

*Rhodine Road North
Community Development District*

Agenda

February 6, 2019

AGENDA

Rhodine Road North

Community Development District

135 W. Central Blvd., Suite 320, Orlando, Florida 32801
Phone: 407-841-5524 – Fax: 407-839-1526

January 30, 2019

**Board of Supervisors
Highland Meadows West
Community Development District**

Dear Board Members:

The regular meeting of the Board of Supervisors of **Rhodine Road North Community Development District** will be held **Wednesday, February 6, 2019 at 11:30 AM at The Holiday Inn Express, 2102 N Park Rd., Plant City, Florida 33566**. Following is the advance agenda for the meeting:

Landowners' Meeting

1. Determination of Number of Voting Units Represented
2. Call to Order
3. Election of Chairman for the Purpose of Conducting the Landowners' Meeting
4. Nominations for the Position of Supervisor
5. Casting of Ballots
6. Ballot Tabulation
7. Landowner's Questions and Comments
8. Adjournment

Board of Supervisors Meeting

1. Roll Call
2. Public Comment Period (Speakers will fill out a card and submit it to the District Manager prior to the beginning of the meeting)
3. Organizational Matters
 - A. Administration of Oaths of Office to Newly Elected Board Members
 - B. Consideration of Resolution 2019-28 Canvassing and Certifying the Results of the Landowners' Election
 - C. Election of Officers
 - D. Consideration of Resolution 2019-29 Electing Officers
4. Approval of Minutes of the December 19, 2018 Meeting
5. Public Hearings
 - A. Public Hearing on Adoption of District Rules of Procedure
 - i. Consideration of Resolution 2019-30 Adopting Rules of Procedure
 - B. Public Hearing on the District's Use of the Uniform Method of Levying, Collection, & Enforcement of Non Ad-Valorem Assessments
 - i. Consideration of Resolution 2019-31 Expressing the District's Intent to Utilize the Uniform Method of Collection
6. Ranking of Proposals for District Engineering Services and Selection of District Engineer
7. Staff Reports
 - A. Attorney
 - B. Engineer

¹ Comments will be limited to three (3) minutes

C. District Manager's Report

8. Other Business
9. Supervisors Requests and Audience Comments
10. Adjournment

Immediately prior to the Board of Supervisors meeting will be a Landowners' meeting of the Rhodine Road North CDD.

The second order of business is the Public Comment Period where the public has an opportunity to be heard on propositions coming before the Board as reflected on the agenda, and any other items. Speakers must fill out a Request to Speak form and submit it to the District Manager prior to the beginning of the meeting.

The third order of business is Organizational Matters. Section A is the administration of the Oaths of Office to the newly elected Board Members. There is no back-up material. Section B is the consideration of Resolution 2019-28 canvassing and certifying the results of the landowners' election. A copy of the resolution is enclosed for your review. Section C is the election of officers and Section D is the consideration of Resolution 2019-29 electing officers. A copy of the resolution is enclosed for your review.

The fourth order of business is the approval of the minutes of the December 19, 2018 meeting. A copy of the minutes are enclosed for your review.

The fifth order of business opens the Public Hearings. Section A is the public hearing to adopt the District's Rules of procedure. Sub-Section 1 is the consideration of Resolution 2019-30 adopting rules of procedure. A copy of the rules are enclosed for your review. Section B is the public hearing on the District's use of the Uniform Method of Levying, Collection & Enforcement of non Ad-Valroem assessments. Sub-Section 1 is the consideration of Resolution 2019-31 expressing the District's intent to utilize the uniform method of collection. A copy of the Resolution is enclosed for your review.

The sixth order of business is the ranking of proposals for District engineering services and the selection of a District Engineer. A copy of the proposals will be presented at the meeting.

The seventh order of business is staff reports. Any staff reports will be discussed at this time.

The balance of the agenda will be discussed at the meeting. In the meantime, if you should have any questions, please do not hesitate to contact me.

Sincerely,

Jill Burns
District Manager

CC:
Roy Van Wyk, District Counsel
Enclosures

**INSTRUCTIONS RELATING TO LANDOWNERS' MEETING OF
RHODINE ROAD NORTH COMMUNITY DEVELOPMENT DISTRICT
FOR THE ELECTION OF SUPERVISORS**

DATE OF LANDOWNERS' MEETING: **Wednesday, February 6, 2019**

TIME: **11:30 A.M.**

LOCATION: **Holiday Inn Express, 2102 N. Park Road., Plant City, FL 33566**

Pursuant to Chapter 190, Florida Statutes, and after a Community Development District ("**District**") has been established and the landowners have held their initial election, there shall be a subsequent landowners' meeting for the purpose of electing members of the Board of Supervisors ("**Board**") every two years until the District qualifies to have its board members elected by the qualified electors of the District. The following instructions on how all landowners may participate in the election are intended to comply with Section 190.006(2)(b), Florida Statutes.

A landowner may vote in person at the landowners' meeting, or the landowner may nominate a proxy holder to vote at the meeting in place of the landowner. Whether in person or by proxy, each landowner shall be entitled to cast one vote per acre of land owned by him or her and located within the District, for each position on the Board that is open for election for the upcoming term. A fraction of an acre shall be treated as one (1) acre, entitling the landowner to one vote with respect thereto. Please note that a particular parcel of real property is entitled to only one vote for each eligible acre of land or fraction thereof; therefore, two or more people who own real property in common, that is one acre or less, are together entitled to only one vote for that real property.

At the landowners' meeting, the first step is to elect a chair for the meeting, who may be any person present at the meeting. The landowners shall also elect a secretary for the meeting who may be any person present at the meeting. The secretary shall be responsible for the minutes of the meeting. The chair shall conduct the nominations and the voting. If the chair is a landowner or proxy holder of a landowner, he or she may nominate candidates and make and second motions. Candidates must be nominated and then shall be elected by a vote of the landowners. Nominees may be elected only to a position on the Board that is open for election for the upcoming term.

Five (5) seats on the Board will be up for election by landowners. The two candidates receiving the highest number of votes shall be elected for a term of four (4) years. The three candidates receiving the next highest number of votes shall be elected for a term of two (2) years. The term of office for each successful candidate shall commence upon election.

A proxy is available upon request. To be valid, each proxy must be signed by one of the legal owners of the property for which the vote is cast and must contain the typed or printed name of the individual who signed the proxy; the street address, legal description of the property or tax parcel identification number; and the number of authorized votes. If the proxy authorizes more than one vote, each property must be listed and the number of acres of each property must be included. The signature on a proxy does not need to be notarized.

**LANDOWNER PROXY
RHODINE ROAD NORTH COMMUNITY DEVELOPMENT DISTRICT
HILLSBOROUGH COUNTY, FLORIDA
LANDOWNERS' MEETING – FEBRUARY 6, 2019**

KNOW ALL MEN BY THESE PRESENTS, that the undersigned, the fee simple owner of the lands described herein, hereby constitutes and appoints _____ (“**Proxy Holder**”) for and on behalf of the undersigned, to vote as proxy at the meeting of the landowners of the Rhodine Road North Community Development District to be held at the Holiday Inn Express, 2102 N. Park Rd., Plant City, FL 33566 on February 6, 2019, at 11:30 a.m. and at any adjournments thereof, according to the number of acres of unplatted land and/or platted lots owned by the undersigned landowner that the undersigned would be entitled to vote if then personally present, upon any question, proposition, or resolution or any other matter or thing that may be considered at said meeting including, but not limited to, the election of members of the Board of Supervisors. Said Proxy Holder may vote in accordance with his or her discretion on all matters not known or determined at the time of solicitation of this proxy, which may legally be considered at said meeting.

Any proxy heretofore given by the undersigned for said meeting is hereby revoked. This proxy is to continue in full force and effect from the date hereof until the conclusion of the landowners’ meeting and any adjournment or adjournments thereof, but may be revoked at any time by written notice of such revocation presented at the landowners’ meeting prior to the Proxy Holder’s exercising the voting rights conferred herein.

Printed Name of Legal Owner

Signature of Legal Owner

Date

Parcel Description

Acreage

Authorized Votes

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel. If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

Total Number of Authorized Votes:

NOTES: Pursuant to Section 190.006(2)(b), *Florida Statutes* (2018), a fraction of an acre is treated as one (1) acre entitling the landowner to one vote with respect thereto. Moreover, two (2) or more persons who own real property in common that is one acre or less are together entitled to only one vote for that real property.

If the fee simple landowner is not an individual, and is instead a corporation, limited liability company, limited partnership or other entity, evidence that the individual signing on behalf of the entity has the authority to do so should be attached hereto (e.g., bylaws, corporate resolution, etc.).

OFFICIAL BALLOT
RHODINE ROAD NORTH COMMUNITY DEVELOPMENT DISTRICT
HILLSBOROUGH COUNTY, FLORIDA
LANDOWNERS' MEETING – FEBRUARY 6, 2019

For Election (5 Supervisors): The two (2) candidates receiving the highest number of votes will each receive a four (4) year term, and the three (3) candidates receiving the next highest number of votes will each receive a two (2) year term, with the term of office for the successful candidates commencing upon election.

The undersigned certifies that he/she/it is the fee simple owner of land, or the proxy holder for the fee simple owner of land, located within the Rhodine Road North Community Development District and described as follows:

Description

Acreage

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel.] [If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

or

Attach Proxy.

I, _____, as Landowner, or as the proxy holder of _____ (Landowner) pursuant to the Landowner's Proxy attached hereto, do cast my votes as follows:

NAME OF CANDIDATE

NUMBER OF VOTES

1. _____
2. _____
3. _____
4. _____
5. _____

Date: _____

Signed: _____

Printed Name: _____

SECTION III

SECTION B

RESOLUTION 2019-28

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE RHODINE ROAD NORTH COMMUNITY DEVELOPMENT DISTRICT CANVASSING AND CERTIFYING THE RESULTS OF THE LANDOWNERS ELECTION OF SUPERVISORS HELD PURSUANT TO SECTION 190.006(2), FLORIDA STATUTES, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Rhodine Road North Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within unincorporated Hillsborough County, Florida; and

WHEREAS, pursuant to Section 190.006(2), *Florida Statutes*, a landowners meeting is required to be held within 90 days of the District's creation and every two years following the creation of the District for the purpose of electing supervisors of the District; and

WHEREAS, such landowners meeting was held on February 6, 2019, the Minutes of which are attached hereto as **Exhibit A**, and at which the below recited persons were duly elected by virtue of the votes cast in his/her favor; and

WHEREAS, the Board of Supervisors of the District, by means of this Resolution, desire to canvas the votes and declare and certify the results of said election.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE RHODINE ROAD NORTH COMMUNITY DEVELOPMENT DISTRICT:

Section 1. The following persons are found, certified, and declared to have been duly elected as Supervisor of and for the District, having been elected by the votes cast in their favor as shown:

_____	Seat 1	Votes _____
_____	Seat 2	Votes _____
_____	Seat 3	Votes _____
_____	Seat 4	Votes _____
_____	Seat 5	Votes _____

Section 2. In accordance with Section 190.006(2), *Florida Statutes*, and by virtue of the number of votes cast for the Supervisor, the above-named person is declared to have been elected for the following term of office:

_____	4 Year Term
_____	4 Year Term
_____	2 Year Term
_____	2 Year Term
_____	2 Year Term

Section 3. This resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 6TH DAY OF FEBRUARY, 2019.

**RHODINE ROAD NORTH COMMUNITY
DEVELOPMENT DISTRICT**

Attest:

Secretary/Assistant Secretary

Chairperson

SECTION D

RESOLUTION 2019-29

**A RESOLUTION ELECTING THE OFFICERS OF THE RHODINE
ROAD NORTH COMMUNITY DEVELOPMENT DISTRICT,
HILLSBOROUGH COUNTY, FLORIDA**

WHEREAS, the Rhodine Road North Community Development District (the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, the Board of Supervisors of the District ("Board") desires to elect the Officers of the District.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF
SUPERVISORS OF RHODINE ROAD NORTH COMMUNITY
DEVELOPMENT DISTRICT:**

Section 1. The following persons are elected to the offices shown:

Chair	_____
Vice Chair	_____
Secretary	_____
Assistant Secretary	_____
Assistant Secretary	_____
Assistant Secretary	_____
Assistant Secretary	_____
Assistant Secretary	_____

PASSED AND ADOPTED this 6th day of February, 2019.

ATTEST:

**RHODINE ROAD NORTH
COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

MINUTES

MINUTES OF MEETING
RHODINE ROAD NORTH
COMMUNITY DEVELOPMENT DISTRICT

The Organizational Meeting of the Board of Supervisors of the Rhodine Road North Community Development District was held on Wednesday, December 19, 2018 at 1:40 p.m. at Holiday Inn Express, 2102 N Park Road, Plant City, Florida.

