length of service of 18 years. We are one of the few firms in the State of Florida that has six Registered Land Surveyors. Our Boca Raton office, which will be the office responsible for performance, managing and production of work related to this contract is under 6 miles from the Town of Highland Beach. Aviom & Associates also has branch offices in Stuart and Key West, Florida.

TECHNICAL/EQUIPMENT RESOURCES:

Laser Scanning: Laser Scanning: Aviom & Associates is on the forefront of 3D scanning technology or terrestrial lidar to create the most detailed survey data models. After the precise horizontal and vertical control is established, we use Leica P40 or Trimble X7 scanners to collect millions of XYZ data points which we process into a "point cloud" using Cyclone Software. This point cloud is then used to create CAD files, as well as virtual 3D "fly through" of the site and then publish a 3D site for engineering subcontractors' future use. These products are highly useful as they provide us with the ability to virtually extract information without the cost and logistical coordination of re-mobilizing site crews.

The scanners can also be used for forensics and public safety. The scanners can gather the information needed at the scene of any accident or onsite activities, leaving the area undisturbed. Civil/survey use is another aspect of the scanners. Laser scanning eliminates the need for site re-visits while gathering accurate information for topographic surveys, as-builts and title surveys. These scanners are also well-suited for archaeological/historical sites. Detailed geometry can be obtained for restoration or excavation without disturbing a site. As-built information of power plants, water treatment plants and other structures, onshore or offshore, requiring detail with less disruption is achievable.

Deliverables range from 2D plans, 3D models, fly-through videos and TIN files for elevation and volume calculations. The Lidar Scan Stations provide a cost-effective alternative for accurate information gathering regardless of the terrain or condition.

Total Station with Carlson Software: Our field crews use a total station, an electronic/optical instrument, for surveying and building construction. A total station is an electronic theodolite (transit) integrated with an electronic distance meter (EDM) to read slope distances from the instrument to a particular point. The accuracy and versatility of a Total Station can increase efficiency and accuracy simultaneously.

Avirom & Associates uses Carlson Software, as it offers the latest in technology and innovation. Utilizing this software from data collection, to design and drafting, to estimating, through stakeout, to machine control, we are able to avoid rework and data conversions, allowing our firm to provide the best product in less time

Global Positioning System (GPS): Survey field crew staff are trained in the utilization of Global Positioning System (GPS), electronic data collection and robotics. We employ the latest in surveying technology, including Trimble and Leica dual frequency receivers linked by cellular service to a network of base stations throughout Florida. This affords us the ability to utilize our receivers in Real Time Kinematic (RTK) mode throughout the State of Florida.



UAS Mapping: We are pleased to offer aerial photogrammetric mapping in-house with the utilization of our Unmanned Aerial Systems (UAS) through the DJI M300 drone which is equipped with multiple cameras. The flight time with camera payload is 50 minutes. When using the Lidar/4K camera, the payload flight time is 30 minutes. We have a team of FAA certified UAS remote pilots on staff to fly the missions, with all work done in compliance with the FAA Part 107 requirements.

The Zenmuse P1 is a 45-megapixel full-frame sensor, with 4.4 Pixel Size, low-noise - high sensitivity imaging extends daily operational time. The camera takes a photo every 0.7 seconds during flight and has TimeSync 2.0 that aligns the camera, flight controller, the RTK module and gimbal at the microsecond level.

We are also equipped with a Zenmuse L1 Lidar/4K camera payload. The system was designed for aerial surveying, inspection, and mapping. It creates highly accurate, true-color 3D Point cloud models in real-time. The 3-axis gimbal allows for a wide range of smooth motion, the advanced IMU (inertial measurement unit) and vision sensor allows for accurate positioning. The Livox Lidar module can cover 1.2 square miles of point cloud data in a single flight, it supports up to three returns for increased accuracy, it has a detection range of 1476 feet @ 80% reflectivity. The effective point rate is 240,000 points / per second on a single return and 480,000 points / per second on multiple returns.



CURRENT PROJECTS:

Please see a list of the firm's current workload. Project commitments, client expectations and delivery schedules remain our firm's highest priority. Individual team member workload is based on company-wide backlog. Most of our current projects are on-going and are scheduled on an as needed basis. They do not hinder the firm's ability to handle the Town of Highland Beach projects.

PROJECT MANAGER	CLIENT	PROJECT NAME/ADDRESS	SCOPE OF WORK	DUE DATE
David Eric Breaux	Burkhardt Construction	A1A Streetscape - Hollywood Blvd. to Sheridan St.	Misc. survey services as needed	on going
David Eric Breaux	Burkhardt Construction	800 NE 5th St., Hallandale Beach	Construction services as needed	on going
David Eric Breaux	Srd Building Corp.	1624 Thatch Palm Drive, Boca Raton	Boundary survey, building package	on going
David Eric Breaux	Burkhardt Construction	801-1147 N Railroad Avenue, West Palm Beach	Surveying services as needed	on going
David Eric Breaux	City of Delray Beach	SW 7th Avenue, Delray Beach	Boundary/topo survey; plat preparation	on going
David Eric Breaux	Burkhardt Construction	NW, NE, SW & SE Quadrants	Construction services as needed	on going
David Eric Breaux	Burkhardt Construction	Town of Palm Beach Undergrounding Project	Surveying services as needed	on going
David Eric Breaux	Mark Timothy, Inc. Luxury Homes	4040 Ibis Point Circle, Boca Raton	Building package	on going
David Eric Breaux	Seadar Builders	4112 S. Ocean Blvd., Highland Beach	Boundary survey w/elevations; building pkg	on going
David Eric Breaux	Burkhardt Construction	500 Australian Avenue, Palm Beach	Misc. survey services for pump station	on going
David Howe	FCG Construction	Coral Gardens Neighborhood Restoration, Stuart	Construction layout & as-builts	on going
David Howe	FPL	Florida's Turnpike at NW 15th Court, Lauderhill	Topographic survey	01/19/24
David Howe	Fine Line Construction Contractors, Inc.	Boca Raton Innovation Campus, Boca Raton	Misc. construction layout & as-builts	on going
David Howe	FCG Construction	Salerno Road, SR 76 to SE Willoughby Blvd.	Construction layout and as-builts	on going
David Howe	FCG Construction	Cove Road, Stuart	Misc. construction layout & as-builts	on going
David Howe	Marand Builders, Inc.	Englewood Service Center, Englewood	Building package	on going
David Howe	FPL	Broward Canal Crossings: Hiatus Rd. & C-42 Canal	Topo survey / directional bore as-builts	01/10/24
David Howe	FG Construction, LLC	Deerfield Beach Aquatic Center	Layout and as-builts	on going
John Doogan	City of Boynton Beach	480 E Ocean Avenue & 115 SE 4 St, Boynton Beach	Plat review	on going
John Doogan	DC Construction Associates, Inc.	South Road Office MUPD, Lake Worth	Construction services	on going
John Doogan	Itasca Construction Associates, Inc.	Python Coral Springs - Phase I	Layouts and as-builts	on going
John Doogan	Caulfield & Wheeler, Inc.	142-152 SE 5 Avenue, Delray Beach	Review plat	on going
John Doogan	Expert Construction Managers, Inc.	1723 NW 50 Drive, Okeechobee	Construction services	on going
John Doogan	Karen Ptak	2418 NW 61 Diagonal Rd., Boca Raton	Boundary survey with elevations	01/11/24
John Doogan	Stearns Weaver Miller Weissler Alhadeff & Sitterson	4161 W Hillsboro Blvd, Coconut Creek	Boundary survey	02/22/24
John Doogan	Habitat For Humanity Of Broward	Riverside Drive , Coral Springs	Plat waiver; plat exemption	on going
John Doogan	1075 SRR, LLC	1075 Spanish River Road, Boca Raton	Plat preparation	on going
John Doogan	State Contracting & Engineering Corp.	N Andrews Gardens Community Center, Oakland Park	Surveying services	on going
John Doogan	Club At Quail Ridge	LWDD L-25 Canal at 85' right-of-way	Topographic survey	01/12/24
John Doogan	Club At Quail Ridge	Quail Ridge North Course, Boynton Beach	Sketch & description for littoral areas	01/25/24
John Doogan	Gloucester, LLC	201 NE 8 Street, Boca Raton	Boundary survey	01/25/24
John Doogan	Dunay, Miskel & Backman, LLP	Boca Granada Centro Condominium	Prepare condominium documents	on going
John Doogan	State Contracting & Engineering Corp.	Laudedale By The Sea	Construction services as needed	on going
John Doogan	Stellar	1550 NE 26 St., Wilton Manors	Plat services as needed	on going
John Doogan	CJM Construction	100 W. Hidden Valley Blvd., Boca Raton	Construction services as needed	on going
Keith M. Chee-A-Tow	Paul/Lisa Jankowski	949 Hillsboro Mile, Hillsboro Beach	Expert witness	on going
Keith M. Chee-A-Tow	Mattamy	4401 Lucerne Lakes Blvd., Lake Worth	Create exhibit, expert witness testimony	on going
Keith M. Chee-A-Tow	Luks, Santaniello, Petrillo & Jones	Standifer, Jeffrey V. Orchard Lake - Artia Townhouses	Determine spatial position of the slip and fall	on going
Keith M. Chee-A-Tow	Luks, Santaniello, Petrillo & Jones	3514 Pine Haven Circle, Boca Raton	Re-trace boundary; obtain el. at accident scene	on going
Keith M. Chee-A-Tow	Carlton Fields	Boca Raton Riviera / NW Spanish Trail, Boca Raton	Expert witness	on going
Keith M. Chee-A-Tow	Resource Environmental Solutions, LLC	Maurice Gibb Memorial Park, Miami Beach	Submerged land leases ; mhw line survey	on going
Keith M. Chee-A-Tow	Cole, Scott & Kissane, PA	17 Tidewater Court, Stuart	Expert witness on case #22001034caaxmx	on going
Keith M. Chee-A-Tow	Luks, Santaniello, Petrillo & Jones	South Beach Condominium, Miami Beach	Determine spatial position of sidewalk to boundary	on going
Keith M. Chee-A-Tow	Luks, Santaniello, Petrillo & Jones	Hanks V5 Fairwoods Condo, Mulberry, Polk County	Determine spatial position of the tree to boundary	on going
Keith M. Chee-A-Tow	Jacobs Engineering Group Inc.	Richard A. Heyman Wastewater Treatment Plant / City of Key West "Fleming Key"	Boundary, topographic, bathymetric, easements, acce permit, submerged land lease	on going
Marisha M. Kreitman	Kimley-Horn and Associates, Inc.	Town of Surfside Undergrounding	Route of line survey; sketch & descriptions	on going
Marisha M. Kreitman	Wade Trim	US 1 and Madeira Road, Upper Matecumbe	Route-of-line survey along madeira road	02/08/24
Marisha M. Kreitman	Deco Builders	3000 S Ocean Blvd., Boca Raton	Building package	on going
Marisha M. Kreitman	Nancy Demoss	185 Woodbridge Road, Palm Beach	Elevation certificates (3)	01/23/24
Marisha M. Kreitman	Double P Construction, Inc.	988 Hillsboro Mile, Hillsboro Beach	Building package	on going
Marisha M. Kreitman	State Contracting & Engineering Corp.	Broward College Central Campus	Misc. surveying services as needed	on going
Marisha M. Kreitman	Michael Oster	980 Lago Mar Lane, Boca Raton	Plat preparation	on going
Marisha M. Kreitman	Chen Moore	US1 Undergrounding along Broadway, Riviera Beach	Topographic survey; sketch & descriptions	on going
Michael J. Avrom, jr.	Patrick Henning	898 Osceola Drive, Boca Raton	Boundary survey, building package	on going
Michael J. Avrom, jr.	JH Norman Construction Company, Inc.	444 E Royal Palm Rd., Boca Raton	Boundary survey w/elevations; building pkg	on going
Michael J. Avrom, jr.	J.P. Dimisa & Associates	1126 Miramar Drive, Delray Beach	Boundary survey w/elevations; building pkg	on going
Michael J. Avrom, jr.	Askari Development Group, LLC	1400 Coconut Road, Boca Raton	Boundary survey w/elevations; building pkg	on going
Michael J. Avrom, jr.	Kimley-Horn and Associates, Inc.	Sanitary sewer system GIS development, Lantana	Sanitary sewer as-builts	on going
Michael J. Avrom, jr.	J.P. Dimisa & Associates	6145 NW 74 Terrace, Parkland	Boundary survey w/elevations; building pkg	on going
Michael J. Avrom, jr.	Bloomfield Construction, Inc.	257 Royal Palm Way, Boca Raton	Boundary survey	01/11/24
Michael J. Avrom, jr.	Kimley-Horn and Associates, Inc.	Town of Palm Beach Undergrounding	Misc. services as needed	on going
Michael J. Avrom, jr.	Madsen Design	2501 NW 26 St., Oakland Park	Boundary survey; plat preparation	on going
Michael J. Avrom, jr.	Kimley-Horn and Associates, Inc.	Storm system GIS development, Lantana	Sanitary sewer as-builts	on going
Michael J. Avrom, jr.	Kimley-Horn and Associates, Inc.	North & South Beach; Lifeguard Beach Access, Lantana	Topographic survey	01/23/24
Michael J. Avrom, jr.	Albanese Home Builders Inc.	4080 Ibis Point Circle, Boca Raton	Building package	on going
Michael J. Avrom, jr.	Verdex Construction	Homesafe / 672 Ipswich St., Boca Raton	Surveying services	on going
Michael J. Avrom, jr.	JH Norman Construction Company, Inc.	690/720 NE 5 Avenue	Construction services as needed	on going
Michael J. Avrom, jr.	Ziegler Builders, Inc.	639 Pelican Way, Delray Beach	Boundary survey; building package	on going



REFERENCES

REFERENCES FOR Avirom & Associates, Inc.

(NAME OF FIRM)

1. Reference/Contact Name:

Kimley-Horn/Brett Johnson, P.E.

Professional Services Performed:

Route of Line Survey for the entire Town of Surfside

Phone:

(561) 840-0843

Fax:

E-Mail:

brett.johnson@kimley-horn.com

2. Reference/Contact Name:

Boynton Beach CRA/Theresa Utterback

Professional Services Performed:

Several services: Sketch & Descriptions, Topographic Surveys, Boundary Surveys

Phone:

(561) 600-9094

Fax:

(561) 737-3258

E-Mail:

UtterbackT@bbfl.us

3. Reference/Contact Name:

City of Lauderhill / Joan Fletcher

Professional Services Performed:

Several services: Sketch & Descriptions, Topographic Surveys, Boundary Surveys

Phone:

954-730-4204

Fax:

E-Mail:

jfletcher@lauderdale-fl.gov



**CERTIFIED MINORITY
BUSINESS ENTERPRISE**



NOT APPLICABLE



SUBMITTAL FORMS



FIRM ACKNOWLEDGEMENT

Submit RFQ's to: Town Clerk's Office
 Town of Highland Beach
 3614 South Ocean Blvd.
 Highland Beach, FL 33487
 Telephone: 561-278-4548

RFQ Title: "CONTINUING PROFESSIONAL CONSULTING SERVICES (CCNA)"
 RFQ Number: 24-001

RFQ Due: January 10, 2024, NO LATER THAN 2:00 P.M. (LOCAL TIME)

Proposals will be publicly opened and recorded for acknowledgement of receipt, unless specified otherwise, on the date and time indicated above and may not be withdrawn within ninety (90) days after such date and time.

All Contracts entered as a result of this RFQ shall conform to applicable sections of the Town Charter and Town Code of Ordinances.

Name of Firm: Avirom & Associates, Inc.

Federal I.D. Number: 59-2101822

A Corporation of the State of Florida

Telephone No.: 561-392-2594

Mailing Address: 50 SW 2nd Ave., Suite 102

City / State / Zip: Boca Raton, FL 33432

Email Address: mike@aviromsurvey.com

Authorized Signature



SERVICES TO BE CONSIDERED - PLEASE CHECK OFF EACH TO BE PROVIDED

Civil Engineering

Water/Wastewater/Stormwater

Architecture

Landscape Architecture

Geotechnical

Transportation

Mechanical/Electrical/Plumbing

Other Services (Please list below)

Surveying and Mapping

CONFIRMATION OF DRUG-FREE WORKPLACE

Preference shall be given to businesses with drug-free workplace programs. In order to be considered having a drug-free workplace program, the Firm shall:

- 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 employees 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, and 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 bid 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 bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or 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.

Authorized Signature



PALM BEACH COUNTY INSPECTOR GENERAL

ACKNOWLEDGMENT

The Firm is aware that the Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of this contract, and in furtherance thereof may demand and obtain records and testimony from the Firm and its subcontractors and lower tier subcontractors.

The Firm understands and agrees that in addition to all other remedies and consequences provided by law, the failure of the Firm or its subcontractors or lower tier subcontractors to fully cooperate with the Inspector General when requested may be deemed by the Town to be a material breach of this contract justifying its termination.

Avirom & Associates, Inc.

FIRM NAME

By: Michael D. Avirom

Title: President

Date: January 1, 2024



CERTIFICATION PURSUANT TO FLORIDA SECTION 287.135, FLORIDA STATUTES

I, Michael D. Avirom, on behalf of Avirom & Associates, Inc. certify
Print Name and Title Company Name

That Avirom & Associates, Inc. does not:
Company Name

1. Participate in a boycott of Israel; and
2. Is not on the Scrutinized Companies that Boycott Israel List; and
3. Is not on the Scrutinized Companies with Activities in Sudan List; and
4. Is not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; and
5. Has not engaged in business operations in Syria.

Submitting a false certification shall be deemed a material breach of contract. The Town shall provide notice, in writing, to the Contractor of the Town's determination concerning the false certification. The Contractor shall have ninety (90) days following receipt of the notice to respond in writing and demonstrate that the determination of false certification was made in error. If the Contractor does not demonstrate that the Town's determination of false, certification was made in error then the Town shall have the right to terminate the contract and seek civil remedies pursuant to Florida Statute § 287.135.

Section 287.135, Florida Statutes, prohibits the Town from: 1) Contracting with companies for goods or services in any amount if at the time of bidding on, submitting a proposal for, or entering into or renewing a contract if the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, F.S. or is engaged in a boycott of Israel; and

2) Contracting with companies, for goods or services over \$1,000,000.00 that are on either the Scrutinized Companies with activities in the Iran Petroleum Energy Sector list, created pursuant to s. 215.473, or are engaged in business operations in Syria.

As the person authorized to sign on behalf of the Contractor, I hereby certify that the company identified above in the section entitled "Contractor Name" does not participate in any boycott of Israel, is not listed on the Scrutinized Companies that Boycott Israel List, is not listed on either the Scrutinized Companies with activities in the Iran Petroleum Energy Sector List and is not engaged in business operations in Syria. I understand that pursuant to section 287.135, Florida Statutes, the submission of a false certification may subject the company to civil penalties, attorney's fees, and/or costs. I further understand that any contract with the Town for goods or services may be terminated at the option of the Town if the company is found to have submitted a false certification or has been placed on the Scrutinized Companies with Activities in Sudan list or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List.

Avirom & Associates, Inc.
COMPANY NAME

SIGNATURE

Michael D. Avirom
PRINT NAME

President
TITLE



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

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 the Town of Highland Beach (the "Town") by:

Michael D. Avirom / President

(Print individual's name and title)

For: Avirom & Associates, Inc.

(Print name of entity submitting sworn statement)

Whose business address is:

50 SW 2nd Ave., Suite 102, Boca Raton, FL 33432

And (if applicable) its Federal Employer Identification Number (FEIN) is: 59-2101822

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: _____)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), FLORIDA STATUTES, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), FLORIDA STATUTES, means a finding of guilt, 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. A predecessor or successor of a person convicted of a public entity crime; or

b. an entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one (1) 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 (1) person controls another person.

A person who knowingly enters a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding thirty-six (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 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 (1) 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 Bidder list. (Attach a copy of the final order)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICE FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 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.

Date: 1/1/2024

Signature

STATE OF FLORIDA

COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me this 1st day of December, 2024, by, as Michael D. Avirom (title) of Avirom & Associates, Inc. (name of company), on behalf of the Corporation (type of entity).

who is personally known to me,
 who produced _____ as identification, who did take an oath, and who acknowledged before me that he executed the same freely and voluntarily for the purposes therein expressed.

Signature

Jennifer Simoneaux
Print Name

NOTARY PUBLIC – STATE OF FL
My Commission Expires: _____
Commission No.: _____



ADDENDA ACKNOWLEDGEMENT

TOWN OF HIGHLAND BEACH, FLORIDA

RFQ TITLE: "CONTINUING PROFESSIONAL CONSULTING SERVICES (CCNA)"

RFQ NO.: 24-001

DATE SUBMITTED: January 10, 2024

We propose and agree, if this submittal is accepted, to contract with the Town of Highland Beach, in the Contract Form, to furnish all material, means of transportation, coordination, labor and services necessary to complete/provide the work specified by the Contract documents.