Present and constituting a quorum were:

Rennie Heath	Chairman
Andrew Rhinehart	Vice Chairman
Phillip Allende	Assistant Secretary
John Mazuchowski	Assistant Secretary

Also, present were:

Jill Burns	District Manager
Michelle Rigoni	District Counsel
Roy Van Wyk	District Counsel
Camille Evans	Bond Counsel
Heather Wertz	Interim District Engineer

The following is a summary of the discussions and actions taken at the December 19, 2018 Rhodine Road North Community Development District's Organizational Meeting.

FIRST ORDER OF BUSINESS

Introduction

A. Call to Order

Ms. Burns called the meeting to order and noted that a quorum was established.

B. Public Comment Period

(Speakers will fill out a card and submit it to the District Manager prior to beginning of the meeting)

Ms. Burns stated that there were no members of the public present.

C. Oath of Office

Ms. Burns recited the Oath of Office and swore in Rennie Heath, Phillip Allende, Andrew Rhinehart, and John Mazuchowski. The remaining Supervisor will be sworn in at the next meeting.

SECOND ORDER OF BUSINESS

Organizational Matters

A. Confirmation of Notice of Meeting

Ms. Burns noted that the proof of meeting notice was included in the package.

B. Information on Community Development Districts and Public Official Responsibilities and Florida Statutes Chapter 190

Ms. Burns decided to skip the explanation for the Sunshine and Publics Records Laws because all of the Board Members had been on a Board prior to Rhodine Road North.

C. Election of Officers

1. Resolution 2019-01 Appointing Officers

Ms. Burns asked for nominations for the Board. Mr. Allende nominated Mr. Heath as Chairman and Mr. Rhinehart was nominated as the Vice Chairman. The remaining three Board Members were named as Assistant Secretaries. Ms. Burns will be named Secretary and George Flint with GMS will be named as Assistant Secretary.

On MOTION by Mr. Allende, seconded by Mr. Heath, with all in favor, Resolution 2019-01 Appointing Rennie Heath as Chairman, Andrew Rhineheart as Vice Chairman, and Phillip Allende, John Mazuchowski, Lauren Schwenk, and George Flint as Assistant Secretaries, and Jill Burns as Secretary, was approved.

2. Resolution 2019-2 Appointing Treasurer and Assistant Treasurer

Ms. Burns stated that Ariel Lovera and Jill Burns of GMS would be named as Treasurer and Assistant Treasurer.

On MOTION by Mr. Heath, seconded by Mr. Rhineheart, with all in favor, Resolution 2019-02 Appointing Ariel Lovera as Treasurer and Jill Burns as Assistant Treasurer, was approved.

THIRD ORDER OF BUSINESS

Retention of District Staff

A. Consideration of Resolution 2019-03 Appointing a District Manager

Ms. Burns noted this is the same agreement the Board has seen at previous Districts and the fees are the same.

On MOTION by Mr. Heath, seconded by Mr. Allende, with all in favor, Resolution 2019-03 Appointing a District Manager, was approved.

B. Consideration of Appointment District Counsel

1. Resolution 2019-04 Appointing District Counsel

Ms. Burns stated that attached to the resolution was the fee agreement from Hopping Green and Sams. Ms. Rigoni offered to answer any questions the Board had.

On MOTION by Mr. Heath, seconded by Mr. Rhineheart, with all in favor, Resolution 2019-04 Appointing District Counsel, was approved.

C. Consideration of Resolution 2019-05 Selection of Registered Agent and Office

Ms. Burns stated that this resolution would name Roy, of Sarah's office, as the registered agent and the office as the Hopping Green and Sams office.

On MOTION by Mr. Rhineheart, seconded by Mr. Heath, with all in favor, Resolution 2019-05 Appointing a Registered Agent and Office, was approved.

D. Consideration of Resolution 2019-06 Appointing Interim District Engineer

Ms. Burns stated that a fee schedule was included in the agenda package. Ms. Burns stated that this resolution would appoint Hamilton Engineering as the interim District Engineer.

On MOTION by Mr. Heath, seconded by Mr. Rhineheart, with all in favor, Resolution 2019-06 Appointing an Interim District Engineer, was approved.

E. Consideration of Interim District Engineering Services Agreement

Ms. Burns stated that the Interim Engineer Services Agreement was also included in the agenda package.

On MOTION by Mr. Heath, seconded by Mr. Rhineheart, with all in favor, the Interim District Engineering Agreement, was approved.

F. Request Authorization to Issue RFQ for Engineering Services

Ms. Burns suggested the RFQ be due January 28th at 12:00 p.m.

On MOTION by Mr. Heath, seconded by Mr. Rhineheart, with all in favor, the Request Authorization to Issue RFQ for Engineering Services, was approved.

FOURTH ORDER OF BUSINESS

Designation of Meetings and Hearing Dates

A. Consideration of Resolution 2019-07 Designation of Regular Monthly Meeting Date, Time and Location for Fiscal Year 2019

Ms. Burns suggested the first Wednesday of each month at 11:30 a.m. might be a good time to not interfere with any other meetings.

On MOTION by Mr. Allende, seconded by Mr. Heath, with all in favor, Resolution 2019-07 Designating the First Wednesday of the Month at 11:30 a.m. for the Monthly Meeting Date, Time and Location for Fiscal Year 2019, was approved.

B. Consideration of Resolution 2019-08 Designation of Landowners' Meeting Date, Time and Location

Ms. Burns suggested setting the meeting for February 6th at 11:30.

On MOTION by Mr. Heath, seconded by Mr. Rhineheart, with all in favor, Resolution 2019-08 Designating February 6th at 11:30 a.m. as the Landowners' Meeting Date and Time and Location, was approved.

C. Designation of Date of Public Hearing to Adopt Rules of Procedure in Accordance with Section 120.54, Florida Statutes

1. Consideration of Resolution 2019-09 Setting a Public Hearing to Consider the Proposed Rules of the District

Ms. Burns suggested setting the date as February 6th at 11:30 a.m.

On MOTION by Mr. Allende, seconded by Mr. Heath, with all in favor, the Designation of February 6th at 11:30 a.m. as the Date of Public Hearing to Adopt Rules of Procedure in Accordance with Section 120.54, Florida Statutes, was approved.

D. Designation of Dates of Public Hearing on the Budget for Fiscal Year 2019

1. Consideration of Resolution 2019-10 Setting the Public Hearing and Approving the Proposed Fiscal Year 2019 Budget

Ms. Burns suggested the date of March 6th at 11:30 a.m. for the public hearing, so they can reach the 60 day publication deadline.

On MOTION by Mr. Heath, seconded by Mr. Rhineheart, with all in favor, Resolution 2019-10 Setting the Public Hearing for March 6th at 11:30 a.m. and Approving the Proposed Fiscal Year 2019 Budget, was approved.

2. Approval of the Fiscal Year 2018/2019 Developer Funding Agreement

Mr. Heath noted they needed to change JMBI Real Estate, LLC as the developer.

On MOTION by Mr. Heath, seconded by Mr. Rhineheart, with all in favor, the Fiscal Year 2018/2019 Developer Funding Agreement, as amended, was approved.

E. Resolution 2019-11 Setting Date of Public Hearing Expressing the District's Intent to Utilize the Uniform Method of Levying, Collecting and Enforcing Non-Ad-Valorem Assessments in Accordance with Section 197.3632, Florida Statutes

Ms. Burns noted that they would send this resolution to the County and it will allow them to use the tax roll to collect District assessments. Ms. Burns suggested the public hearing be held on March 6th at 11:30.

On MOTION by Ms. Heath, seconded by Mr. Allende, with all in favor, Resolution 2019-11 Setting the date of the Public Hearing for March 6th at 11:30 a.m. Expressing the District's Intent to Utilize the Uniform Method of Levying, Collecting and Enforcing Non-Ad-Valorem Assessments in Accordance with Section 197.3632 Florida Statutes, was approved.

FIFTH ORDER OF BUSINESS

Other Organizational Matters

A. Resolution 2019-12 Designating a Qualified Public Depository

Ms. Burns stated that GMS generally uses SunTrust, but the Board could choose anyone they wanted. The Board agreed to use SunTrust.

On MOTION by Mr. Heath, seconded by Mr. Rhineheart, with all in favor, Resolution 2019-12 Designating SunTrust as a Qualified Public Depository, was approved.

B. Resolution 2019-13 Authorization of Bank Account Signatories

Ms. Burns requested that herself and George Flint should be filled into the blanks authorizing them to sign checks.

On MOTION by Mr. Allende, seconded by Mr. Rhineheart, with all in favor, Resolution 2019-13 Authorizing Ms. Burns and Mr. Flint of GMS as Bank Account Signatories, was approved.

C. Consideration of Resolution 2019-14 Relating to Defense of Board Members

Ms. Burns noted that this resolution evidences the District's intent to provide legal defense to Board Members and staff.

On MOTION by Mr. Heath, seconded by Mr. Rhineheart, with all in favor, Resolution 2019-14 Relating to Defense of Board Members, was approved.

D. Consideration of Resolution 2019-15 Authorizing District Counsel to Record in the Property Records of Hillsborough County the "Notice of Establishment" in accordance with Chapter 190.0485, Florida Statutes.

Ms. Burns stated that they now have the ordinance number and will just be looking for authorization for Counsel to record.

On MOTION by Mr. Heath, seconded by Mr. Allende, with all in favor, Resolution 2019-15 Authorizing District Counsel to Record the Property Records of Hillsborough County the "Notice of Establishment" in accordance with Chapter 190.0485, Florida Statutes, was approved.

E. Consideration of Resolution 2019-16 Adopting Investment Guidelines

Ms. Burns explained that this resolution outlines conservative investment requirements for the District that directs how the District's excess funds can be invested.

On MOTION by Mr. Heath, seconded by Mr. Rhineheart, with all in favor, Resolution 2019-16 Adopting Investment Guidelines, was approved.

F. Consideration of Resolution 2019-17 Authorizing the Execution of Public Depositor Report

Ms. Burns stated that this resolution allows the District Manager or Treasurer to execute the Depositor Report and send it to the Treasurer of the state of Florida.

On MOTION by Mr. Rhineheart, seconded by Mr. Allende, with all in favor, Resolution 2019-17 Authorizing Execution of Public Depositor Report, was approved.

G. Consideration of Resolution 2019-18 Designating a Policy for Public Comment

Ms. Burns stated that this resolution is required by Florida statute that outlines the procedures on how members of the public are able to comment at our meeting. Ms. Burns explained that there will be public comment at the beginning and at the end of the meetings, and the resolution outlines how the Board can deal with public decorum issues that might come up during meetings.

On MOTION by Mr. Allende, seconded by Mr. Rhinehart, with all in favor, Resolution 2019-18 Designating a Policy for Public Comment, was approved.

H. Consideration of Resolution 2019-19 Adopting a Travel and Reimbursement Policy

Ms. Burns stated that this resolution establishes standard travel reimbursement rates, procedures, and limitations to public officers and employees who are traveling and paid for by the District.

On MOTION by Mr. Heath, seconded by Mr. Allende, with all in favor, Resolution 2019-19 Adopting a Travel and Reimbursement Policy, was approved.

I. Consideration of Resolution 2019-20 Adopting a Prompt Payment Policy

Ms. Burns noted Florida statutes require timely payment to vendors and contractors to provide goods to the District. The policy is attached as Exhibit A, and outlines those policies.

On MOTION by Mr. Rhineheart seconded by Mr. Mazuchowski, with all in favor, Resolution 2019-20 Adopting a Prompt Payment Policy, was approved.

J. Consideration of Resolution 2019-21 Adopting a Records Retention Policy

Ms. Burns addressed two memos that outlined option A and option B. Ms. Burns explained that option A allows for timely destruction of records as outlined with state and federal laws, and explained that option B did not allow the District to destroy any records. Ms. Burns stated staff recommendation is option A, and explained that after 5 years they destroy records.

On MOTION by Mr. Heath, seconded by Mr. Allende, with all in favor, Resolution 2019-21 Adopting Records Retention Policy Option A, was approved.

K. Consideration of Compensation to Board Members

Ms. Burns explained that the Florida Statutes allow payment of up to \$200 per meeting for Board Members if they choose to receive compensation.

On MOTION by Mr. Heath, seconded by Mr. Allende, with all in favor, the Compensation to Board Members, was approved.

L. Resolution 2019-22 Selecting District Records Office Within Hillsborough County

Ms. Burns suggested the office of Hamilton Engineering and Surveying Inc. at 3409 W. Lemon St., Tampa, FL 33609.

On MOTION by Mr. Heath, seconded by Mr. Rhineheart, with all in favor, Resolution 2019-22 Selecting 3409 W. Lemon St. Tampa, FL, as the District Records Office Within Hillsborough County, was approved.

M. Resolution 2019-23 Designation the Primary Administrative Office and Principal Headquarters of the District

Ms. Burns explained that the District's primary administrative office would be the GMS office in Orlando at the address 135 W. Central Blvd. Suite 320, Orlando, FL 32801. Ms. Burns stated that the principal headquarters for establishing the venue needs to be located within Hillsborough County, she suggested the address of Hamilton Engineering at 3409 W. Lemon St., Tampa, FL 33609.