Having studied the documents prepared by: The Town of Highland Beach

We propose to perform the work of this Project according to the Contract Documents and the following addenda which we have received:

ADDENDUM	DATE	ADDENDUM	DATE
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

NO ADDENDUM WAS RECEIVED IN CONNECTION WITH THIS RFQ



RFQ No.: 24-001
CONTINUING PROFESSIONAL CONSULTING SERVICES (CCNA)

SCHEDULE OF SUB-CONSULTANTS

The Undersigned Respondent proposes the following major subcontractors for the major areas of work for the Project. The Respondent is further notified that all sub-consultants shall be properly licensed, bondable and shall be required to furnish the Town with a Certificate of Insurance in accordance with the contract general conditions. This page may be reproduced for listing additional sub-consultants, if required. **If not applicable or if no-sub-consultants will be used in the performance of this work, please sign and date the form and write "Not-Applicable" or "NONE" across the form.**

<u>Name of Sub-Consultant</u>	<u>Address of Sub-Consultant</u>	<u>License No.:</u>	<u>Contract Amount</u>	<u>Percentage (%) of Contract</u>
Not Applicable				

Signature _____

Date: 1/1/2024

Title/Company President / Avirom & Associates, Inc

Owner reserves the right to reject any sub-consultant who has previously failed in the proper performance of an award, or failed to deliver on time contracts in a similar nature, or who is not responsible (financial capability, lack of resources, etc.) to perform under this award. Owner reserves the right to inspect all facilities of any sub-consultant in order to make a determination as to the foregoing.



BRANCH OFFICE
402 Appelrouth Lane, Suite 2E
Key West, FL 33040
Phone: (305) 294-7770

CORPORATE OFFICE
50 S.W. 2nd Avenue, Suite 102
Boca Raton, FL 33432
Phone: (561) 994-4444
www.avirom.com

BRANCH OFFICE
2506 SE Willoughby Blvd.
Stuart, FL 34994
Phone: (772) 781-6266

REINA ENGINEERING

Francisco Reina, P.E.
Senior Engineer, President
Reina Engineering, LLC

550 SE 6th Ave Suite 200-F3
Delray Beach, FL 33483

561.571.2210
www.reinaengineering.com
freina@reinaengineering.com



Town of Highland Beach

Request for Qualifications

Continuing Professional Engineering, Architectural, Landscape
Architectural, Surveying and Mapping Consulting Services
(CCNA)

RFQ No. 24-001

Due Date:
January 10th, 2023

Submitted by:
Reina Engineering, LLC

Submitted to:
Town of Highland Beach Clerk's Office
% Skender Coma, Management Analyst
3614 South Ocean Blvd.
Highland Beach, FL 33487
Telephone: 561-278-4548

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Letter of Interest

Mr. Skender Coma, Management Analyst
Town of Highland Beach Clerk's Office
3614 South Ocean Blvd.
Highland Beach, FL 33487
Telephone: 561-278-4548;

Re: Request For Qualifications For Continuing Professional Engineering, Architectural, Landscape Architectural, Surveying and Mapping Consulting Services (CCNA) RFQ No. 24-001

Dear Mr. Coma,

Reina Engineering, LLC is pleased to provide this Statement of Qualifications in response to your Request For Qualifications For Continuing Professional Engineering, Architectural, Landscape Architectural, Surveying and Mapping Consulting Services (CCNA) RFQ No. 24-001. Reina Engineering is a Civil Engineering consulting firm based in Delray Beach, Florida. Our consulting services focus mainly on the planning, modeling, design, permitting and construction management of municipal utility infrastructure improvement projects including water, sewer, reclaimed and stormwater utility systems. Reina Engineering is certified as an SBE with both Palm Beach County and the South Florida Water Management District (SFWMD) and has recently completed extensive water and wastewater improvement projects with Broward County, the City of Miramar, Opa-locka and Miami Gardens.

As the President of Reina Engineering, I have been a licensed and practicing Professional Engineer in the South Florida region continuously for the past 13 years. I am the firm's primary contact and am authorized to make representations for and enter into contracts on behalf of the firm. I believe the information presented in this Firm Profile will demonstrate to you in detail the scope of the Civil Engineering consulting services we offer. Please feel free to contact me at your convenience if you have any questions or if you require additional information.

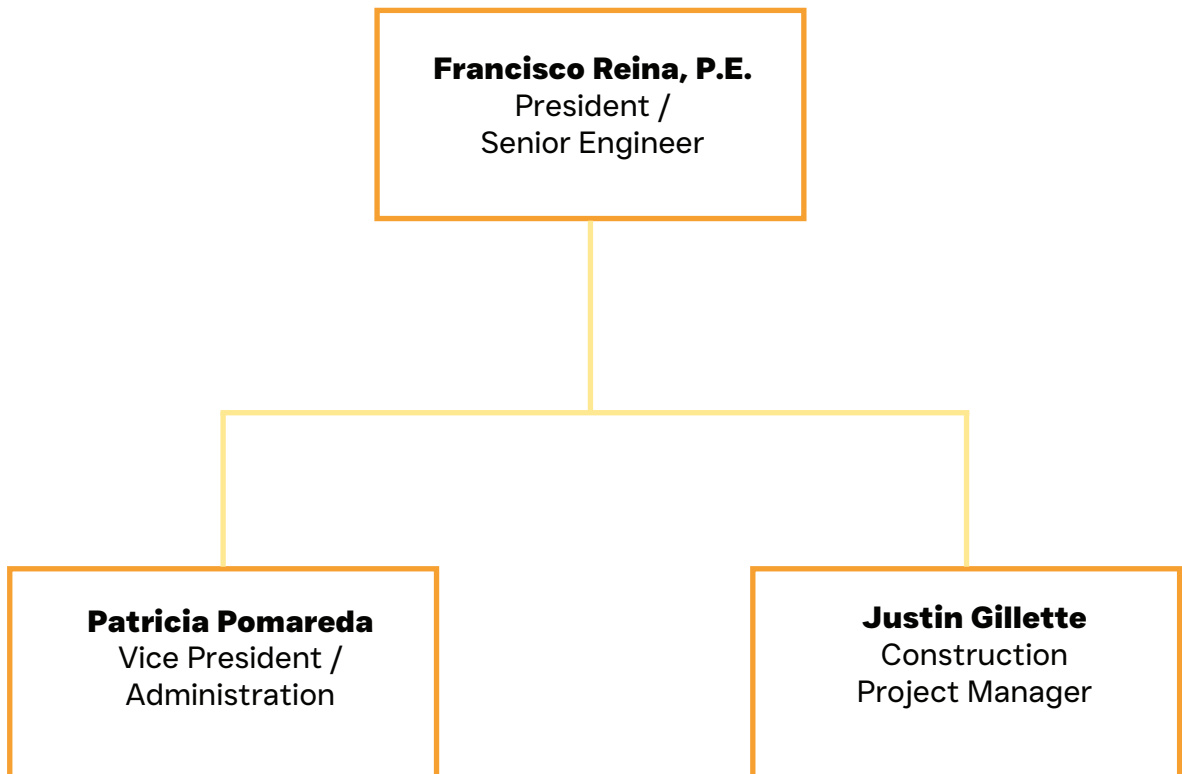
Sincerely,



Francisco Reina, P.E., President
Reina Engineering, LLC
550 SE 6th Ave Suite 200-F3
Delray Beach, FL 33483
Tel: (954) 496-3027
Email: freina@reinaengineering.com

RE Qualification of Project Team

The following organization chart along with resumes show the proposed principal Reina Engineering staff with their individual qualifications, who will perform work as required if the firm is awarded a contract.





Francisco Reina, P.E.

President - Reina Engineering, LLC



Professional Summary

Francisco Reina, P.E., has worked in South Florida since 2007 on civil engineering projects related to municipal utility, roadways, land development, master planning, FRS grants, FEMA grants, value engineering, basis of design studies, open channel and closed conduit hydraulic modeling. Mr. Reina's municipal experience includes project management experience of large scaled utility projects totaling over one billion dollars. Mr. Reina's experience in both the public and private sectors results in a unique understanding of teamwork and collaboration between all team members in order to achieve project results.

Education

Bachelor of Science, Agricultural and Biological Engineering
University of Florida, Gainesville, FL

Professional Experience

President/Principal Engineer - Reina Engineering, LLC, Delray Beach, FL
2022 to present (1 year)

Planning & Development Supervisor - Broward County WWS, Pompano Beach, FL
2021 to 2022 (1 year)

Construction Project Manager - Broward County WWS, Pompano Beach, FL
2015 to 2021 (6 years)

Registration

Professional Engineer, State of Florida, 2012 (#95150)

Affiliations

FES Broward-USA
AWWA-USA
ASCE-USA
EWB-USA
SAI-Colombia



Patricia Pomareda

Vice President - Reina Engineering, LLC



Professional Summary

Patricia Pomareda, MSN, ARNP, NP-C, is the vice president of Reina Engineering, LLC. She currently is responsible for a variety of leadership tasks including tracking company operations and performance, promoting company goals and influencing company-wide strategies and initiative. In addition Patricia oversees company marketing initiatives, budget proposals, approves hiring of staff, represents the company at key networking events, and implements business development.

Education

Bachelor of Science in Advertising
University of Florida, Gainesville, FL, December 2005.

Master of Science in Nursing,
University of Miami, Miami, FL, August 2014.

Professional Experience

Vice President / Administration - Reina Engineering, LLC, Delray Beach, FL
2022 to present (1 year)

President/Founder - Integrative NP, Delray Beach, FL
2021 to present (2 years)

Financial/Customer Profitability Analyst - DHL, Plantation, FL
March 2006 to December 2009 (3 years)

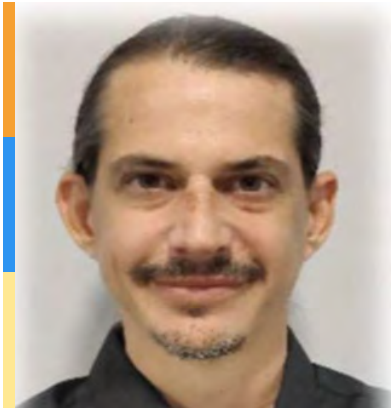
Affiliations

SAI-Colombia
Institute for Functional Medicine
American Association of Nurse Practitioners



Justin Gillette

Construction Project Manager - Reina Engineering, LLC



Professional Summary

Justin Gillette, is an experienced Operations Manager with 15 years of construction operations and project management experience. He has a proven record of enhancing efficiency, accuracy, and productivity for multiple companies. He is a tenacious problem solver that thrives on tackling challenging issues. He is extremely analytical, diligent, and conscientious as well as an effective leader and communicator.

Education

University of Central Florida
Valencia Community College

Professional Experience

Construction Project Manager - Reina Engineering, LLC, Delray Beach, FL
2023 to present (1 year)

Operations Manager - Current Builders Inc., Pompano Beach, FL
2019 to 2023 (4 years)

Operations Manager - Concrete Plus Inc., Palm Beach Gardens, FL
2009 to 2018 (10 years)

R Past Experience

Listed below is a sampling of some of projects completed by Reina Engineering's Principal Engineer which demonstrate the firm's experience and expertise.