On MOTION by Mr. Rhineheart, seconded by Mr. Allende, with all in favor, Resolution 2019-23 Designating the Primary Administrative Office at 135 West Central Boulevard, Suite 320, Orlando, FL 32801, and the Principal Headquarters of the District at 3409 W. Lemon St., Tampa, FL 33609, was approved.

N. Consideration of Website Services Agreement

Ms. Burns noted the agreement will allow GMS to set up the District's website.

On MOTION by Mr. Heath, seconded by Mr. Allende, with all in favor, the Website Services Agreement, was approved.

O. Authorization to Prepare Public Facilities Report in Accordance with Chapter 189.08 Florida Statutes to Coincide with Special District Filing Date of August 1st in Hillsborough County

Ms. Burns noted that there was no backup for this item.

On MOTION by Mr. Rhineheart, seconded by Mr. Allende, with all in favor, the Authorization to Prepare Public Facilities Report in Accordance with Chapter 189.08 Florida Statutes to Coincide with Special District Filing Date of August 1st in Hillsborough County, was approved.

SIXTH ORDER OF BUSINESS

Capital Improvements

A. Appointing of Finance Team

1. Bond Counsel

Ms. Burns noted that under tab 1 was an agreement from Bond Counsel Greenberg Traurig.

On MOTION by Mr. Heath, seconded by Mr. Rhineheart, with all in favor, the Bond Counsel Agreement with Greenberg Traurig was approved.

2. Investment Banker

Ms. Burns noted under tab 2 was the agreement for underwriting services and the G17 disclosure from FMS Bonds.

On MOTION by Mr. Heath, seconded by Mr. Rhineheart, with all in favor, the Investment Banker Agreement with FMS Bonds was approved.

3. Assessment Administrator

Ms. Burns noted tab 3 appoints GMS as the assessment administrator that was previously approved in the management agreement they have.

On MOTION by Mr. Heath, seconded by Mr. Rhineheart with all in favor, the Assessment Administrator Agreement with GMS was approved.

4. Trustee

Ms. Burns noted under tab 4 is the agreement from US Bank, provided by Stacey Johnson for them to serve as Trustee.

On MOTION by Mr. Heath, seconded by Mr. Allende, with all in favor, the Trustee Agreement with US Bank was approved.

B. Approval of Financing Team Funding Agreement

Ms. Burns noted the previous entity Cassidy Properties was listed and would be changed to JMBI Real Estate, LLC. Ms. Burns explained this agreement states the developer will provide funds to the District to enable them to commence the financing program and make all money necessary to allow the District to move forward in issuing bonds.

On MOTION by Mr. Heath, seconded by Mr. Rhineheart, with all in favor, the Financing Team Funding Agreement was approved.

SEVENTH ORDER OF BUSINESS

Financing Matters

A. Consideration of Engineer's Report

Ms. Burns stated that the Engineer's Report was circulated and suggested that the Board approve the report in substantial form in case revisions were necessary. Ms. Wertz explained that Rhodine Road North consists of about 102 acres and 307 single family lots. She also stated that the CDD will provide funding for storm water management, roadways, water, waste water, all such improvements. The cost for probable improvements is \$5.1 million.

Ms. Rigoni asked Ms. Wertz a series of questions based on her professional experience;

- Is the probable cost reasonable? Ms. Wertz answered yes.
- Do you have reason to believe the District cannot undertake this project? Ms. Wertz answered no.

On MOTION by Ms. Rhineheart, seconded by Mr. Allende, with all in favor, in substantial form, the Engineer's Report was approved.

B. Consideration of Assessment Methodology

Ms. Burns stated this Assessment Methodology Report contemplates the cost of the capital improvement plan outlined in the Engineer's Report of \$5.1 million. Ms. Burns summarized the tables in the assessment methodology for the Board. Ms. Wertz commented that the number of lots listed did not match her Engineer's Report. The Board decided to approve with the amendment to update the lot count to 307.

On MOTION by Mr. Heath, seconded by Mr. Rhineheart, with all in favor, the Assessment Methodology, as amended to update lot count to 307, was approved.

C. Consideration of Resolution 2019-24 Authorizing the Issuance of Bonds and Authorizing the Commencement of Validation Proceedings

Ms. Evans went over Resolution 2019-24 with the Board. She suggested changing the “not to exceed amount” of \$7 million to \$10 million in consideration of additional capacity in the future. The Board did not have any questions for Ms. Evans.

On MOTION by Mr. Rhineheart, seconded by Mr. Allende, with all in favor, Resolution 2019-24 Authorizing the Issuance of Bonds and Authorizing the Commencement of Validation Proceedings, with a NTE amount of 10 million, was approved.

D. Consideration of Resolution 2019-25 Declaring Special Assessments and Approval of Assessment Methodology

Ms. Burns noted the Board had already reviewed both items in Resolution 2019-25. Ms. Rigoni noted this resolution evidences the Districts intent to begin the assessment levy process.

On MOTION by Mr. Heath, seconded by Mr. Allende, with all in favor, Resolution 2019-25 Declaring Special Assessments and Approval of Assessment Methodology, was approved.

E. Consideration of Resolution 2019-26 Setting the Public Hearing for Special Assessments

Ms. Burns suggested the public hearing date of February 6th at 11:30 a.m. at the Board’s current location.

On MOTION by Mr. Heath, seconded by Mr. Allende, with all in favor, Resolution 2019-26 Setting the Public Hearing for Special Assessments on February 6th at 11:30 a.m., was approved.

F. Consideration of Resolution 2019-27 Authorizing a Boundary Amendment

Ms. Burns and Ms. Rigoni stated they were approached by the developer to add additional land to the District, a total of 17 acres.

On MOTION by Mr. Heath, seconded by Mr. Allende, with all in favor, Resolution 2019-27 Authorizing a Boundary Amendment, was approved.

G. Consideration of Boundary Amendment Funding Agreement

Ms. Burns stated that this is how the developer is going to agree to fund the invoices associated with the boundary amendment.

On MOTION by Mr. Heath, seconded by Mr. Allende, with all in favor, the Boundary Amendment Funding Agreement, was approved.

EIGHTH ORDER OF BUSINESS

Other Business

A. Staff Reports

1. Attorney

Ms. Rigoni had nothing additional for the Board.

2. Manager

The next item followed.

B. Supervisors Requests

There being none, the next item followed.

C. Approval of Funding Request No. 1

Ms. Burns noted the funding request allowed them to open the account, place all the ads that were approved prior in the meeting, and start issuing checks. Ms. Burns agreed to send the funding to Sheila and Lauren directly.

On MOTION by Mr. Heath, seconded by Mr. Rhineheart, with all in favor, Funding Request No. 1 was approved.

NINTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Heath, seconded by Mr. Rhineheart, with all in favor, the meeting was adjourned.

Secretary/Assistant Secretary

Chairman/Vice Chairman

SECTION V

SECTION A

SECTION 1

RESOLUTION 2019-30

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE RHODINE ROAD NORTH COMMUNITY DEVELOPMENT DISTRICT ADOPTING RULES OF PROCEDURE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Rhodine Road North Community Development District (the “District”) is a local unit of special purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within unincorporated Hillsborough County, Florida; and

WHEREAS, Chapter 190, *Florida Statutes*, authorizes the District to adopt rules to govern the administration of the District and to adopt resolutions as may be necessary for the conduct of District business; and

WHEREAS, the Board of Supervisors finds that it is in the best interests of the District to adopt by resolution the Rules of Procedure attached hereto as **Exhibit A** for immediate use and application; and

WHEREAS, the Board of Supervisors has complied with applicable Florida law concerning rule development and adoption.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE RHODINE ROAD NORTH COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. The attached Rules of Procedure are hereby adopted pursuant to this resolution as necessary for the conduct of District business. These Rules of Procedure shall stay in full force and effect until such time as the Board of Supervisors may amend these rules in accordance with Chapter 190, *Florida Statutes*.

SECTION 2. If any provision of this resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 3. This resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this 6th day of February, 2019.

ATTEST:

**RHODINE ROAD NORTH
COMMUNITY DEVELOPMENT DISTRICT**

Secretary

Chairman, Board of Supervisors

Exhibit A: Rules of Procedure

Exhibit A
Rules of Procedure

RULES OF PROCEDURE
RHODINE ROAD NORTH COMMUNITY DEVELOPMENT DISTRICT

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Rule 1.0 General.

- (1) The Rhodine Road North Community Development District (the “District”) was created pursuant to the provisions of Chapter 190 of the Florida Statutes, and was established to provide for the ownership, operation, maintenance, and provision of various capital facilities and services within its jurisdiction. The purpose of these rules (the “Rules”) is to describe the general operations of the District.
- (2) Definitions located within any section of these Rules shall be applicable within all other sections, unless specifically stated to the contrary.
- (3) Unless specifically permitted by a written agreement with the District, the District does not accept documents filed by electronic mail or facsimile transmission. Filings are only accepted during normal business hours.
- (4) A Rule of the District shall be effective upon adoption by affirmative vote of the District Board. After a Rule becomes effective, it may be repealed or amended only through the rulemaking procedures specified in these Rules. Notwithstanding, the District may immediately suspend the application of a Rule if the District determines that the Rule conflicts with Florida law. In the event that a Rule conflicts with Florida law and its application has not been suspended by the District, such Rule should be interpreted in the manner that best effectuates the intent of the Rule while also complying with Florida law. If the intent of the Rule absolutely cannot be effectuated while complying with Florida law, the Rule shall be automatically suspended.

Specific Authority: §§190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§190.011(5), 190.011(15), Fla. Stat.

Rule 1.1 Board of Supervisors; Officers and Voting.

- (1) Board of Supervisors. The Board of Supervisors of the District (the “Board”) shall consist of five (5) members. Members of the Board (“Supervisors”) appointed by ordinance or rule or elected by landowners must be citizens of the United States of America and residents of the State of Florida. Supervisors elected by resident electors must be citizens of the United States of America, residents of the State of Florida and of the District, registered to vote with the Supervisor of Elections of the county in which the District is located, and qualified. The Board shall exercise the powers granted to the District under Florida law.
 - (a) Supervisors shall hold office for the term specified by Section 190.006 of the Florida Statutes. If, during the term of office, any Board member(s) vacates their office, the remaining member(s) of the Board shall fill the vacancies by appointment for the remainder of the term(s). If three or more vacancies exist at the same time, a quorum, as defined herein, shall not be required to appoint replacement Board members.
 - (b) Three (3) members of the Board shall constitute a quorum for the purposes of conducting business, exercising powers and all other purposes. A Board member shall be counted toward the quorum if physically present at the meeting, regardless of whether such Board member is prohibited from, or abstains from, participating in discussion or voting on a particular item.
 - (c) Action taken by the Board shall be upon a majority vote of the members present, unless otherwise provided in the Rules or required by law. Subject to Rule 1.3(10), a Board member participating in the Board meeting by teleconference or videoconference shall be entitled to vote and take all other action as though physically present.
 - (d) Unless otherwise provided for by an act of the Board, any one Board member may attend a mediation session on behalf of the Board. Any agreement resulting from such mediation session must be approved pursuant to subsection (1)(c) of this Rule.
- (2) Officers. At the first Board meeting held after each election where the newly elected members take office, the Board shall select a Chairperson, Vice-Chairperson, Secretary, Assistant Secretary, and Treasurer.
 - (a) The Chairperson must be a member of the Board. If the Chairperson resigns from that office or ceases to be a member of the Board, the Board shall select a Chairperson. The Chairperson serves at the pleasure of the Board. The Chairperson shall be authorized to execute resolutions and contracts on the District’s behalf. The Chairperson shall convene and conduct all meetings of the Board. In the event the Chairperson is unable to attend a meeting, the Vice-Chairperson shall convene and conduct the meeting. The Chairperson or Vice-Chairperson may delegate the responsibility of conducting the meeting to the District’s manager (“District Manager”) or District Counsel, in whole or in part.

- (b) The Vice-Chairperson shall be a member of the Board and shall have such duties and responsibilities as specifically designated by the Board from time to time. The Vice-Chairperson has the authority to execute resolutions and contracts on the District's behalf in the absence of the Chairperson. If the Vice-Chairperson resigns from office or ceases to be a member of the Board, the Board shall select a Vice-Chairperson. The Vice-Chairperson serves at the pleasure of the Board.
 - (c) The Secretary of the Board serves at the pleasure of the Board and need not be a member of the Board. The Secretary shall be responsible for maintaining the minutes of Board meetings and may have other duties assigned by the Board from time to time. An employee of the District Manager may serve as Secretary. The Secretary shall be bonded by a reputable and qualified bonding company in at least the amount of one million dollars (\$1,000,000), or have in place a fidelity bond, employee theft insurance policy, or a comparable product in the amount of one million dollars (\$1,000,000) that names the District as an additional insured.
 - (d) The Treasurer need not be a member of the Board but must be a resident of the State of Florida. The Treasurer shall perform duties described in Section 190.007(2) and (3) of the Florida Statutes, as well as those assigned by the Board from time to time. The Treasurer shall serve at the pleasure of the Board. The Treasurer shall either be bonded by a reputable and qualified bonding company in at least the amount of one million dollars (\$1,000,000), or have in place a fidelity bond, employee theft insurance policy, or a comparable product in the amount of one million dollars (\$1,000,000) that names the District as an additional insured.
 - (e) In the event that both the Chairperson and Vice-Chairperson are absent from a Board meeting and a quorum is present, the Board may designate one of its members or a member of District staff to convene and conduct the meeting. In such circumstances, any of the Board members present are authorized to execute agreements, resolutions, and other documents approved by the Board at such meeting. In the event that the Chairperson and Vice-Chairperson are both unavailable to execute a document previously approved by the Board, the Secretary or any Assistant Secretary may execute such document.
 - (f) The Board may assign additional duties to District officers from time to time, which include, but are not limited to, executing documents on behalf of the District.
 - (g) The Chairperson, Vice-Chairperson, and any other person authorized by District Resolution may sign checks and warrants for the District, countersigned by the Treasurer or other persons authorized by the Board.
- (3) Committees. The Board may establish committees of the Board, either on a permanent or temporary basis, to perform specifically designated functions. Committees may include individuals who are not members of the Board. Such

functions may include, but are not limited to, review of bids, proposals, and qualifications, contract negotiations, personnel matters, and budget preparation.

- (4) Record Book. The Board shall keep a permanent record book entitled "Record of Proceedings," in which shall be recorded minutes of all meetings, resolutions, proceedings, certificates, and corporate acts. The Records of Proceedings shall be located at a District office and shall be available for inspection by the public.
- (5) Meetings. For each fiscal year, the Board shall establish a schedule of regular meetings, which shall be published in a newspaper of general circulation in the county in which the District is located and filed with the local general-purpose governments within whose boundaries the District is located. All meetings of the Board and Committees serving an advisory function shall be open to the public in accord with the provisions of Chapter 286 of the Florida Statutes.
- (6) Voting Conflict of Interest. The Board shall comply with Section 112.3143 of the Florida Statutes, so as to ensure the proper disclosure of conflicts of interest on matters coming before the Board for a vote. For the purposes of this section, "voting conflict of interest" shall be governed by Chapters 112 and 190 of the Florida Statutes, as amended from time to time. Generally, a voting conflict exists when a Board member is called upon to vote on an item which would inure to the Board member's special private gain or loss or the Board member knows would inure to the special private gain or loss of a principal by whom the Board member is retained, the parent organization or subsidiary of a corporate principal, a business associate, or a relative including only a father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law.
 - (a) When a Board member knows the member has a conflict of interest on a matter coming before the Board, the member should notify the Board's Secretary prior to participating in any discussion with the Board on the matter. The member shall publicly announce the conflict of interest at the meeting. This announcement shall appear in the minutes.

If the Board member was elected at a landowner's election or appointed to fill a vacancy of a seat last filled at a landowner's election, the Board member may vote or abstain from voting on the matter at issue. If the Board member was elected by electors residing within the District, the Board member is prohibited from voting on the matter at issue. In the event that the Board member intends to abstain or is prohibited from voting, such Board member shall not participate in the discussion on the item subject to the vote.

The Board's Secretary shall prepare a Memorandum of Voting Conflict (Form 8B) which shall then be signed by the Board member, filed with the Board's Secretary, and provided for attachment to the minutes of the meeting within fifteen (15) days of the meeting.

- (b) If a Board member inadvertently votes on a matter and later learns he or she has a conflict on the matter, the member shall immediately notify the Board's Secretary. Within fifteen (15) days of the notification, the

member shall file the appropriate Memorandum of Voting Conflict, which will be attached to the minutes of the Board meeting during which the vote on the matter occurred. The Memorandum of Voting Conflict shall immediately be provided to other Board members and shall be read publicly at the next meeting held subsequent to the filing of the Memorandum of Voting Conflict. The Board member's vote is unaffected by this filing.

- (c) It is not a conflict of interest for a Board member, the District Manager, or an employee of the District to be a stockholder, officer or employee of a landowner or of an entity affiliated with a landowner.
- (d) In the event that a Board member elected at a landowner's election or appointed to fill a vacancy of a seat last filled at a landowner's election, has a continuing conflict of interest, such Board member is permitted to file a Memorandum of Voting Conflict at any time in which it shall state the nature of the continuing conflict. Only one such continuing Memorandum of Voting Conflict shall be required to be filed for each term the Board member is in office.

Specific Authority: §§190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§112.3143, 190.006, 190.007, Fla. Stat.

Rule 1.2 District Offices; Public Information and Inspection of Records; Policies; Service Contract Requirements.

- (1) District Offices. Unless otherwise designated by the Board, the official District office shall be the District Manager's office identified by the District Manager. If the District Manager's office is not located within the county in which the District is located, the Board shall designate a local records office within such county which shall at a minimum contain, but not be limited to, the following documents:
- (a) Agenda packages for prior twenty four (24) months and next meeting;
 - (b) Official minutes of meetings, including adopted resolutions of the Board;
 - (c) Names and addresses of current Board members and District Manager, unless such addresses are protected from disclosure by law;
 - (d) Adopted engineer's reports;
 - (e) Adopted assessment methodologies/reports;
 - (f) Adopted disclosure of public financing;
 - (g) Limited Offering Memorandum for each financing undertaken by the District;
 - (h) Proceedings, certificates, bonds given by all employees, and any and all corporate acts;
 - (i) District policies and rules;
 - (j) Fiscal year end audits; and
 - (k) Adopted budget for the current fiscal year.

The District Manager shall ensure that each District records office contains the documents required by Florida law.

- (2) Public Records. District public records include all documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, data processing software, or other material, regardless of the physical form, characteristics, or means of transmission, made or received in connection with the transaction of official business of the District. All District public records not otherwise restricted by law may be copied or inspected at the District Manager's office during regular business hours. Certain District records can also be inspected and copied at the District's local records office during regular business hours. All written public records requests shall be directed to the Secretary who by these rules is appointed as the District's records custodian. Regardless of the form of the request, any Board member or staff member who receives a public records request shall immediately forward or communicate such request to the Secretary for coordination of a prompt response. The Secretary, after consulting with District Counsel as to the applicability of any exceptions under the public records

laws, shall be responsible for responding to the public records request. At no time can the District be required to create records or summaries of records, or prepare opinions regarding District policies, in response to a public records request.

- (3) Service Contracts. Any contract for services, regardless of cost, shall include provisions required by law that require the contractor to comply with public records laws. The District Manager shall be responsible for initially enforcing all contract provisions related to a contractor's duty to comply with public records laws.
- (4) Fees; Copies. Copies of public records shall be made available to the requesting person at a charge of \$0.15 per page for one-sided copies and \$0.20 per page for two-sided copies if not more than 8 ½ by 14 inches. For copies of public records in excess of the sizes listed in this section and for outside duplication services, the charge shall be equal to the actual cost of reproduction. Certified copies of public records shall be made available at a charge of one dollar (\$1.00) per page. If the nature or volume of records requested requires extensive use of information technology resources or extensive clerical or supervisory assistance, the District may charge, in addition to the duplication charge, a special service charge that is based on the cost the District incurs to produce the records requested. This charge may include, but is not limited to, the cost of information technology resource, employee labor, and fees charged to the District by consultants employed in fulfilling the request. In cases where the special service charge is based in whole or in part on the costs incurred by the District due to employee labor, consultant fees, or other forms of labor, those portions of the charge shall be calculated based on the lowest labor cost of an individual who is qualified to perform the labor. For purposes of this Rule, the word "extensive" shall mean that it will take more than fifteen (15) minutes to locate, review for confidential information, copy and re-file the requested material. In cases where extensive personnel time is determined by the District to be necessary to safeguard original records being inspected, the special service charge provided for in the section shall apply. If the total fees, including but not limited to special service charges, are anticipated to exceed twenty-five dollars (\$25.00), then, prior to commencing work on the request, the District will inform the person making the public records request of the estimated cost, with the understanding that the final cost may vary from that estimate. If the person making the public records request decides to proceed with the request, payment of the estimated cost is required in advance. After the request has been fulfilled, additional payments or credits may be due.
- (5) Records Retention. The Secretary of the District shall be responsible for retaining the District's records in accordance with applicable Florida law.
- (6) Policies. The Board may adopt policies related to the conduct of its business and the provision of services either by resolution or motion.

Specific Authority: §§190.011(5), 190.011(15), Fla. Stat.
Law Implemented: §§119.0701, 190.006, 119.07, Fla. Stat.

Rule 1.3 Public Meetings, Hearings, and Workshops.

- (1) Notice. Except in emergencies, or as otherwise required by statute or these Rules, at least seven (7) days, but no more than thirty (30) days public notice shall be given of any public meeting, hearing or workshop of the Board. Public notice shall be given by publication in a newspaper of general circulation in the District and in the county in which the District is located. "General circulation" means a publication that is printed and published at least once a week for the preceding year, offering at least twenty five percent (25%) of its words in the English language, qualifies as a periodicals material for postal purposes in the county in which the District is located, is for sale to the public generally, is available to the public generally for the publication of official or other notices, and is customarily containing information of a public character or of interest or of value to the residents or owners of property in the county where published, or of interest or of value to the general public. The annual meeting notice required to be published by Section 189.015 of the Florida Statutes, shall be published in a newspaper not of limited subject matter, which is published at least five days a week, unless the only newspaper in the county is published less than five days a week. Each Notice shall state, as applicable:
 - (a) The date, time and place of the meeting, hearing or workshop;
 - (b) A brief description of the nature, subjects, and purposes of the meeting, hearing, or workshop;
 - (c) The District office address for the submission of requests for copies of the agenda, as well as a contact name and telephone number for verbal requests for copies of the agenda; and
 - (d) The following language: "Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (407) 382-3256. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), who can aid you in contacting the District Office."
 - (e) The following language: "A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based."
 - (f) The following language: "The meeting [or hearing or workshop] may be continued in progress without additional notice to a time, date, and location stated on the record."
- (2) Mistake. In the event that a meeting is held under the incorrect assumption that notice required by law and these Rules has been given, the Board at its next

properly noticed meeting shall cure such defect by considering the agenda items from the prior meeting individually and anew.

- (3) Agenda. The District Manager, under the guidance of District Counsel and the Chairperson or Vice-Chairperson, shall prepare a notice and an agenda of the meeting/hearing/workshop. The notice and agenda shall be available to the public at least seventy-two (72) hours before the meeting/hearing/workshop except in an emergency. For good cause, the agenda may be changed after it is first made available for distribution. The requirement of good cause shall be liberally construed to allow the District to efficiently conduct business and to avoid the expenses associated with special meetings.

The District may, but is not required to, use the following format in preparing its agenda for its regular meetings:

- Call to order
- Roll call
- Public comment
- Organizational matters
- Review of minutes
- Specific items of old business
- Specific items of new business
- Staff reports
 - (a) District Counsel
 - (b) District Engineer
 - (c) District Manager
 - 1. Financial Report
 - 2. Approval of Expenditures
- Supervisor's requests and comments
- Public comment
- Adjournment

- (4) Minutes. The Secretary shall be responsible for preparing and keeping the minutes of each meeting of the Board. Minutes shall be corrected and approved by the Board at a subsequent meeting. The Secretary may work with other staff members in preparing draft minutes for the Board's consideration.
- (5) Special Requests. Persons wishing to receive, by mail, notices or agendas of meetings, may so advise the District Manager or Secretary at the District Office. Such persons shall furnish a mailing address in writing and shall be required to pre-pay the cost of the copying and postage.
- (6) Emergency Meetings. The Chairperson, or Vice-Chairperson if the Chairperson is unavailable, may convene an emergency meeting of the Board without first having complied with sections (1) and (3) of this Rule, to act on emergency matters that may affect the public health, safety, or welfare. Whenever possible, the District Manager shall make reasonable efforts to provide public notice and notify all Board members of an emergency meeting twenty-four (24) hours in advance. Reasonable efforts may include telephone notification. Notice of the emergency meeting must be provided both before and after the meeting on the District's website, if it has one. Whenever an emergency meeting is called, the

District Manager shall be responsible for notifying at least one newspaper of general circulation in the District. After an emergency meeting, the Board shall publish in a newspaper of general circulation in the District, the time, date and place of the emergency meeting, the reasons why an emergency meeting was necessary and a description of the action taken. Actions taken at an emergency meeting may be ratified by the Board at a regularly noticed meeting subsequently held.