Broward County Basin 224 Improvements Light House Point

Client: Broward County Water and Wastewater Services

Address: 2555 W Copans Rd, Pompano Beach, FL 33069

Contact Person: Michael Hagerty, P.E.

Tel: 954-831-3250

Email: mhagerty@broward.org

Project Dates: 2023

Contract Award Value: \$200,000.00

Project Summary: Project Manager for the evaluation of an existing sanitary sewer collection and transmission system. Scope consisted of the development of the design report, develop and implement a hydraulic model to evaluate existing hydraulic capacities, evaluate proposed improvements and hydraulic performance, perform field testing at existing pump stations, identified locations for needed lift stations and routing of new force main system, evaluate existing flow conditions, evaluate existing I/I conditions, demand forecasting, coordinate meetings with permitting agencies and stakeholders.





Broward County UAZ 110, 111, 113, 122

Client: Broward County Water and Wastewater Services
Address: 2555 W Copans Rd, Pompano Beach, FL 33069
Contact Person: Michael Hagerty, P.E.
Tel: 954-831-3250
Email: mhagerty@broward.org
Project Dates: 2015-2022
Contract Award Value: N/A

Project Summary: Construction project management for approximately \$500 million worth of infrastructure improvements. Improvements consisted of the replacements of the entire sanitary sewer collection system, existing water distribution replacement, sanitary sewer lift station rehabilitations and sanitary sewer transmission improvements.





Broward County Hillsboro Mile Utility Improvements

Client: Broward County Water and Wastewater Services

Address: 2555 W Copans Rd, Pompano Beach, FL 33069

Contact Person: Rolando Nigaglioni, P.E.

Tel: 954-831-3250

Email: rnigaglioni@broward.org

Project Dates: 2016-2018

Contract Award Value: \$17 Million

Project Summary: County construction project management responsible for managing County's consultants during the design and solicitation process of awarding a \$17 million Hillsboro Mile utility project. Project consisted of the replacement of the entire sanitary sewer collection and transmission system including several lift stations.





Miramar JPA Water Main Replacement

Client: City of Miramar Utilities Department

Address: 13900 Pembroke Rd, Miramar, FL 33027

Contact Person: Ronnie Navarro, Assistant Utilities Director

Tel: 954-602-3069

Email: rsnavarro@miramarfl.gov

Project Dates: 2013-2015

Contract Award Value: \$8 Million

Project Summary: Construction project management with the scope including the replacement of an existing water distribution system along with water service transfers, community outreach meetings, and permitting coordination with the building department and residents.





Broward County Reclaimed Water Hydraulic Model

Client: Broward County Water and Wastewater Services
Address: 2555 W Copans Rd, Pompano Beach, FL 33069
Contact Person: Rolando Nigaglioni, P.E.
Tel: 954-831-3250
Email: rnigaglioni@broward.org
Project Dates: 2015-2022
Contract Award Value: \$200,000.00

Project Summary: Project Engineer for the development and implementation of a County wide reclaimed water hydraulic model. Scope consisted of collecting and evaluating key GIS data, delineate service area boundaries, estimate and forecast future flows, size transmission mains and pumps, assess existing re-use water treatment plant capacities, coordinate meetings with both general public and permitting agencies, identify potential large user and project reclaimed water consumptions, evaluate hydraulic modeling results, generate and present technical report for stakeholders.





Broward County Lift Station Program Coordinator

Client: Broward County Water and Wastewater Services
Address: 2555 W Copans Rd, Pompano Beach, FL 33069
Contact Person: Rolando Nigaglioni, P.E.
Tel: 954-831-3250
Email: rnigaglioni@broward.org
Project Dates: 2021-2022
Contract Award Value: \$1 Million

Project Summary: Project Manager for County wide Lift and Pump Stations Program. The scope consisted of managing the County's lift station construction contract, coordinating meetings with operations, identifying key projects, and generating a capital improvement of lift station and pump station projects based on field evaluations. In addition, provided construction project management as needed, reviewed and approved pay requests, and coordinated project closeout, permitting and certifications.





2016 Retail Master Plan

Client: Broward County Water and Wastewater Services

Address: 2555 W Copans Rd, Pompano Beach, FL 33069

Contact Person: Rolando Nigaglioni, P.E.

Tel: 954-831-3250

Email: rnigaglioni@broward.org

Project Dates: 2014-2016

Contract Award Value: \$800,000.00

Project Summary: Project Manager for the development and implementation of a County wide retail master plan. Scope consisted of managing County's consultants for the development and implantation of a County wide utility master plan, develop scope of work, develop RFP and select consulting team, coordinate meetings with consultants during master plan development, collected and analyze field data, coordinate field inspections with operations team and consultants, review consultant's draft reports and provided feedback, review potable and sewer flow forecasts, review operation goals set in the report, assisted during the development of water and sewer hydraulic models, reviewed and coordinated future capital improvement plans outlined in master plan.





City of Miami Gardens Neighborhood improvement projects

Client: City of Miami Department of Public Works

Address: 444 SW 2nd Ave #8, Miami, FL 33130

Tel: 305-416-1200

Project Dates: 2014-2015

Contract Award Value: \$5 Million

Project Summary: Project engineering with a scope which included the design, permitting and engineering services during construction associated with roadway improvements, utility relocation, drainage improvements, basis of design reports, permitting, engineering plans, storm water hydraulic modeling and project closure, permitting coordination with Miami Dade County DERM and WASD.





City of Opa-Locka Master Pump Station Improvements

Client: City of Opa-Locka

Address: 2555 W Copans Rd, Pompano Beach, FL 33069

Tel: 305-953-2868

Project Dates: 2013

Contract Award Value: \$400,000.00

Project Summary: Project Manager for the existing condition assessment of a sanitary sewer master pump station. Scope consisted of implementing a complete rehabilitation of an existing triplex flooded suction pump station, perform hydraulic testing on existing pumps, evaluate and project sewer flows based on basin delineations, develop construction drawings for permitting, coordinate with Miami Dade DERM during design and permitting phase, coordinate with City staff during design phase, perform hydraulic simulations on pumps and transmission system to determine existing and proposed tie-in pressures, work with electrical engineer during the design of standby generator, coordinate with pump manufactures during pump sizing.



Approach to Project Management

The primary focus of Reina Engineering is in providing comprehensive Civil Engineering consulting services in the following major areas:

- General Civil Engineering
- Land Development
- Municipal Engineering
- Government Projects
- Government Services
- Additional Services

General Civil Engineering

Why go to multiple firms when you can just use one? Here at Reina Engineering, we provide in-depth General Civil Engineering services for utility improvement, land development, municipal and government agencies, and more. We have experience working with both public and private sector clients in providing quality civil engineering solutions involving utility development and improvements, hydraulic modeling, sewage, water, and stormwater design. We value being able to provide services for all your needs and can solve all your permitting, design, modeling, planning, management, and many more problems all at one firm.

Land Development

Before a site can be built upon, it needs to be prepared and that's where we come in. We can facilitate the designing, planning, and modeling for your future project. It's important before constructing any idea that the design is perfect and fits your needs. Here is an in-depth listing of the services RE offers:

- Site Layout and Design
- Utility Permitting
- Water Resources Planning & design
- Cost Estimates
- Water & Sewer Hydraulic Modeling
- ADA Site Assessments and Design
- Local and State Drainage Permits
- FDOT Permitting
- Utility System Planning and Design
- Storm Water Hydraulic Modeling
- Land Planning Services

Municipal Engineering

We know that codes and ordinances need to be followed to ensure a successful and safe project for local communities everywhere. We have years of experience working closely with our local communities to provide quality services to serve the locals and the environment. Here is an in-depth look at the services we provide for municipalities:



- Sewer & Water hydraulic Modeling
- Pipeline Studies & Design
- Trenchless Design
- Basis of Design Reports
- Utility Permitting
- Stormwater Modeling
- Water & Wastewater Pump Station Design
- Pump Station Design
- Utility Relocations
- Cost Estimates
- Stormwater Design
- Hydraulic Data Collection & Analysis

Government Projects

We understand how important it is to fulfill municipal projects on time and on budget. Here is an in-depth look at the services we provide for government agencies:

- Capital Improvement Program Management
- Construction Project Management Services
- Project Solicitation, Advertising, Bidding and Award Services
- RFP and Engineering Services Agreement Management
- Utility Planning Services, Permitting and Plan Reviews
- Grant Services
- Surtax Project Management

Government Services

Our team's experience in the government sector understands the importance of providing cost saving solutions to our clients by managing projects effectively and efficiently. Here is an in-depth look at the services we provide:

- Site/Civil Plan Reviews
- Project Management
- DRC Reviews
- Team management
- Quality Control
- Planning and Design Services
- Consulting

Services



Additional Services

Some of the additional engineering consulting services as offered by Reina Engineering are as follows:

- National Pollution Discharge Elimination System (NPDES) Permits
- Surface Water Management License Five Year Inspection and Certification
- Cost Estimate and Value Engineering
- Pavement Design
- Signing, Pavement Marking and Channelization
- Municipal Planning Departments

Budget and Quality Control

All projects carried out for the City of Highland Beach will be personally supervised by Francisco Reina, P.E. who is Reina Engineering's President and Principal Engineer. Mr. Reina will ensure that all budgets are met, work is completed on a timely basis, and that the quality of the final product or deliverables is excellent. Mr. Reina has many years of experience managing large scale utility and infrastructure improvement projects with Broward County and will bring this extensive expertise to bear on all projects with the City of Highland Beach.

Resources, Availability and Commitment

Reina Engineering LLC will provide a technically proficient and qualified team with significant utility infrastructure experience to undertake any project assigned by Highland Beach. Mr. Francisco Reina, P.E. who is the President and Principal Engineer for Reina Engineering is currently working with ongoing projects in Pembroke Pines and Broward County Water and Wastewater Services. His time commitments for these projects vary depending on project stage. However it should be noted that this projected workload would not negatively impact any potential project work assigned from the City of Highland Beach. Mr. Reina would dedicate the time and resources needed to any Highland Beach project in order to complete it on a timely and cost effective basis.

In the past 10 years, while working with Broward County's Public Works Division, the firm's President, Mr. Francisco Reina has managed large-scale utility infrastructure improvement projects for Broward County's Water and Wastewater Engineering Division totaling over \$300 million. His experience includes working on projects in collaboration with the Florida Department of Transportation, Florida Department of Environmental Protection, and Florida Department of Health, along with applicable South Florida counties, municipalities and other local agencies.