- (7) Public Comment. The Board shall set aside a reasonable amount of time at each meeting for public comment and members of the public shall be permitted to provide comment on any proposition before the Board. The portion of the meeting generally reserved for public comment shall be identified in the agenda. Policies governing public comment may be adopted by the Board in accordance with Florida law.
- (8) Budget Hearing. Notice of hearing on the annual budget(s) shall be in accord with Section 190.008 of the Florida Statutes. Once adopted in accord with Section 190.008 of the Florida Statutes, the annual budget(s) may be amended from time to time by action of the Board. Approval of invoices by the Board in excess of the funds allocated to a particular budgeted line item shall serve to amend the budgeted line item.
- (9) Public Hearings. Notice of required public hearings shall contain the information required by applicable Florida law and by these Rules applicable to meeting notices and shall be mailed and published as required by Florida law. The District Manager shall ensure that all such notices, whether mailed or published, contain the information required by Florida law and these Rules and are mailed and published as required by Florida law. Public hearings may be held during Board meetings when the agenda includes such public hearing.
- (10) Participation by Teleconference/Videoconference. District staff may participate in Board meetings by teleconference or videoconference. Board members may also participate in Board meetings by teleconference or videoconference if in the good judgment of the Board extraordinary circumstances exist; provided however, at least three Board members must be physically present at the meeting location to establish a quorum. Such extraordinary circumstances shall be presumed when a Board member participates by teleconference or videoconference, unless a majority of the Board members physically present determines that extraordinary circumstances do not exist.
- (11) Board Authorization. The District has not adopted Robert's Rules of Order. For each agenda item, there shall be discussion permitted among the Board members during the meeting. Approval or disapproval of resolutions and other proposed Board actions shall be in the form of a motion by one Board member, a second by another Board member, and an affirmative vote by the majority of the Board members present. Any Board member, including the Chairperson, can make or second a motion.
- (12) Continuances. Any meeting or public hearing of the Board may be continued without re-notice or re-advertising provided that:

- (a) The Board identifies on the record at the original meeting a reasonable need for a continuance;
 - (b) The continuance is to a specified date, time, and location publicly announced at the original meeting; and
 - (c) The public notice for the original meeting states that the meeting may be continued to a date and time and states that the date, time, and location of any continuance shall be publicly announced at the original meeting and posted at the District Office immediately following the original meeting.
- (13) Attorney-Client Sessions. An Attorney-Client Session is permitted when the District's attorneys deem it necessary to meet in private with the Board to discuss pending litigation to which the District is a party before a court or administrative agency or as may be authorized by law. The District's attorneys must request such session at a public meeting. Prior to holding the Attorney-Client Session, the District must give reasonable public notice of the time and date of the session and the names of the persons anticipated to attend the session. The session must commence at an open meeting in which the Chairperson or Vice-Chairperson announces the commencement of the session, the estimated length of the session, and the names of the persons who will be attending the session. The discussion during the session is confined to settlement negotiations or strategy related to litigation expenses or as may be authorized by law. Only the Board, the District's attorneys (including outside counsel), the District Manager, and the court reporter may attend an Attorney-Client Session. During the session, no votes may be taken and no final decisions concerning settlement can be made. Upon the conclusion of the session, the public meeting is reopened and the Chairperson or Vice-Chairperson must announce that the session has concluded. The session must be transcribed by a court-reporter and the transcript of the session filed with the District Secretary within a reasonable time after the session. The transcript shall not be available for public inspection until after the conclusion of the litigation.

Specific Authority: §§190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§190.006, 190.007, 190.008, 286.0105, 286.011, 286.0114, Fla. Stat.

Rule 2.0 Rulemaking Proceedings.

- (1) Commencement of Proceedings. Proceedings held for adoption, amendment, or repeal of a District rule shall be conducted according to these Rules. Rulemaking proceedings shall be deemed to have been initiated upon publication of notice by the District. A “rule” is a District statement of general applicability that implements, interprets, or prescribes law or policy, or describes the procedure or practice requirements of the District (“Rule”). Nothing herein shall be construed as requiring the District to consider or adopt rules unless required by Chapter 190 of the Florida Statutes. Policies adopted by the District which do not consist of rates, fees, rentals or other monetary charges may be, but are not required to be, implemented through rulemaking proceedings.
- (2) Notice of Rule Development.
 - (a) Except when the intended action is the repeal of a Rule, the District shall provide notice of the development of a proposed rule by publication of a Notice of Rule Development in a newspaper of general circulation in the District before providing notice of a proposed rule as required by section (3) of this Rule. Consequently, the Notice of Rule Development shall be published at least twenty-nine (29) days prior to the public hearing on the proposed Rule. The Notice of Rule Development shall indicate the subject area to be addressed by rule development, provide a short, plain explanation of the purpose and effect of the proposed rule, cite the specific legal authority for the proposed rule, and include a statement of how a person may promptly obtain, without cost, a copy of any preliminary draft, if available.
 - (b) All rules as drafted shall be consistent with Sections 120.54(1)(g) and 120.54(2)(b) of the Florida Statutes.
- (3) Notice of Proceedings and Proposed Rules.
 - (a) Prior to the adoption, amendment, or repeal of any rule other than an emergency rule, the District shall give notice of its intended action, setting forth a short, plain explanation of the purpose and effect of the proposed action, a reference to the specific rulemaking authority pursuant to which the rule is adopted, and a reference to the section or subsection of the Florida Statutes being implemented, interpreted, or made specific. The notice shall include a summary of the District’s statement of the estimated regulatory costs, if one has been prepared, based on the factors set forth in Section 120.541(2) of the Florida Statutes, and a statement that any person who wishes to provide the District with a lower cost regulatory alternative as provided by Section 120.541(1), must do so in writing within twenty-one (21) days after publication of the notice. The notice shall additionally include a statement that any affected person may request a public hearing by submitting a written request within twenty-one (21) days after the date of publication of the notice. Except when intended action is the repeal of a rule, the notice shall include a reference to both the date on which and the place where the Notice of Rule Development required by section (2) of this Rule appeared.

- (b) The notice shall be published in a newspaper of general circulation in the District and each county in which the District is located not less than twenty-eight (28) days prior to the intended action. The proposed rule shall be available for inspection and copying by the public at the time of the publication of notice.
 - (c) The notice shall be mailed to all persons named in the proposed rule and to all persons who, at least fourteen (14) days prior to such mailing, have made requests of the District for advance notice of its rulemaking proceedings. Any person may file a written request with the District Manager to receive notice by mail of District proceedings to adopt, amend, or repeal a rule. Such persons must furnish a mailing address and may be required to pay the cost of copying and mailing. Notice will then be mailed to all persons whom, at least fourteen (14) days prior to such mailing, have made requests of the District for advance notice of its proceedings.
- (4) Rule Development Workshops. Whenever requested in writing by any affected person, the District must either conduct a rule development workshop prior to proposing rules for adoption or the Chairperson must explain in writing why a workshop is unnecessary. The District may initiate a rule development workshop but is not required to do so.
- (5) Petitions to Initiate Rulemaking. All Petitions to Initiate Rulemaking proceedings must contain the name, address, and telephone number of the petitioner, the specific action requested, the specific reason for adoption, amendment, or repeal, the date submitted, the text of the proposed rule, and the facts showing that the petitioner is regulated by the District, or has substantial interest in the rulemaking. Not later than sixty (60) calendar days following the date of filing a petition, the Board shall initiate rulemaking proceedings or deny the petition with a written statement of its reasons for the denial. If the petition is directed to an existing policy that the District has not formally adopted as a rule, the District may, in its discretion, notice and hold a public hearing on the petition to consider the comments of the public directed to the policy, its scope and application, and to consider whether the public interest is served adequately by the application of the policy on a case-by-case basis, as contrasted with its formal adoption as a rule. However, this section shall not be construed as requiring the District to adopt a rule to replace a policy.
- (6) Rulemaking Materials. After the publication of the notice referenced in section (3) of this Rule, the Board shall make available for public inspection and shall provide, upon request and payment of the cost of copies, the following materials:
 - (a) The text of the proposed rule, or any amendment or repeal of any existing rules;
 - (b) A detailed written statement of the facts and circumstances justifying the proposed rule;

- (c) A copy of the statement of estimated regulatory costs if required by Section 120.541 of the Florida Statutes; and
 - (d) The published notice.
- (7) Hearing. The District may, or, upon the written request of any affected person received within twenty-one (21) days after the date of publication of the notice described in section (3) of this Rule, shall, provide a public hearing for the presentation of evidence, argument, and oral statements, within the reasonable conditions and limitations imposed by the District to avoid duplication, irrelevant comments, unnecessary delay, or disruption of the proceedings. The District shall publish notice of the public hearing in a newspaper of general circulation within the District either in the text of the notice described in section (3) of this Rule or in a separate publication at least seven (7) days before the scheduled public hearing. The notice shall specify the date, time, and location of the public hearing, and the name, address, and telephone number of the District contact person who can provide information about the public hearing. Written statements may be submitted by any person prior to or at the public hearing. All timely submitted written statements shall be considered by the District and made part of the rulemaking record.
- (8) Emergency Rule Adoption. The Board may adopt an emergency rule if it finds that immediate danger to the public health, safety, or welfare exists which requires immediate action. Prior to the adoption of an emergency rule, the District Manager shall make reasonable efforts to notify a newspaper of general circulation in the District. Notice of emergency rules shall be published as soon as possible in a newspaper of general circulation in the District. The District may use any procedure which is fair under the circumstances in the adoption of an emergency rule as long as it protects the public interest as determined by the District and otherwise complies with these provisions.
- (9) Negotiated Rulemaking. The District may use negotiated rulemaking in developing and adopting rules pursuant to Section 120.54(2)(d) of the Florida Statutes, except that any notices required under Section 120.54(2)(d) of the Florida Statutes, may be published in a newspaper of general circulation in the county in which the District is located.
- (10) Rulemaking Record. In all rulemaking proceedings, the District shall compile and maintain a rulemaking record. The record shall include, if applicable:
 - (a) The texts of the proposed rule and the adopted rule;
 - (b) All notices given for a proposed rule;
 - (c) Any statement of estimated regulatory costs for the rule;
 - (d) A written summary of hearings, if any, on the proposed rule;
 - (e) All written comments received by the District and responses to those written comments; and

- (f) All notices and findings pertaining to an emergency rule.

(11) Petitions to Challenge Existing Rules.

- (a) Any person substantially affected by a rule may seek an administrative determination of the invalidity of the rule on the ground that the rule is an invalid exercise of the District's authority.
- (b) The petition seeking an administrative determination must state with particularity the provisions alleged to be invalid with sufficient explanation of the facts or grounds for the alleged invalidity and facts sufficient to show that the person challenging a rule is substantially affected by it.
- (c) The petition shall be filed with the District. Within ten (10) days after receiving the petition, the Chairperson shall, if the petition complies with the requirements of subsection (b) of this section, designate any member of the Board (including the Chairperson), District Manager, District Counsel, or other person as a hearing officer who shall conduct a hearing within 30 days thereafter, unless the petition is withdrawn or a continuance is granted by agreement of the parties. The failure of the District to follow the applicable rulemaking procedures or requirements in this Rule shall be presumed to be material; however, the District may rebut this presumption by showing that the substantial interests of the petitioner and the fairness of the proceedings have not been impaired.
- (d) Within 30 days after the hearing, the hearing officer shall render a decision and state the reasons therefor in writing.
- (e) Hearings held under this section shall be de novo in nature. The petitioner has a burden of proving by a preponderance of the evidence that the existing rule is an invalid exercise of District authority as to the objections raised. The hearing officer may:
 - (i) Administer oaths and affirmations;
 - (ii) Rule upon offers of proof and receive relevant evidence;
 - (iii) Regulate the course of the hearing, including any pre-hearing matters;
 - (iv) Enter orders; and
 - (v) Make or receive offers of settlement, stipulation, and adjustment.
- (f) The petitioner and the District shall be adverse parties. Other substantially affected persons may join the proceedings as intervenors on appropriate terms which shall not unduly delay the proceedings.

(12) Variances and Waivers. A "variance" means a decision by the District to grant a modification to all or part of the literal requirements of a rule to a person who is

subject to the rule. A “waiver” means a decision by the District not to apply all or part of a rule to a person who is subject to the rule. Variances and waivers from District rules may be granted subject to the following:

- (a) Variances and waivers shall be granted when the person subject to the rule demonstrates that the purpose of the underlying statute will be or has been achieved by other means by the person, and when application of the rule would create a substantial hardship or would violate principles of fairness. For purposes of this section, "substantial hardship" means a demonstrated economic, technological, legal, or other type of hardship to the person requesting the variance or waiver. For purposes of this section, "principles of fairness" are violated when the literal application of a rule affects a particular person in a manner significantly different from the way it affects other similarly situated persons who are subject to the rule.
 - (b) A person who is subject to regulation by a District Rule may file a petition with the District, requesting a variance or waiver from the District's Rule. Each petition shall specify:
 - (i) The rule from which a variance or waiver is requested;
 - (ii) The type of action requested;
 - (iii) The specific facts that would justify a waiver or variance for the petitioner; and
 - (iv) The reason why the variance or the waiver requested would serve the purposes of the underlying statute.
 - (c) The District shall review the petition and may request only that information needed to clarify the petition or to answer new questions raised by or directly related to the petition. If the petitioner asserts that any request for additional information is not authorized by law or by Rule of the District, the District shall proceed, at the petitioner's written request, to process the petition.
 - (d) The Board shall grant or deny a petition for variance or waiver, and shall announce such disposition at a publicly held meeting of the Board, within sixty (60) days after receipt of the original petition, the last item of timely requested additional material, or the petitioner's written request to finish processing the petition. The District's statement granting or denying the petition shall contain a statement of the relevant facts and reasons supporting the District's action.
- (13) Rates, Fees, Rentals and Other Charges. All rates, fees, rentals, or other charges shall be subject to rulemaking proceedings. Policies adopted by the District which do not consist of rates, fees, rentals or other charges may be, but are not required to be, implemented through rulemaking proceedings.

Rule 3.0 Competitive Purchase.

- (1) Purpose and Scope. In order to comply with Sections 190.033(1) through (3), 287.055 and 287.017 of the Florida Statutes, the following provisions shall apply to the purchase of Professional Services, insurance, construction contracts, design-build services, goods, supplies, and materials, Contractual Services, and maintenance services.
- (2) Board Authorization. Except in cases of an Emergency Purchase, a competitive purchase governed by these Rules shall only be undertaken after authorization by the Board.
- (3) Definitions.
 - (a) “Competitive Solicitation” means a formal, advertised procurement process, other than an Invitation to Bid, Request for Proposals, or Invitation to Negotiate, approved by the Board to purchase commodities and/or services which affords vendors fair treatment in the competition for award of a District purchase contract.
 - (b) “Continuing Contract” means a contract for Professional Services entered into in accordance with Section 287.055 of the Florida Statutes, between the District and a firm, whereby the firm provides Professional Services to the District for projects in which the costs do not exceed one million dollars (\$1,000,000), for a study activity when the fee for such Professional Services to the District does not exceed fifty thousand dollars (\$50,000), or for work of a specified nature as outlined in the contract with the District, with no time limitation except that the contract must provide a termination clause (for example, a contract for general District engineering services). Firms providing Professional Services under Continuing Contracts shall not be required to bid against one another.
 - (c) “Contractual Service” means the rendering by a contractor of its time and effort rather than the furnishing of specific commodities. The term applies only to those services rendered by individuals and firms who are independent contractors. Contractual Services do not include auditing services, Maintenance Services, or Professional Services as defined in Section 287.055(2)(a) of the Florida Statutes, and these Rules. Contractual Services also do not include any contract for the furnishing of labor or materials for the construction, renovation, repair, modification, or demolition of any facility, building, portion of building, utility, park, parking lot, or structure or other improvement to real property entered into pursuant to Chapter 255 of the Florida Statutes, and Rules 3.5 or 3.6.
 - (d) “Design-Build Contract” means a single contract with a Design-Build Firm for the design and construction of a public construction project.
 - (e) “Design-Build Firm” means a partnership, corporation or other legal entity that:

- (i) Is certified under Section 489.119 of the Florida Statutes, to engage in contracting through a certified or registered general contractor or a certified or registered building contractor as the qualifying agent; or
 - (ii) Is certified under Section 471.023 of the Florida Statutes, to practice or to offer to practice engineering; certified under Section 481.219 of the Florida Statutes, to practice or to offer to practice architecture; or certified under Section 481.319 of the Florida Statutes, to practice or to offer to practice landscape architecture.
- (f) “Design Criteria Package” means concise, performance-oriented drawings or specifications for a public construction project. The purpose of the Design Criteria Package is to furnish sufficient information to permit Design-Build Firms to prepare a bid or a response to the District’s Request for Proposals, or to permit the District to enter into a negotiated Design-Build Contract. The Design Criteria Package must specify performance-based criteria for the public construction project, including the legal description of the site, survey information concerning the site, interior space requirements, material quality standards, schematic layouts and conceptual design criteria of the project, cost or budget estimates, design and construction schedules, site development requirements, provisions for utilities, stormwater retention and disposal, and parking requirements applicable to the project. Design Criteria Packages shall require firms to submit information regarding the qualifications, availability, and past work of the firms, including the partners and members thereof.
- (g) “Design Criteria Professional” means a firm who holds a current certificate of registration under Chapter 481 of the Florida Statutes, to practice architecture or landscape architecture, or a firm who holds a current certificate as a registered engineer under Chapter 471 of the Florida Statutes, to practice engineering, and who is employed by or under contract to the District to provide professional architect services, landscape architect services, or engineering services in connection with the preparation of the Design Criteria Package.
- (h) “Emergency Purchase” means a purchase necessitated by a sudden unexpected turn of events (for example, acts of God, riot, fires, floods, hurricanes, accidents, or any circumstances or cause beyond the control of the Board in the normal conduct of its business), where the Board finds that the delay incident to competitive purchase would be detrimental to the interests of the District. This includes, but is not limited to, instances where the time to competitively award the project will jeopardize the funding for the project, will materially increase the cost of the project, or will create an undue hardship on the public health, safety, or welfare.
- (i) “Invitation to Bid” is a written solicitation for sealed bids with the title, date, and hour of the public bid opening designated specifically and defining the commodity or service involved. It includes printed instructions prescribing conditions for bidding, qualification, evaluation criteria, and provides for a manual signature of an authorized

representative. It may include one or more bid alternates.

- (j) “Invitation to Negotiate” means a written solicitation for competitive sealed replies to select one or more vendors with which to commence negotiations for the procurement of commodities or services.
- (k) “Negotiate” means to conduct legitimate, arm’s length discussions and conferences to reach an agreement on a term or price.
- (l) “Professional Services” means those services within the scope of the practice of architecture, professional engineering, landscape architecture, or registered surveying and mapping, as defined by the laws of Florida, or those services performed by any architect, professional engineer, landscape architect, or registered surveyor and mapper, in connection with the firm's or individual's professional employment or practice.
- (m) “Proposal (or Reply or Response) Most Advantageous to the District” means, as determined in the sole discretion of the Board, the proposal, reply, or response that is:
 - (i) Submitted by a person or firm capable and qualified in all respects to perform fully the contract requirements, who has the integrity and reliability to assure good faith performance;
 - (ii) The most responsive to the Request for Proposals, Invitation to Negotiate, or Competitive Solicitation as determined by the Board; and
 - (iii) For a cost to the District deemed by the Board to be reasonable.
- (n) “Purchase” means acquisition by sale, rent, lease, lease/purchase, or installment sale. It does not include transfer, sale, or exchange of goods, supplies, or materials between the District and any federal, state, regional or local governmental entity or political subdivision of the State of Florida.
- (o) “Request for Proposals” or “RFP” is a written solicitation for sealed proposals with the title, date, and hour of the public opening designated and requiring the manual signature of an authorized representative. It may provide general information, applicable laws and rules, statement of work, functional or general specifications, qualifications, proposal instructions, work detail analysis, and evaluation criteria as necessary.
- (p) “Responsive and Responsible Bidder” means an entity or individual that has submitted a bid that conforms in all material respects to the Invitation to Bid and has the capability in all respects to fully perform the contract requirements and the integrity and reliability that will assure good faith performance. “Responsive and Responsible Vendor” means an entity or individual that has submitted a proposal, reply, or response that conforms in all material respects to the Request for Proposals, Invitation to Negotiate, or Competitive Solicitation and has the capability in all respects

to fully perform the contract requirements and the integrity and reliability that will assure good faith performance. In determining whether an entity or individual is a Responsive and Responsible Bidder (or Vendor), the District may consider, in addition to factors described in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, the following:

- (i) The ability and adequacy of the professional personnel employed by the entity/individual;
 - (ii) The past performance of the entity/individual for the District and in other professional employment;
 - (iii) The willingness of the entity/individual to meet time and budget requirements;
 - (iv) The geographic location of the entity's/individual's headquarters or office in relation to the project;
 - (v) The recent, current, and projected workloads of the entity/individual;
 - (vi) The volume of work previously awarded to the entity/individual;
 - (vii) Whether the cost components of the bid or proposal are appropriately balanced; and
 - (viii) Whether the entity/individual is a certified minority business enterprise.
- (q) "Responsive Bid," "Responsive Proposal," "Responsive Reply," and "Responsive Response" all mean a bid, proposal, reply, or response which conforms in all material respects to the specifications and conditions in the Invitation to Bid, Request for Proposals, Invitations to Negotiate, or Competitive Solicitation document and these Rules, and the cost components of which, if any, are appropriately balanced. A bid, proposal, reply or response is not responsive if the person or firm submitting it fails to meet any material requirement relating to the qualifications, financial stability, or licensing of the bidder.

Specific Authority: §§190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§190.033, 255.20, 287.055, Fla. Stat.

Rule 3.1 Procedure Under The Consultants' Competitive Negotiations Act.

- (1) Scope. The following procedures are adopted for the selection of firms or individuals to provide Professional Services exceeding the thresholds herein described, for the negotiation of such contracts, and to provide for protest of actions of the Board under this Rule. As used in this Rule, "Project" means that fixed capital outlay study or planning activity when basic construction cost is estimated by the District to exceed the threshold amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FIVE, or for a planning study activity when the fee for Professional Services is estimated by the District to exceed the threshold amount provided in Section 287.017 for CATEGORY TWO, as such categories may be amended or adjusted from time to time.
- (2) Qualifying Procedures. In order to be eligible to provide Professional Services to the District, a consultant must, at the time of receipt of the firm's qualification submittal:
 - (a) Hold all required applicable federal licenses in good standing, if any;
 - (b) Hold all required applicable state professional licenses in good standing;
 - (c) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the consultant is a corporation; and
 - (d) Meet any qualification requirements set forth in the District's Request for Qualifications.

Evidence of compliance with this Rule may be submitted with the qualifications, if requested by the District. In addition, evidence of compliance must be submitted any time requested by the District.

- (3) Public Announcement. Except in cases of valid public emergencies as certified by the Board, the District shall announce each occasion when Professional Services are required for a Project or a Continuing Contract by publishing a notice providing a general description of the Project, or the nature of the Continuing Contract, and the method for interested consultants to apply for consideration. The notice shall appear in at least one (1) newspaper of general circulation in the District and in such other places as the District deems appropriate. The notice must allow at least fourteen (14) days for submittal of qualifications from the date of publication. The District may maintain lists of consultants interested in receiving such notices. These consultants are encouraged to submit annually statements of qualifications and performance data. Consultants who provide their name and address to the District Manager for inclusion on the list shall receive notices by mail. The Board has the right to reject any and all qualifications, and such reservation shall be included in the published notice. Consultants not receiving a contract award shall not be entitled to recover from the District any costs of qualification package preparation or submittal.
- (4) Competitive Selection.

- (a) The Board shall review and evaluate the data submitted in response to the notice described in section (3) of this Rule regarding qualifications and performance ability, as well as any statements of qualifications on file. The Board shall conduct discussions with, and may require public presentation by consultants regarding their qualifications, approach to the Project, and ability to furnish the required services. The Board shall then select and list the consultants, in order of preference, deemed to be the most highly capable and qualified to perform the required Professional Services, after considering these and other appropriate criteria:
 - (i) The ability and adequacy of the professional personnel employed by each consultant;
 - (ii) Whether a consultant is a certified minority business enterprise;
 - (iii) Each consultant's past performance;
 - (iv) The willingness of each consultant to meet time and budget requirements;
 - (v) The geographic location of each consultant's headquarters, office and personnel in relation to the project;
 - (vi) The recent, current, and projected workloads of each consultant; and
 - (vii) The volume of work previously awarded to each consultant by the District.
- (b) Nothing in these Rules shall prevent the District from evaluating and eventually selecting a consultant if less than three (3) qualification packages, including packages indicating a desire not to provide Professional Services on a given Project, are received.
- (c) If the selection process is administered by any person or committee other than the full Board, the selection made will be presented to the full Board with a recommendation that competitive negotiations be instituted with the selected firms in order of preference listed.
- (d) Notice of the rankings adopted by the Board, including the rejection of some or all qualification packages, shall be provided in writing to all consultants by United States Mail, hand delivery, facsimile, or overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's ranking decisions under this Rule shall be in accordance with the procedures set forth in Rule 3.11.

(5) Competitive Negotiation.