Reina Engineering LLC has been in business since October of 2022 and is set up as a Limited Liability Company (LLC) under the state of Florida. The firm maintains a current status on the Engineering Business Registry under the Florida Department of Business & Professional Regulation (DBPR) and has obtained SBE certifications for Broward County and the South Florida Water Management District (SFWMD) with SBE certifications currently pending for both the City of West Palm Beach and the FDOT. Reina Engineering's main office is located at 550 SE 6th Ave Suite 200-F3, Delray Beach, FL 33483.

References

Reference #1

Mike Hagerty, P.E., Division Section Manager
Broward County Water & Wastewater Services
Tel: 954-831-3250
Email: mhagerty@broward.org

Reference #2

Ronnie Navarro, P.E., Assistant Director of Utilities
City of Miramar, FL
Tel: 954-883-6825
Email: rsnavarro@miramarfl.gov

Reference #3

Karl Kennedy, P.E., City Engineer
City of Pembroke Pines
Tel: 954-450-6888
Email: kkennedy@ppines.com



Certified Minority Business Enterprise

Reina Engineering LLC does not currently qualify as a DBE/MBE/WBE. However, Reina Engineering has obtained SBE/CBE certifications for Broward County and the South Florida Water Management District (SFWMD) with SBE certifications currently pending for both the City of West Palm Beach and the FDOT. Copies of these certificates can be found in the Licenses, Certifications and Additional Information section of this proposal.

RE Required Forms

FIRM ACKNOWLEDGEMENT

Submit RFQ's to: Town Clerk's Office
Town of Highland Beach
3614 South Ocean Blvd.
Highland Beach, FL 33487
Telephone: 561-278-4548

RFQ Title: "CONTINUING PROFESSIONAL CONSULTING SERVICES (CCNA)"
RFQ Number: 24-001

RFQ Due: January 10, 2024, NO LATER THAN 2:00 P.M. (LOCAL TIME)

Proposals will be publicly opened and recorded for acknowledgement of receipt, unless specified otherwise, on the date and time indicated above and may not be withdrawn within ninety (90) days after such date and time.

All Contracts entered as a result of this RFQ shall conform to applicable sections of the Town Charter and Town Code of Ordinances.

Name of Firm: Reina Engineering LLC

Federal I.D. Number: 88-4147307

A Corporation of the State of Florida

Telephone No.: 561-571-2210

Mailing Address: 550 SE 6th Ave Suite 200-F3

City / State / Zip: Delray Beach, FL 33483

Email Address: freina@reinaengineering.com



Authorized Signature



SERVICES TO BE CONSIDERED - PLEASE CHECK OFF EACH TO BE PROVIDED

Civil Engineering

Water/Wastewater/Stormwater

Architecture

Landscape Architecture

Geotechnical

Transportation

Mechanical/Electrical/Plumbing

Other Services (Please list below)




CONFIRMATION OF DRUG-FREE WORKPLACE

Preference shall be given to businesses with drug-free workplace programs. In order to be considered having a drug-free workplace program, the Firm shall:

- 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 employees 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, and 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 bid 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 bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or 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.



Authorized Signature



PALM BEACH COUNTY INSPECTOR GENERAL

ACKNOWLEDGMENT

The Firm is aware that the Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of this contract, and in furtherance thereof may demand and obtain records and testimony from the Firm and its subcontractors and lower tier subcontractors.

The Firm understands and agrees that in addition to all other remedies and consequences provided by law, the failure of the Firm or its subcontractors or lower tier subcontractors to fully cooperate with the Inspector General when requested may be deemed by the Town to be a material breach of this contract justifying its termination.

Reina Engineering LLC

FIRM NAME

By:  _____

Title: President _____

Date: 12/28/2023 _____



CERTIFICATION PURSUANT TO FLORIDA SECTION 287.135, FLORIDA STATUTES

I, Francisco Reina, President, on behalf of Reina Engineering LLC certify
Print Name and Title Company Name

That Reina Engineering LLC does not:
Company Name

- 1. Participate in a boycott of Israel; and
- 2. Is not on the Scrutinized Companies that Boycott Israel List; and
- 3. Is not on the Scrutinized Companies with Activities in Sudan List; and
- 4. Is not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; and
- 5. Has not engaged in business operations in Syria.

Submitting a false certification shall be deemed a material breach of contract. The Town shall provide notice, in writing, to the Contractor of the Town's determination concerning the false certification. The Contractor shall have ninety (90) days following receipt of the notice to respond in writing and demonstrate that the determination of false certification was made in error. If the Contractor does not demonstrate that the Town's determination of false, certification was made in error then the Town shall have the right to terminate the contract and seek civil remedies pursuant to Florida Statute § 287.135.

Section 287.135, Florida Statutes, prohibits the Town from: 1) Contracting with companies for goods or services in any amount if at the time of bidding on, submitting a proposal for, or entering into or renewing a contract if the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, F.S. or is engaged in a boycott of Israel; and

2) Contracting with companies, for goods or services over \$1,000,000.00 that are on either the Scrutinized Companies with activities in the Iran Petroleum Energy Sector list, created pursuant to s. 215.473, or are engaged in business operations in Syria.

As the person authorized to sign on behalf of the Contractor, I hereby certify that the company identified above in the section entitled "Contractor Name" does not participate in any boycott of Israel, is not listed on the Scrutinized Companies that Boycott Israel List, is not listed on either the Scrutinized Companies with activities in the Iran Petroleum Energy Sector List and is not engaged in business operations in Syria. I understand that pursuant to section 287.135, Florida Statutes, the submission of a false certification may subject the company to civil penalties, attorney's fees, and/or costs. I further understand that any contract with the Town for goods or services may be terminated at the option of the Town if the company is found to have submitted a false certification or has been placed on the Scrutinized Companies with Activities in Sudan list or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List.

Reina Engineering LLC
COMPANY NAME


SIGNATURE

Francisco Reina, P.E.
PRINT NAME

President
TITLE



SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(A), FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

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 the Town of Highland Beach (the "Town") by:

Francisco Reina, P.E., President
(Print individual's name and title)

For: Reina Engineering LLC
(Print name of entity submitting sworn statement)

Whose business address is:

550 SE 6th Ave Suite 200-F3 Delray Beach, FL 33483

And (if applicable) its Federal Employer Identification Number (FEIN) is: 88-4147307

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: _____)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), FLORIDA STATUTES, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), FLORIDA STATUTES, means a finding of guilt, 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. A predecessor or successor of a person convicted of a public entity crime; or
- b. an entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one (1) 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 (1) person controls another person.

A person who knowingly enters a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding thirty-six (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 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).

X Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

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

_____ The entity submitting this sworn statement, or one (1) 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 Bidder list. (Attach a copy of the final order)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICE FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 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.

Date: 12/28/2023

[Signature]
Signature

STATE OF FLORIDA

COUNTY OF Palm Beach

The foregoing instrument was acknowledged before me this 2 day of January, 2024, by, Francisco Reina as President (title) of Reina Engineering LLC (name of company), on behalf of Company (type of entity).

_____ who is personally known to me, ✓ who produced Florida Notary License as identification, who did take an oath, and who acknowledged before me that he executed the same freely and voluntarily for the purposes therein expressed.



MARK L. JONES
Commission # HH 187563
Expires January 14, 2026

[Signature]
Signature
Mark L. Jones
Print Name

NOTARY PUBLIC - STATE OF FL
My Commission Expires: 01-14-2026
Commission No.: HH187563



ADDENDA ACKNOWLEDGEMENT

TOWN OF HIGHLAND BEACH, FLORIDA

RFQ TITLE: **“CONTINUING PROFESSIONAL CONSULTING SERVICES (CCNA)”**

RFQ NO.: 24-001

DATE SUBMITTED: Jan. 10th, 2024

We propose and agree, if this submittal is accepted, to contract with the Town of Highland Beach, in the Contract Form, to furnish all material, means of transportation, coordination, labor and services necessary to complete/provide the work specified by the Contract documents.

Having studied the documents prepared by: The Town of Highland Beach

We propose to perform the work of this Project according to the Contract Documents and the following addenda which we have received:

ADDENDUM	DATE	ADDENDUM	DATE
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

NO ADDENDUM WAS RECEIVED IN CONNECTION WITH THIS RFQ



REFERENCES FOR Reina Engineering LLC
(NAME OF FIRM)

1. Reference/Contact Name:

Mike Hagerty, P.E., Division Section Manager, Broward County Water & Wastewater Services

Professional Services Performed:

Project Management for water and wastewater infrastructure construction projects.

Phone:

Fax:

E-Mail:

Tel: 954-831-3250

Email: mhagerty@broward.org

2. Reference/Contact Name:

Ronnie Navarro, P.E., Assistant Director of Utilities, City of Miramar, FL

Professional Services Performed:

Project Management for water and wastewater infrastructure construction projects.

Phone:

Fax:

E-Mail:

Tel: 954-883-6825

Email: rsnavarro@miramarfl.gov

3. Reference/Contact Name:

Karl Kennedy, P.E., City Engineer, City of Pembroke Pines

Professional Services Performed:

General Civil Engineering consulting work.

Phone:

Fax:

E-Mail:

Tel: 954-450-6888

Email: kkennedy@ppines.com



Ron DeSantis, Governor
Melanie S. Griffin, Secretary

STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS

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

REINA, FRANCISCO E.
8250 BRANT DRIVE
BOCA RATON FL 33487

LICENSE NUMBER: PE95150
EXPIRATION DATE: FEBRUARY 28, 2025
Always verify licenses online at MyFloridaLicense.com

Do not alter this document in any form.
This is your license. It is unlawful for anyone other than the licensee to use this document.

Palm Beach County
Office of Equal Business Opportunity

Certifies That
Reina Engineering LLC.
Vendor # VS000027653
is a Small/Minority Business Enterprise (S/MBE) as prescribed by section 2-80.21 - 2.80.30 of the Palm Beach County Code for a three year period from April 24, 2023 to April 23, 2026

The following services and/or products are covered under this certification:
Civil Engineering; Compliance Consulting, American Disabilities Act (ADA); Engineering Consulting; Storm Drainage; Waste Water Treatment Engineering; Water Supply, Treatment, and Distribution Engineering; Water, Wastewater and Reclaimed Water Engineering

Allen Gray, Manager
04242023

Palm Beach County Board of County Commissioners
Gregg K. Weins, Mayor
Marta Sieho, Vice Mayor
Marta G. Martin
Michael A. Barnett
Marcy Woodward
Sara Baxter
Mack Bernard
County Administrator
Veronica C. Baker

SOUTH FLORIDA WATER MANAGEMENT DISTRICT

June 16, 2023

REGISTERED VENDOR NO.: 100000847

Mr. Francisco Reina, President
Reina Engineering, LLC
8250 Brant Drive
Boca Raton, FL 33487

CERTIFICATION EFFECTIVE DATE:
June 16, 2023

CERTIFICATION EXPIRATION DATE:
June 16, 2026

Dear Mr. Reina:

Congratulations, the South Florida Water Management District (District) has certified your firm as a Small Business Enterprise (SBE). This certification is valid for three (3) years and may only be applied when business is conducted in the following area(s):

Professional and Civil Engineering Services

Your submittal of bids or proposals to supply other products or services outside of the specialty area(s) noted above will not count toward SBE participation. If you require certification in other specialty areas, please contact the Procurement Bureau, SBE Section, for additional information.

Renewal is required every three (3) years and should be requested a minimum of 45 days prior to the above expiration date.

If any changes occur within your company during the certification period such as ownership, affiliate company status, address, telephone number, licensing status, gross revenue, or any information that relates to your SBE Certification status, you must notify this office in writing immediately. It is imperative that we maintain current information on your company at all times.

Certification is not a guarantee that your firm will receive work, nor an assurance that your firm will remain in the District's vendor database.

We look forward to a mutually beneficial working relationship.

Sincerely,

Jennifer Dollar
SBE Program Specialist
Procurement Bureau

JD

3301 Gun Club Road, West Palm Beach, Florida 33406 • (561) 686-8800 • 1-800-432-2045
Mailing Address: P.O. Box 24680, West Palm Beach, FL 33416-4680 • www.sfwmd.gov

SMALL BUSINESS CERTIFICATION
The City of West Palm Beach's Small Business Program
Certifies that
REINA ENGINEERING LLC

Has met the necessary requirements for certification as a Small Business under the Small Business Program as prescribed by the City of West Palm Beach's Ordinance Number 3366-00.

The following List of Services and/or Product are covered under this certification:

- Consulting Services: Engineering Consulting
 - Engineering Services, Professional
 - Engineering Services, Professional: Civil
 - Engineering Services, Professional: Drainage
- Engineering Services, Professional: Utilities Gas, Steam, Electric/ Engineering

Issued by the City of West Palm Beach for a three-year period September 13, 2023 to September 12, 2026

Certificate Vendor Number: 1072262

Frank Hayden
Director Office of Equal Opportunity



THE OFFICIAL SITE OF THE FLORIDA DEPARTMENT OF BUSINESS & PROFESSIONAL REGULATION



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LICENSEE DETAILS

7:34:48 AM 10/10/2023

Licensee Information

Name:	REINA ENGINEERING LLC (Primary Name) REINA ENGINEERING LLC (DBA Name)
Main Address:	550 SE 6TH AVE SUITE 200 F3 CITY OF DELRAY BEACH Florida 33483
County:	PALM BEACH

License Information

License Type:	Engineering Business Registry
Rank:	Registry
License Number:	36570
Status:	Current
Licensure Date:	12/06/2022
Expires:	

Special Qualifications

Qualification Effective

Alternate Names

- [View Related License Information](#)
- [View License Complaint](#)

2601 Blair Stone Road, Tallahassee FL 32399 :: Email: [Customer Contact Center](#) :: Customer Contact Center: 850.487.1395

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Under Florida law, email addresses are public records. If you do not want your email address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact the office by phone or by traditional mail. If you have any questions, please contact 850.487.1395. *Pursuant to Section 455.275(1), Florida Statutes, effective October 1, 2012, licenses licensed under Chapter 455, F.S. must provide the Department with an email address if they have one. This email provided may be used for official communication with the licensee. However email addresses are public record. If you do not wish to supply a personal address, please provide the Department with an email address which can be made available to the public. Please see our [Chapter 455](#) page to determine if you are affected by this change.



THE HARTFORD
 BUSINESS SERVICE CENTER
 3600 WISEMAN BLVD
 SAN ANTONIO TX 78251

December 6, 2022

For Informational Purposes
 550 SE 6TH AVE # 200
 DELRAY BEACH FL 33483-5306

Account Information:

Policy Holder Details :	Reina Engineering LLC
--------------------------------	------------------------------



Contact Us

Need Help?

Start a live chat online or call us at
 (866) 467-8730.

We're here weekdays from 8:00 AM to
 8:00 PM ET.

Enclosed please find a Certificate Of Insurance for the above referenced Policyholder. Please contact us if you have any questions or concerns.

Sincerely,
 Your Hartford Service Team



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/06/2022

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

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must 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 NUTMEG INS AGENCY INC/PHS 76210775 The Hartford Business Service Center 3600 Wiseman Blvd San Antonio, TX 78251	CONTACT NAME: PHONE (A/C, No, Ext): (888) 925-3137 FAX (A/C, No): E-MAIL ADDRESS: INSURER(S) AFFORDING COVERAGE NAIC#
INSURED Reina Engineering LLC 550 SE 6TH AVE # 200 DELRAY BEACH FL 33483-5306	INSURER A : Hartford Underwriters Insurance Company 30104 INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/Y YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> General Liability			76 SBU AV2ABW	12/01/2022	12/01/2023	EACH OCCURRENCE \$1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000
							MED EXP (Any one person) \$10,000
							PERSONAL & ADV INJURY \$1,000,000
	GENL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						GENERAL AGGREGATE \$2,000,000
							PRODUCTS - COMP/OP AGG \$2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident)
							BODILY INJURY (Per person)
							BODILY INJURY (Per accident)
							PROPERTY DAMAGE (Per accident)
	<input type="checkbox"/> UMBRELLA LIAB EXCESS LIAB <input type="checkbox"/> OCCUR CLAIMS-MADE						EACH OCCURRENCE
							AGGREGATE
	<input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT E.L. DISEASE -EA EMPLOYEE E.L. DISEASE - POLICY LIMIT
A	Employment Practices Liability Insurance			76 SBU AV2ABW	12/01/2022	12/01/2023	Each Claim Limit \$25,000 Annual Aggregate Limit \$25,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Those usual to the Insured's Operations.

CERTIFICATE HOLDER For Informational Purposes 550 SE 6TH AVE # 200 DELRAY BEACH FL 33483-5306	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 <i>Susan L. Castaneda</i>
---	---

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File Attachments for Item:

C. Authorization to make a Best Interest Acquisition for Fire Station #116 Furnishings.



TOWN OF HIGHLAND BEACH AGENDA MEMORANDUM

MEETING TYPE: Town Commission Meeting
MEETING DATE: 2/20/2024
SUBMITTED BY: Glenn Joseph, Fire Chief
SUBJECT: Authorization to make a Best Interest Acquisition for Fire Station #116 Furnishings

SUMMARY:

One of the final stages of Fire Rescue implementation is to fully furnish Fire Station #116. A layout and design analysis was conducted in December 2023 by JC White Architectural Interior Products, who then provided a quote to supply and install all furnishings for the station. There is a four-week lead time on the selected furnishings, making an expedient purchase necessary in order to maintain the established timeline for station readiness.

Town staff recommends the purchase of all items outlined in JC White quote #122078 via Best Interest Acquisition, per the Town's Purchasing Policy section VIII-L.

FISCAL IMPACT:

\$72,705.73

ATTACHMENTS:

JC White quote #122078

RECOMMENDATION:

Approve and authorize the Town Manager to make a Best Interest Acquisition of the furnishings outlined in JC White quote #122078 in accordance with the Town's Purchasing Policy.



QUOTE

Miami Gardens
1662 NW 215th St
Miami Gardens, FL 33056
Phone: 954-499-6677

West Palm Beach
2403 S. Dixie Highway
West Palm Beach, FL 33401
Phone: 561-848-4982
Fax: 561-651-1091

Order Number	122078
Date	02/15/2024
Customer PO No	QUOTE
Customer Account	TOWN005 - N
Expiration Date	3/16/2024
Salesperson	Laura Holzknacht
Project Number	
Terms	CASH ON DELIVERY
Page	2 of 12

		TL23:Driftwood TE5:Flat Edge Tag: Tag TG: 2-LOBBY/ADMIN. 200		
6	4.00 Each	1123.BK1.MB.Y.AR6--MC5-YCC01-LA1-FC1-BT1-BC1-CS6-CH1-FABRIC-FG2-ELEMENT-LEAD-KD Focus 2.0, Midback Mesh With Adjustable Lumbar, Enhanced Synchro, Height/ Width adjustable (4-way) MC5:Onyx (Black) Mesh YCC01:Black LA1:Onyx FC1:Black Frame BT1:5-Star Base BC1:Black Nylon Base CS6:Hard Floor and Carpet Casters CH1:Standard Cylinder FABRIC:Fabric Grade Selections FG2:Fabric Grade 2 ELEMENT:Element Standard Color Selection LEAD:Element Lead KD:Knocked Down Tag: Tag TG: 1-WATCH REPORT 102	414.72	1,658.88
7	1.00 Each	3272.TBT15TR3030TH42--BF01-LS18 Parallon Base, Disc Base, For 30" Round Tabletop, 42" Height BF01:Silver LS18:Fixed / Glides Tag: Tag TG: 2-BREAK RM 207	267.36	267.36
8	12.00 Each	3271.TBT2.TZ1860--GR2-TL64-TE5-GP00-BNDL00 Parallon Tabletop, Flip-Top T-Leg, 18"D x 60"W Rectangle GR2:Grade 2 Laminate TL64:Crisp-Linen TE5:Flat Edge GP00:*** No Grommets *** BNDL00:No Bundle Pilot Holes Tag: Tag TG: 2-E.O.C 212	178.56	2,142.72
9	12.00 Each	3272.TBT2.TZ1860--TE5-BF01-LS19 Parallon Base, Flip-Top T-Leg, For 18"D x 60"W Tabletop TE5:Flat Edge BF01:Silver LS19:Castors (2 locking / 2 non locking) Tag: Tag TG: 2-E.O.C 212	347.04	4,164.48
10	4.00 Each	3271.TBT2.TZ1842--GR2-TL64-TE5-GP00-BNDL00 Parallon Tabletop, Flip-Top T-Leg, 18"D x 42"W Rectangle GR2:Grade 2 Laminate TL64:Crisp-Linen TE5:Flat Edge GP00:*** No Grommets *** BNDL00:No Bundle Pilot Holes Tag: Tag TG: 2-E.O.C 212	126.72	506.88
11	4.00	3272.TBT2.TZ1842--TE5-BF01-LS19	347.04	1,388.16



QUOTE

Miami Gardens
 1662 NW 215th St
 Miami Gardens, FL 33056
 Phone: 954-499-6677

West Palm Beach
 2403 S. Dixie Highway
 West Palm Beach, FL 33401
 Phone: 561-848-4982
 Fax: 561-651-1091

Order Number	122078
Date	02/15/2024
Customer PO No	QUOTE
Customer Account	TOWN005 - N
Expiration Date	3/16/2024
Salesperson	Laura Holzknecht
Project Number	
Terms	CASH ON DELIVERY
Page	3 of 12