- (a) After the Board has authorized the beginning of competitive negotiations, the District may begin such negotiations with the firm listed as most qualified to perform the required Professional Services at a rate or amount of compensation which the Board determines is fair, competitive, and reasonable.
- (b) In negotiating a lump-sum or cost-plus-a-fixed-fee professional contract for more than the threshold amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FOUR, the firm receiving the award shall be required to execute a truth-in-negotiation certificate stating that "wage rates and other factual unit costs supporting the compensation are accurate, complete and current at the time of contracting." In addition, any professional service contract under which such a certificate is required, shall contain a provision that "the original contract price and any additions thereto, shall be adjusted to exclude any significant sums by which the Board determines the contract price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs."
- (c) Should the District be unable to negotiate a satisfactory agreement with the firm determined to be the most qualified at a price deemed by the District to be fair, competitive, and reasonable, then negotiations with that firm shall be terminated and the District shall immediately begin negotiations with the second most qualified firm. If a satisfactory agreement with the second firm cannot be reached, those negotiations shall be terminated and negotiations with the third most qualified firm shall be undertaken.
- (d) Should the District be unable to negotiate a satisfactory agreement with one of the top three (3) ranked consultants, additional firms shall be selected by the District, in order of their competence and qualifications. Negotiations shall continue, beginning with the first-named firm on the list, until an agreement is reached or the list of firms is exhausted.
- (6) Contracts: Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.
- (7) Continuing Contract. Nothing in this Rule shall prohibit a Continuing Contract between a consultant and the District.
- (8) Emergency Purchase. The District may make an Emergency Purchase without complying with these Rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board meeting.

Specific Authority: §§190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§119.0701, 190.011(3), 190.033, 287.055, Fla. Stat.

Rule 3.2 Procedure Regarding Auditor Selection.

In order to comply with the requirements of Section 218.391 of the Florida Statutes, the following procedures are outlined for selection of firms or individuals to provide Auditing Services and for the negotiation of such contracts.

(1) Definitions.

- (a) "Auditing Services" means those services within the scope of the practice of a certified public accounting firm licensed under Chapter 473 of the Florida Statutes, and qualified to conduct audits in accordance with government auditing standards as adopted by the Florida Board of Accountancy.
- (b) "Committee" means the audit selection committee appointed by the Board as described in section (2) of this Rule.

(2) Establishment of Audit Committee. Prior to a public announcement under section (4) of this Rule that Auditing Services are required, the Board shall establish an audit selection committee ("Committee"), the primary purpose of which is to assist the Board in selecting an auditor to conduct the annual financial audit required by Section 218.39 of the Florida Statutes. The Committee should include at least three individuals, some or all of whom may also serve as members of the Board. The establishment and selection of the Committee must be conducted at a publicly noticed and held meeting of the Board.

(3) Establishment of Minimum Qualifications and Evaluation Criteria. Prior to a public announcement under section (4) of this Rule that Auditing Services are required, the Committee shall meet at a publicly noticed meeting to establish minimum qualifications and factors to use for the evaluation of Auditing Services to be provided by a certified public accounting firm licensed under Chapter 473 of the Florida Statutes, and qualified to conduct audits in accordance with government auditing standards as adopted by the Florida Board of Accountancy.

- (a) Minimum Qualifications. In order to be eligible to submit a proposal, a firm must, at all relevant times including the time of receipt of the proposal by the District:
 - (i) Hold all required applicable federal licenses in good standing, if any;
 - (ii) Hold all required applicable state professional licenses in good standing;
 - (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the proposer is a corporation; and
 - (iv) Meet any pre-qualification requirements established by the Committee and set forth in the RFP or other specifications.

If requested in the RFP or other specifications, evidence of compliance with the minimum qualifications as established by the Committee must be submitted with the proposal.

- (b) **Evaluation Criteria.** The factors established for the evaluation of Auditing Services by the Committee shall include, but are not limited to:
 - (i) Ability of personnel;
 - (ii) Experience;
 - (iii) Understanding of scope of work;
 - (iv) Ability to furnish the required services; and
 - (v) Such other factors as may be determined by the Committee to be applicable to its particular requirements.

The Committee may also choose to consider compensation as a factor. If the Committee establishes compensation as one of the factors, compensation shall not be the sole or predominant factor used to evaluate proposals.

- (4) **Public Announcement.** After identifying the factors to be used in evaluating the proposals for Auditing Services as set forth in section (3) of this Rule, the Committee shall publicly announce the opportunity to provide Auditing Services. Such public announcement shall include a brief description of the audit and how interested firms can apply for consideration and obtain the RFP. The notice shall appear in at least one (1) newspaper of general circulation in the District and the county in which the District is located. The public announcement shall allow for at least seven (7) days for the submission of proposals.
- (5) **Request for Proposals.** The Committee shall provide interested firms with a Request for Proposals ("RFP"). The RFP shall provide information on how proposals are to be evaluated and such other information the Committee determines is necessary for the firm to prepare a proposal. The RFP shall state the time and place for submitting proposals.
- (6) **Committee's Evaluation of Proposals and Recommendation.** The Committee shall meet at a publicly held meeting that is publicly noticed for a reasonable time in advance of the meeting to evaluate all qualified proposals and may, as part of the evaluation, require that each interested firm provide a public presentation where the Committee may conduct discussions with the firm, and where the firm may present information, regarding the firm's qualifications. At the public meeting, the Committee shall rank and recommend in order of preference no fewer than three firms deemed to be the most highly qualified to perform the required services after considering the factors established pursuant to subsection (3)(b) of this Rule. If fewer than three firms respond to the RFP or if no firms respond to the RFP, the Committee shall recommend such firm as it deems to be the most highly qualified. Notwithstanding the foregoing, the Committee may recommend that any and all proposals be rejected.

(7) Board Selection of Auditor.

- (a) Where compensation was not selected as a factor used in evaluating the proposals, the Board shall negotiate with the firm ranked first and inquire of that firm as to the basis of compensation. If the Board is unable to negotiate a satisfactory agreement with the first ranked firm at a price deemed by the Board to be fair, competitive, and reasonable, then negotiations with that firm shall be terminated and the Board shall immediately begin negotiations with the second ranked firm. If a satisfactory agreement with the second ranked firm cannot be reached, those negotiations shall be terminated and negotiations with the third ranked firm shall be undertaken. The Board may reopen formal negotiations with any one of the three top-ranked firms, but it may not negotiate with more than one firm at a time. If the Board is unable to negotiate a satisfactory agreement with any of the selected firms, the Committee shall recommend additional firms in order of the firms' respective competence and qualifications. Negotiations shall continue, beginning with the first-named firm on the list, until an agreement is reached or the list of firms is exhausted.
- (b) Where compensation was selected as a factor used in evaluating the proposals, the Board shall select the highest-ranked qualified firm.
- (c) In negotiations with firms under this Rule, the Board may allow the District Manager, District Counsel, or other designee to conduct negotiations on its behalf.
- (d) Notwithstanding the foregoing, the Board may reject any or all proposals. The Board shall not consider any proposal, or enter into any contract for Auditing Services, unless the proposed agreed-upon compensation is reasonable to satisfy the requirements of Section 218.39 of the Florida Statutes, and the needs of the District.

(8) Contract. Any agreement reached under this Rule shall be evidenced by a written contract, which may take the form of an engagement letter signed and executed by both parties. The written contract shall include all provisions and conditions of the procurement of such services and shall include, at a minimum, the following:

- (a) A provision specifying the services to be provided and fees or other compensation for such services;
- (b) A provision requiring that invoices for fees or other compensation be submitted in sufficient detail to demonstrate compliance with the terms of the contract;
- (c) A provision setting forth deadlines for the auditor to submit a preliminary draft audit report to the District for review and to submit a final audit report no later than July 1 of the fiscal year that follows the fiscal year for which the audit is being conducted;

- (d) A provision specifying the contract period, including renewals and conditions under which the contract may be terminated or renewed. No contract shall continue, or allow the contract to be renewed, for a period of more than three years from the date of its execution. A renewal may be done without the use of the auditor selection procedures provided in this Rule, but must be in writing.
 - (e) Provisions required by law that require the auditor to comply with public records laws.
- (9) Notice of Award. Once a negotiated agreement with a firm or individual is reached, or the Board authorizes the execution of an agreement with a firm where compensation was a factor in the evaluation of proposals, notice of the intent to award, including the rejection of some or all proposals, shall be provided in writing to all proposers by United States Mail, hand delivery, facsimile, or overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests regarding the award of contracts under this Rule shall be as provided for in Rule 3.11. No proposer shall be entitled to recover any costs of proposal preparation or submittal from the District.

Specific Authority: §§190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§119.0701, 218.391, Fla. Stat.

Rule 3.3 Purchase of Insurance.

- (1) Scope. The purchases of life, health, accident, hospitalization, legal expense, or annuity insurance, or all of any kinds of such insurance for the officers and employees of the District, and for health, accident, hospitalization, and legal expenses upon a group insurance plan by the District, shall be governed by this Rule. This Rule does not apply to the purchase of any other type of insurance by the District, including but not limited to liability insurance, property insurance, and directors and officers insurance. Nothing in this Rule shall require the District to purchase insurance.
- (2) Procedure. For a purchase of insurance within the scope of these Rules, the following procedure shall be followed:
 - (a) The Board shall cause to be prepared a Notice of Invitation to Bid.
 - (b) Notice of the Invitation to Bid shall be advertised at least once in a newspaper of general circulation within the District. The notice shall allow at least fourteen (14) days for submittal of bids.
 - (c) The District may maintain a list of persons interested in receiving notices of Invitations to Bid. Persons who provide their name and address to the District Manager for inclusion on the list shall receive notices by mail.
 - (d) Bids shall be opened at the time and place noted in the Invitation to Bid.
 - (e) If only one (1) response to an Invitation is received, the District may proceed with the purchase. If no response to an Invitation to Bid is received, the District may take whatever steps are reasonably necessary in order to proceed with the purchase.
 - (f) The Board has the right to reject any and all bids and such reservations shall be included in all solicitations and advertisements.
 - (g) Simultaneously with the review of the submitted bids, the District may undertake negotiations with those companies that have submitted reasonable and timely bids and, in the opinion of the District, are fully qualified and capable of meeting all services and requirements. Bid responses shall be evaluated in accordance with the specifications and criteria contained in the Invitation to Bid; in addition, the total cost to the District, the cost, if any, to the District officers, employees, or their dependents, the geographic location of the company's headquarters and offices in relation to the District, and the ability of the company to guarantee premium stability may be considered. A contract to purchase insurance shall be awarded to that company whose response to the Invitation to Bid best meets the overall needs of the District, its officers, employees, and/or dependents.
 - (h) Notice of the intent to award, including rejection of some or all bids, shall be provided in writing to all bidders by United States Mail, by hand delivery, or by overnight delivery service. The notice shall include the

following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's procurement of insurance under this Rule shall be in accordance with the procedures set forth in Rule 3.11.

Specific Authority: §§190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §112.08, Fla. Stat.

Rule 3.4 Pre-qualification

- (1) Scope. In its discretion, the District may undertake a pre-qualification process in accordance with this Rule for vendors to provide construction services, goods, supplies, and materials, Contractual Services, and maintenance services.
- (2) Procedure. When the District seeks to pre-qualify vendors, the following procedures shall apply:
 - (a) The Board shall cause to be prepared a Request for Qualifications.
 - (b) For construction services exceeding the thresholds described in Section 255.20 of the Florida Statutes, the Board must advertise the proposed pre-qualification criteria and procedures and allow at least seven (7) days notice of the public hearing for comments on such pre-qualification criteria and procedures. At such public hearing, potential vendors may object to such pre-qualification criteria and procedures. Following such public hearing, the Board shall formally adopt pre-qualification criteria and procedures prior to the advertisement of the Request for Qualifications for construction services.
 - (c) The Request for Qualifications shall be advertised at least once in a newspaper of general circulation within the District and within the county in which the District is located. The notice shall allow at least seven (7) days for submittal of qualifications for goods, supplies and materials, Contractual Services, maintenance services, and construction services under two hundred fifty thousand dollars (\$250,000). The notice shall allow at least twenty-one (21) days for submittal of qualifications for construction services estimated to cost over two hundred fifty thousand dollars (\$250,000) and thirty (30) days for construction services estimated to cost over five hundred thousand dollars (\$500,000).
 - (d) The District may maintain lists of persons interested in receiving notices of Requests for Qualifications. The District shall make a good faith effort to provide written notice, by electronic mail, United States Mail, hand delivery, or facsimile, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any pre-qualification determination or contract awarded in accordance with these Rules and shall not be a basis for a protest of any pre-qualification determination or contract award.
 - (e) If the District has pre-qualified vendors for a particular category of purchase, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies or responses in response to the applicable Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.
 - (f) In order to be eligible to submit qualifications, a firm or individual must, at the time of receipt of the qualifications:

- (i) Hold the required applicable state professional licenses in good standing;
- (ii) Hold all required applicable federal licenses in good standing, if any;
- (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the vendor is a corporation; and
- (iv) Meet any special pre-qualification requirements set forth in the Request for Qualifications.

Evidence of compliance with these Rules must be submitted with the qualifications if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the qualifications.