Item No	Quantity	Description	Unit Price	Total Price
	Each	Parallon Base, Flip-Top T-Leg, For 18"D x 42"W Tabletop TE5:Flat Edge BF01:Silver LS19:Casters (2 locking / 2 non locking) Tag: Tag TG: 2-E.O.C 212		
12	2.00 Each	1051FT1.PSS2--FC2-GL1-SC15-- Rio, 30" Bar Stool, Plastic Seat & Back, Armless FC2:Silver Frame GL1:Standard Multi-Surface Glide SC15:Lagoon ~:No Selection Tag: Tag TG: 2-BREAK RM 207	211.20	422.40
13	5.00 Each	5651B1.A130--MC5-FABRIC--FG2-ELEMENT-LEAD-G5 Focus, Side Chair, Mesh Back, Black Frame, A130 Arm MC5:Onyx Mesh FABRIC:Fabric Grade Selections ~:No Selection FG2:Fabric Grade 2 ELEMENT:Element Standard Color Selection LEAD:Element Lead G5:Standard Multi-Surface Glide Tag: Tag TG: 1-BUNKS 1-5	285.60	1,428.00
14	4.00 Each	5651B1.A130--MC5-FABRIC--FG2-ELEMENT-LEAD-G5 Focus, Side Chair, Mesh Back, Black Frame, A130 Arm MC5:Onyx Mesh FABRIC:Fabric Grade Selections ~:No Selection FG2:Fabric Grade 2 ELEMENT:Element Standard Color Selection LEAD:Element Lead G5:Standard Multi-Surface Glide Tag: Tag TG: 2-CHIEF 210	285.60	1,142.40
15	1.00 Each	3272.TBT15TR2424TH16--BF01-LS18 Parallon Base, Disc Base, For 24" Round Tabletop, 16" Height BF01:Silver LS18:Fixed / Glides Tag: Tag TG: 2-LOBBY/ADMIN. 200	230.88	230.88
16	2.00 Each	5651B1.A130--MC5-FABRIC--FG2-ELEMENT-LEAD-G5 Focus, Side Chair, Mesh Back, Black Frame, A130 Arm MC5:Onyx Mesh FABRIC:Fabric Grade Selections ~:No Selection FG2:Fabric Grade 2 ELEMENT:Element Standard Color Selection LEAD:Element Lead G5:Standard Multi-Surface Glide Tag: Tag TG: 2-OFFICE 1	285.60	571.20
17	2.00 Each	5651B1.A130--MC5-FABRIC--FG2-ELEMENT-LEAD-G5 Focus, Side Chair, Mesh Back, Black Frame, A130 Arm	285.60	571.20



QUOTE

Miami Gardens
 1662 NW 215th St
 Miami Gardens, FL 33056
 Phone: 954-499-6677

West Palm Beach
 2403 S. Dixie Highway
 West Palm Beach, FL 33401
 Phone: 561-848-4982
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Order Number	122078
Date	02/15/2024
Customer PO No	QUOTE
Customer Account	TOWN005 - N
Expiration Date	3/16/2024
Salesperson	Laura Holzknacht
Project Number	
Terms	CASH ON DELIVERY
Page	4 of 12

		MC5:Onyx Mesh FABRIC: Fabric Grade Selections ~:No Selection FG2: Fabric Grade 2 ELEMENT: Element Standard Color Selection LEAD: Element Lead G5: Standard Multi-Surface Glide Tag: Tag TG: 2-OFFICE 2		
18	1.00 Each	3271.TBT15.TR3030--GR1-TL23-TE5 Parallon Tabletop, Disc Base, 30" Round GR1: Grade 1 Laminate TL23: Driftwood TE5: Flat Edge Tag: Tag TG: 2-FIRE ADMIN 205	142.56	142.56
19	2.00 Each	1051FT1.PSS2--FC2-GL1-SC15~ Rio, 30" Bar Stool, Plastic Seat & Back, Armless FC2: Silver Frame GL1: Standard Multi-Surface Glide SC15: Lagoon ~:No Selection Tag: Tag TG: 2-FIRE ADMIN 205	211.20	422.40
20	28.00 Each	5641B1.A130--MC5-FABRIC--~FG2-ELEMENT-LEAD-C12 Focus, Side Chair, Mesh Back, Black Frame, with Casters, A130 Arm MC5: Onyx Mesh FABRIC: Fabric Grade Selections ~:No Selection FG2: Fabric Grade 2 ELEMENT: Element Standard Color Selection LEAD: Element Lead C12: Hard Floor and Carpet Casters Tag: Tag TG: 2-E.O.C 212	324.00	9,072.00
21	1.00 Each	3272.TBT15TR3030TH42--BF01-LS18 Parallon Base, Disc Base, For 30" Round Tabletop, 42" Height BF01: Silver LS18: Fixed / Glides Tag: Tag TG: 2-FIRE ADMIN 205	267.36	267.36
22	6.00 Each	6422T.A111--FABRIC--~FG3-CANTER EPU-CA ON--C22--~KD Prava, Midback, Swivel Tilt Cntrl, A111 Arm FABRIC: Fabric Grade Selections ~:No Selection FG3: Fabric Grade 3 CANTER EPU: Canter EPU Standard Color Selection CA ON: Canter EPU Onyx ~:Std Black Nylon C22: Hard Floor and Carpet Casters ~:No Selection KD: Knocked Down Tag: Tag TG: 2-CONF. 211	576.96	3,461.76
23	8.00	5651B1.A130--MC5-FABRIC--~FG2-ELEMENT-LEAD-G5	285.60	2,284.80



QUOTE

Miami Gardens
1662 NW 215th St
Miami Gardens, FL 33056
Phone: 954-499-6677

West Palm Beach
2403 S. Dixie Highway
West Palm Beach, FL 33401
Phone: 561-848-4982
Fax: 561-651-1091

Order Number	122078
Date	02/15/2024
Customer PO No	QUOTE
Customer Account	TOWN005 - N
Expiration Date	3/16/2024
Salesperson	Laura Holzkecht
Project Number	
Terms	CASH ON DELIVERY
Page	5 of 12

	Each	Focus, Side Chair, Mesh Back, Black Frame, A130 Arm MC5:Onyx Mesh FABRIC:Fabric Grade Selections ~:No Selection FG2:Fabric Grade 2 ELEMENT:Element Standard Color Selection LEAD:Element Lead G5:Standard Multi-Surface Glide Tag: Tag TG: 1-DINING 104A		
24	1.00 Each	NOTE--- LACASSE QUOTED ON TIPS CONTRACT -:Contract #- 210305 Tag: Tag TG: ZZ-NOTE	0.00	0.00
25	1.00 Each	3NNN-EM541716P--(STDSEL)-TOM Hutch,w/Doors,Wall-Mounted,16"(400MM)D x 54"(1350MM)W x 17"(427MM)H (STDSEL):Standard Selection XXX TOM:Wood Grain- Totem Tag: Tag TG: 1-OFC. OFFICE 109	538.00	538.00
26	1.00 Each	3NNE-MP1518UF--(STDSEL)-TOM Pedestal,Mobile,B/B/F,Sq. Silver Hndl,18"(450MM)D x 15"(388MM)W x 27 1/2"(698MM)H (STDSEL):Standard Selection TOM:Wood Grain- Totem Tag: Tag TG: 1-OFC. OFFICE 109	542.00	542.00
27	1.00 Each	LNZS-203658LF4--(1)-TOM LATERAL FILE / 4 STEEL DRAWERS, SILVER ACCENT, 36x20x58 (1):Single-Tone TOM:Wood Grain- Totem Tag: Tag TG: 2-LOBBY/ADMIN. 200	1,465.00	1,465.00
28	1.00 Each	Q5NS-B2472B--(1)-TOM Bookcase Credenza, 72" x 24" x 29 1/2" (1):Single-Tone TOM:Wood Grain- Totem Tag: Tag TG: 1-DAYRM 104	1,324.50	1,324.50
29	1.00 Each	TNNNN-LC242042--TOM LECTERN TOM:Wood Grain- Totem Tag: Tag TG: 2-E.O.C 212	682.00	682.00
30	1.00 Each	T1NNS-R3629XB--TOM ROUND TABLE X BASE, - 1" thermofused lam w/smooth edge, matching edge color, silver accent, 36"D TOM:Wood Grain- Totem Tag: Tag TG: 2-CHIEF 210	574.50	574.50
31	1.00 Each	T5NNS-RC4296PC--TOM RECTANGULAR TOP - 1-1/2" thermofused lam w/smooth edge, matching edge color, silver accent w/elec comm mod,42X96 TOM:Wood Grain- Totem Tag: Tag TG: 2-CONF. 211	1,108.00	1,108.00



QUOTE

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Fax: 561-651-1091

Order Number	122078
Date	02/15/2024
Customer PO No	QUOTE
Customer Account	TOWN005 - N
Expiration Date	3/16/2024
Salesperson	Laura Holzknacht
Project Number	
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32	1.00 Each	TNNNN-LB0520--TOM LAMINATE BASE, 20X5 TOM:Wood Grain- Totem Tag: Tag TG: 2-CONF. 211	318.50	318.50
33	1.00 Each	TNNNN-LB0520WM--TOM LAMINATE BASE, WITH CABLE MGMT, 20X5 TOM:Wood Grain- Totem Tag: Tag TG: 2-CONF. 211	382.50	382.50
34	2.00 Each	HSC2472--L-(P1)-.P8T Storage Cabinet 24D x 36W x 72H .L:Standard Random Key Lock \$(P1):P1 Paint Opts .P8T:Titanium Tag: Tag TG: 2-MEZZ. 126A	919.46	1,838.92
35	1.00 Each	XRTB1/09648/L--TOP-EDGE-LOGO-LOGO-BASE-BASE-FRAME-- MODIFIED AMERICANA LAMINATE SMALL RECTANGLE TABLE 96"L X 48"D X 29"H - ONE PIECE TABLE TOP WITH INSET LOGO- 1-3/16"THICK LAMINATE TABLE TOP TOP:FORMICA STAINLESS 9319-BH LAMINATE EDGE:MATCHING PVC EDGE - 2MM : LOGO:24"DIAMETER LOGO - SIZE TO BE CONFIRMED LOGO:1/4"THICK PRINTED ALUMINUM WITH CLEAR TOP COAT : BASE:(5) - 3" SQUARE POST LEGS WITH LEVELERS - SILVER POWDERCOAT FINISH BASE:(1) LEG ON EACH CORNER (1) IN CENTER OF TABLE (AS PER DRAWING) FRAME:STIFFENERS -:QUOTE #-NEVERS QUOTE_123646C_020924 Tag: Tag TG: 1-DINING 104A	6,530.15	6,530.15
36	8.00 Each	EWB 9130--POWDERCOAT-ECOWOOD-- BLEAU. STACKING DINING ARM CHAIR. STANDARD ALUMINUM ARMS. POWDERCOAT:1114 COSMOS ECOWOOD:STONEWOOD -:QUOTE #- PAVILLION QUOTE_013024 Tag: Tag TG: 2-PATIO 212.A	675.95	5,407.60
37	2.00 Each	NV 2000-31UE--POWDERCOAT-ECOWOOD-- PINECREST. UMBRELLA TABLES WITH ECOWOOD. 31" DIA. 29"H. POWDERCOAT:1114 COSMOS ECOWOOD:STONEWOOD -:QUOTE #- PAVILLION QUOTE_013024 Tag: Tag TG: 2-PATIO 212.A	1,238.60	2,477.20
38	1.00 Each	FREIGHT--- PAVILLION FREIGHT -:QUOTE #- PAVILLION QUOTE_013024 Tag: Tag TG: Y-FREIGHT	307.84	307.84
39	2.00 Each	732-96-701-24-00----- JANUS UMB STEEL BASE SQ 19"(48CM)/70 LB/SILVER SZ1 & 2 Comes with	568.26	1,136.52



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		reducer ring for use with 38mm Size 1 Pole -:KOKO SILVER POWERCOAT -:QUOTE #- JANUS ET CIE QUOTE_1502225_013024 Tag: Tag TG: 2-PATIO 212.A		
40	2.00 Each	832-04-206-01-99, 732-04-206-00-00----- UMBRELLA CANOPY - TITAN CAFE 200 SQ W 6' 6" (200cm) . D 6' 6" (200cm) . H 7' 8" (234cm) -:TBD -:SILVER STEEL -:QUOTE #- JANUS ET CIE QUOTE_1502225_013024 Tag: Tag TG: 2-PATIO 212.A	1,378.74	2,757.48
41	1.00 Each	5285GR--FINISH-- INDUSTRIAL WIRE SHELVING 36"W X 18"D X 72"H, 4 SHELVES FINISH:METALLIC GREY -:QUOTE #- SAFCO_EO EMAIL QUOTE_013024 Tag: Tag TG: 1-A.B. STOR 128	233.00	233.00
42	2.00 Each	5291GR--FINISH-- INDUSTRIAL WIRE SHELVING 48"W X 18"D X 72"H, 4 SHELVES FINISH:METALLIC GREY -:QUOTE #- SAFCO_EO EMAIL QUOTE_013024 Tag: Tag TG: 1-EMS 123	245.50	491.00
43	2.00 Each	5291GR--FINISH-- INDUSTRIAL WIRE SHELVING 48"W X 18"D X 72"H, 4 SHELVES FINISH:METALLIC GREY -:QUOTE #- SAFCO_WEB QUOTE_010524 Tag: Tag TG: 2-SEC. NARC. 209	245.50	491.00
44	1.00 Each	5291GR--FINISH-- INDUSTRIAL WIRE SHELVING 48"W X 18"D X 72"H, 4 SHELVES FINISH:METALLIC GREY -:QUOTE #- SAFCO_EO EMAIL QUOTE_013024 Tag: Tag TG: 1-A.B. STOR 128	245.50	245.50
45	1.00 Each	FREIGHT--- SAFCO FREIGHT -:QUOTE #- SAFCO_EO EMAIL QUOTE_013024 Tag: Tag TG: Y-FREIGHT	25.00	25.00
46	1.00 Each	H-8446--- STANDARD STAINLESS STEEL WORKTABLE WITHOUT BOTTOM SHELF - 48 X 24" -:QUOTE #- ULINE QUOTE_11771952_013024 Tag: Tag TG: 1-A.B. STOR 128	450.00	450.00
47	1.00 Each	H-8446--- STANDARD STAINLESS STEEL WORKTABLE WITHOUT -:QUOTE #- ULINE QUOTE_11771952_013024 Tag: Tag TG: 1-EMS 123	450.00	450.00
48	1.00 Each	H-7499--- SOLID STAINLESS STEEL WALL-MOUNT SHELVING - -:QUOTE #- ULINE QUOTE_11771952_013024 Tag: Tag TG: 1-EMS 123	156.25	156.25



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49	1.00 Each	H-10722SIL----- INDUSTRIAL METAL STOOL - 24" (4-PACK, OTHERS WILL BE USED IN EMS 123 AND SECU. NARC 205) -:SILVER POWDERCOAT -:QUOTE # - ULINE QUOTE_11771952_013024 Tag: Tag TG: 1-A.B. STOR 128	72.50	72.50
50	1.00 Each	H-8446--- STANDARD STAINLESS STEEL WORKTABLE WITHOUT -:QUOTE # - ULINE QUOTE_11771952_013024 Tag: Tag TG: 2-SEC. NARC. 209	450.00	450.00
51	1.00 Each	H-7499--- SOLID STAINLESS STEEL WALL-MOUNT SHELVING - -:QUOTE # - ULINE QUOTE_11771952_013024 Tag: Tag TG: 2-SEC. NARC. 209	156.25	156.25
52	1.00 Each	H-7499--- SOLID STAINLESS STEEL WALL-MOUNT SHELVING - 48 X 12 X 10" -:QUOTE # - ULINE QUOTE_11771952_013024 Tag: Tag TG: 1-A.B. STOR 128	156.25	156.25
53	1.00 Each	FREIGHT--- ULINE FREIGHT -:QUOTE # - ULINE QUOTE_11771952_013024 Tag: Tag TG: Y-FREIGHT	153.53	153.53
54	1.00 Each	203-74C-ONA--OB-OLUM1-18BB-16SCG--~01O-9FA Onda high back, body balance, adjustable arms. OB:Standard black frame. OLUM1:Standard black onda lumbar. 18BB:Standard black frame. 16SCG:Grey hard floor and soft/carpeted floor casters. ~:Standard casters. 01O:black mesh -01O 9FA:Ships 95% assembled. No tools required (standard). Tag: Tag TG: 1-OFC. OFFICE 109	733.70	733.70
55	1.00 Each	203-74C-ONA--OB-OLUM1-18BB-16SCG--~01O-9FA Onda high back, body balance, adjustable arms. OB:Standard black frame. OLUM1:Standard black onda lumbar. 18BB:Standard black frame. 16SCG:Grey hard floor and soft/carpeted floor casters. ~:Standard casters. 01O:black mesh -01O 9FA:Ships 95% assembled. No tools required (standard). Tag: Tag TG: 2-OFFICE 2	733.70	733.70
56	1.00 Each	203-74C-ONA--OB-OLUM1-18BB-16SCG--~01O-9FA Onda high back, body balance, adjustable arms. OB:Standard black frame. OLUM1:Standard black onda lumbar. 18BB:Standard black frame. 16SCG:Grey hard floor and soft/carpeted floor casters. ~:Standard casters.	733.70	733.70



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		01O:black mesh -01O 9FA:Ships 95% assembled. No tools required (standard). Tag: Tag TG: 2-OFFICE 1		
57	1.00 Each	203-74C-ONA--OB-OLUM1-18BB-16SCG--~01O-9FA Onda high back, body balance, adjustable arms. OB:Standard black frame. OLUM1:Standard black onda lumbar. 18BB:Standard black frame. 16SCG:Grey hard floor and soft/carpeted floor casters. ~:Standard casters. 01O:black mesh -01O 9FA:Ships 95% assembled. No tools required (standard). Tag: Tag TG: 2-LOBBY/ADMIN. 200	733.70	733.70
58	1.00 Each	203-74C-ONA--OB-OLUM1-18BB-16SCG--~01O-9FA Onda high back, body balance, adjustable arms. OB:Standard black frame. OLUM1:Standard black onda lumbar. 18BB:Standard black frame. 16SCG:Grey hard floor and soft/carpeted floor casters. ~:Standard casters. 01O:black mesh -01O 9FA:Ships 95% assembled. No tools required (standard). Tag: Tag TG: 2-CHIEF 210	733.70	733.70

Order Sub-Total : \$72,705.73
TOTAL ORDER : \$72,705.73

PLEASE REVIEW THIS QUOTATION AND NOTIFY US PROMPTLY OF ANY CORRECTIONS REQUIRED THANK YOU FOR THE OPPORTUNITY TO BE OF SERVICE

File Attachments for Item:

D. Review FY 2025 Budget Calendar



TOWN OF HIGHLAND BEACH AGENDA MEMORANDUM

MEETING TYPE: Town Commission Meeting
MEETING DATE February 20, 2024
SUBMITTED BY: Town Manager's Office
SUBJECT: Tentative Budget Schedule for FY 2025

SUMMARY:

As we prepare for the upcoming fiscal year, the Manager's office would like to share the tentative budget schedule.

Please note, we would like to move the July 16th Commission meeting to July 23, 2024. At that meeting we will have our regular agenda items as well as set the tentative maximum millage rate.

Additionally, the public hearing dates in September are just placeholders as the Palm Beach County School Board and Palm Beach County have not released their public hearing dates. Once we know their dates, we will be able to confirm the dates for our public hearings.

FISCAL IMPACT:

To Be Discussed

ATTACHMENTS:

FY 2025 Tentative Budget Calendar

RECOMMENDATION:

Commission review and discussion.



FISCAL YEAR 2024-2025 BUDGET CALENDAR

Tuesday, May 9 th 10:00 a.m.	Staff Meeting with Department Heads to discuss budget process for the new year.
May 10 - 24	Department Heads confer with Finance Department staff for assistance with budget preparation requests.
May 25 - 31	Department Heads schedule meetings with Town Manager to review draft of departmental budget submissions, and any non-typical requests.
June 1 – June 14	Town Manager and Finance Department review budget requests and compile budget documents.
Tuesday, June 18 th 12:00 p.m.	Preliminary Budget Presentation
Thursday, July 1 st	Certification of Valuation received from Property Appraiser
Thursday, June 27 th 11:30 a.m. (tentative)	Financial Advisory Board (FAB) Meeting – Preliminary Budget Presentation
Tuesday, July 23 rd 1:30 p.m.	Town Commission Special Meeting- First reading of levy & setting the tentative maximum millage rate
August 1 - August 31	Town Commission holds Special Budget Meetings as necessary: August 27, 2023 12:00 p.m. Topics: Budget/Health Care Insurance/Adjustments/Presentation
Tuesday, September 3 rd 5:01 p.m. (tentative)	Town Commission Public Hearing to tentatively adopt proposed millage and proposed budget.
Thurs., September 12 th	Finance Department sends required quarter page ad to newspaper.
Sunday, September 14 th	Quarter page ad appears in newspaper regarding budget adoption meeting.
Wednesday, September 18 th 5:01 p.m. (tentative)	Town Commission special meeting to adopt final millage and final budget ordinances.

As of February 13, 2024