- (g) Qualifications shall be presented to the Board, or a committee appointed by the Board, for evaluation in accordance with the Request for Qualifications and this Rule. Minor variations in the qualifications may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature.
- (h) All vendors determined by the District to meet the pre-qualification requirements shall be pre-qualified. To assure full understanding of the responsiveness to the requirements contained in a Request for Qualifications, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion and revision of qualifications. For construction services, any contractor pre-qualified and considered eligible by the Department of Transportation to bid to perform the type of work the project entails shall be presumed to be qualified to perform the project.
- (i) The Board shall have the right to reject all qualifications if there are not enough to be competitive or if rejection is determined to be in the best interest of the District. No vendor shall be entitled to recover any costs of qualification preparation or submittal from the District.
- (j) Notice of intent to pre-qualify, including rejection of some or all qualifications, shall be provided in writing to all vendors by United States Mail, hand delivery, facsimile, or overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's pre-qualification decisions under this Rule shall be in accordance with the procedures set forth in Rule 3.11; provided however, protests related to the pre-qualification criteria and procedures

for construction services shall be resolved in accordance with section (2)(b) of this Rule and Section 255.20(1)(b) of the Florida Statutes.

Specific Authority: §§190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§190.033, 255.0525, 255.20, Fla. Stat.

Rule 3.5 Construction Contracts, Not Design-Build.

- (1) Scope. All contracts for the construction or improvement of any building, structure, or other public construction works authorized by Chapter 190 of the Florida Statutes, the costs of which are estimated by the District in accordance with generally accepted cost accounting principles to be in excess of the threshold amount for applicability of Section 255.20 of the Florida Statutes, as that amount may be indexed or amended from time to time, shall be let under the terms of these Rules and the procedures of Section 255.20 of the Florida Statutes, as the same may be amended from time to time. A project shall not be divided solely to avoid the threshold bidding requirements.
- (2) Procedure. When a purchase of construction services is within the scope of this Rule, the following procedures shall apply:
 - (a) The Board shall cause to be prepared an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.
 - (b) Notice of the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be advertised at least once in a newspaper of general circulation in the District and in the county in which the District is located. The notice shall also include the amount of the bid bond, if one is required. The notice shall allow at least twenty-one (21) days for submittal of sealed bids, proposals, replies, or responses, unless the Board, for good cause, determines a shorter period of time is appropriate. Any project projected to cost more than five hundred thousand dollars (\$500,000) must be noticed at least thirty (30) days prior to the date for submittal of bids, proposals, replies, or responses. If the Board has previously pre-qualified contractors pursuant to Rule 3.4 and determined that only the contractors that have been pre-qualified will be permitted to submit bids, proposals, replies, and responses, the Notice of Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation need not be published. Instead, the Notice of Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be sent to the pre-qualified contractors by United States Mail, hand delivery, facsimile, or overnight delivery service.
 - (c) The District may maintain lists of persons interested in receiving notices of Invitations to Bid, Requests for Proposals, Invitations to Negotiate, and Competitive Solicitations. The District shall make a good faith effort to provide written notice, by electronic mail, United States Mail, hand delivery, or facsimile, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.
 - (d) If the District has pre-qualified providers of construction services, then, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies, or responses to

Invitations to Bid, Requests for Proposals, Invitations to Negotiate, and Competitive Solicitations.

- (e) In order to be eligible to submit a bid, proposal, reply, or response, a firm or individual must, at the time of receipt of the bids, proposals, replies, or responses:
 - (i) Hold the required applicable state professional licenses in good standing;
 - (ii) Hold all required applicable federal licenses in good standing, if any;
 - (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the bidder is a corporation; and
 - (iv) Meet any special pre-qualification requirements set forth in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

Any contractor that has been found guilty by a court of any violation of federal labor or employment tax laws regarding subjects such as safety, tax withholding, worker's compensation, unemployment tax, social security and Medicare tax, wage or hour, or prevailing rate laws within the past 5 years may be considered ineligible by the District to submit a bid, response, or proposal for a District project.

Evidence of compliance with these Rules must be submitted with the bid, proposal, reply, or response, if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the bid, proposal, reply, or response.

- (f) Bids, proposals, replies, and responses, or the portions of which that include the price, shall be publicly opened at a meeting noticed in accordance with Rule 1.3, and at which at least one district representative is present. The name of each bidder and the price submitted in the bid shall be announced at such meeting, and shall be made available upon request. Minutes should be taken at the meeting and maintained by the District. Bids, proposals, replies, and responses shall be evaluated in accordance with the respective Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation and these Rules. Minor variations in the bids, proposals, replies, or responses may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature. Mistakes in arithmetic extension of pricing may be corrected by the Board. Bids and proposals may not be modified or supplemented after opening; provided however, additional information may be requested and/or provided to evidence compliance, make non-material modifications,

clarifications, or supplementations, and as otherwise permitted by Florida law.

- (g) The lowest Responsive Bid submitted by a Responsive and Responsible Bidder in response to an Invitation to Bid shall be accepted. In relation to a Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, the Board shall select the Responsive Proposal, Reply, or Response submitted by a Responsive and Responsible Vendor which is most advantageous to the District. To assure full understanding of the responsiveness to the solicitation requirements contained in a Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion, preparation, and revision of bids, proposals, replies, and responses.
 - (h) The Board shall have the right to reject all bids, proposals, replies, or responses because they exceed the amount of funds budgeted for the purchase, if there are not enough to be competitive, or if rejection is determined to be in the best interest of the District. No contractor shall be entitled to recover any costs of bid, proposal, response, or reply preparation or submittal from the District.
 - (i) The Board may require potential contractors to furnish bid bonds, performance bonds, and/or other bonds with a responsible surety to be approved by the Board.
 - (j) Notice of intent to award, including rejection of some or all bids, proposals, replies, or responses, shall be provided in writing to all contractors by United States Mail, hand delivery, facsimile, or overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's purchase of construction services under this Rule shall be in accordance with the procedures set forth in Rule 3.11.
 - (k) If less than three (3) Responsive Bids, Proposals, Replies, or Responses are received, the District may purchase construction services or may reject the bids, proposals, replies, or responses for a lack of competitiveness. If no Responsive Bid, Proposal, Reply, or Response is received, the District may take whatever steps reasonably necessary in order to proceed with the procurement of construction services, which steps may include a direct purchase of the construction services without further competitive selection processes.
- (3) Sole Source: Government. Construction services that are only available from a single source are exempt from this Rule. Construction services provided by governmental agencies are exempt from this Rule. This Rule shall not apply to the purchase of construction services, which may include goods, supplies, or materials, that are purchased under a federal, state, or local government contract

that has been competitively procured by such federal, state, or local government in a manner consistent with the material procurement requirements of these Rules. A contract for construction services is exempt from this Rule if state or federal law prescribes with whom the District must contract or if the rate of payment is established during the appropriation process.

- (4) Contracts: Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.
- (5) Emergency Purchases. The District may make an Emergency Purchase without complying with these rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board Meeting.
- (6) Exceptions. This Rule is inapplicable when:
 - (a) The project is undertaken as repair or maintenance of an existing public facility;
 - (b) The funding source of the project will be diminished or lost because the time required to competitively award the project after the funds become available exceeds the time within which the funding source must be spent;
 - (c) The District has competitively awarded a project and the contractor has abandoned the project or the District has terminated the contractor; or
 - (d) The District, after public notice, conducts a public meeting under Section 286.011 of the Florida Statutes, and finds by a majority vote of the Board that it is in the public's best interest to perform the project using its own services, employees, and equipment.

Specific Authority: §§190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§119.0701, 189.053, 190.033, 255.0518, 255.0525, 255.20, 287.055, Fla. Stat.

Rule 3.6 Construction Contracts, Design-Build.

- (1) Scope. The District may utilize Design-Build Contracts for any public construction project for which the Board determines that use of such contract is in the best interest of the District. When letting a Design-Build Contract, the District shall use the following procedure:
- (2) Procedure.
 - (a) The District shall utilize a Design Criteria Professional meeting the requirements of Section 287.055(2)(k) of the Florida Statutes, when developing a Design Criteria Package, evaluating the proposals and qualifications submitted by Design-Build Firms, and determining compliance of the project construction with the Design Criteria Package. The Design Criteria Professional may be an employee of the District, may be the District Engineer selected by the District pursuant to Section 287.055 of the Florida Statutes, or may be retained pursuant to Rule 3.1.

The Design Criteria Professional is not eligible to render services under a Design-Build Contract executed pursuant to the Design Criteria Package.

- (b) A Design Criteria Package for the construction project shall be prepared and sealed by the Design Criteria Professional. If the project utilizes existing plans, the Design Criteria Professional shall create a Design Criteria Package by supplementing the plans with project specific requirements, if any.
- (c) The Board may either choose to award the Design-Build Contract pursuant to the competitive proposal selection process set forth in Section 287.055(9) of the Florida Statutes, or pursuant to the qualifications based selection process pursuant to Rule 3.1.
 - (i) Qualifications-Based Selection. If the process set forth in Rule 3.1 is utilized, subsequent to competitive negotiations, a guaranteed maximum price and guaranteed completion date shall be established.
 - (ii) Competitive Proposal-Based Selection. If the competitive proposal selection process is utilized, the Board, in consultation with the Design Criteria Professional, shall establish the criteria, standards and procedures for the evaluation of Design-Build Proposals based on price, technical, and design aspects of the project, weighted for the project. After a Design Criteria Package and the standards and procedures for evaluation of proposals have been developed, competitive proposals from qualified firms shall be solicited pursuant to the design criteria by the following procedure:
 - 1. A Request for Proposals shall be advertised at least once in a newspaper of general circulation in the county in which the District is located. The notice shall allow at least twenty-one (21) days for submittal of sealed proposals, unless the Board, for good cause, determines a shorter period of time is appropriate. Any project projected to cost more than five hundred thousand dollars (\$500,000) must be noticed at least thirty (30) days prior to the date for submittal of proposals.
 - 2. The District may maintain lists of persons interested in receiving notices of Requests for Proposals. The District shall make a good faith effort to provide written notice, by electronic mail, United States Mail, hand delivery, or facsimile, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.
 - 3. In order to be eligible to submit a proposal, a firm must, at the time of receipt of the proposals:

- a. Hold the required applicable state professional licenses in good standing, as defined by Section 287.055(2)(h) of the Florida Statutes;
- b. Hold all required applicable federal licenses in good standing, if any;
- c. Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the proposer is a corporation;
- d. Meet any special pre-qualification requirements set forth in the Request for Proposals and Design Criteria Package.

Any contractor that has been found guilty by a court of any violation of federal labor or employment tax laws regarding subjects such as safety, tax withholding, worker's compensation, unemployment tax, social security and Medicare tax, wage or hour, or prevailing rate laws within the past 5 years may be considered ineligible by the District to submit a bid, response, or proposal for a District project.

Evidence of compliance with these Rules must be submitted with the proposal if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the proposal.

4. The proposals, or the portions of which that include the price, shall be publicly opened at a meeting noticed in accordance with Rule 1.3, and at which at least one district representative is present. The name of each bidder and the price submitted in the bid shall be announced at such meeting, and shall be made available upon request. Minutes should be taken at the meeting and maintained by the District. In consultation with the Design Criteria Professional, the Board shall evaluate the proposals received based on evaluation criteria and procedures established prior to the solicitation of proposals, including but not limited to qualifications, availability, and past work of the firms and the partners and members thereof. The Board shall then select no fewer than three (3) Design-Build Firms as the most qualified.
5. The Board shall have the right to reject all proposals if rejection is determined to be in the best interest of the District. No vendor shall be entitled to recover any costs of proposal preparation or submittal from the District.

6. If less than three (3) proposals are received, the District may purchase design-build services or may reject the proposals for lack of competitiveness. If no proposals are received, the District may take whatever steps reasonably necessary in order to proceed with the procurement of design-build services, which steps may include a direct purchase of the design-build services without further competitive selection processes.
7. Notice of the rankings adopted by the Board, including the rejection of some or all proposals, shall be provided in writing to all consultants by United States Mail, hand delivery, facsimile, or overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's rankings under this Rule shall be in accordance with the procedures set forth in Rule 3.11.
8. The Board shall negotiate a contract with the firm ranking the highest based on the evaluation standards and shall establish a price which the Board determines is fair, competitive and reasonable. Should the Board be unable to negotiate a satisfactory contract with the firm considered to be the most qualified at a price considered by the Board to be fair, competitive, and reasonable, negotiations with that firm must be terminated. The Board shall then undertake negotiations with the second most qualified firm, based on the ranking by the evaluation standards. Failing accord with the second most qualified firm, the Board must terminate negotiations. The Board shall then undertake negotiations with the third most qualified firm. Should the Board be unable to negotiate a satisfactory contract with any of the selected firms, the Board shall select additional firms in order of their rankings based on the evaluation standards and continue negotiations until an agreement is reached or the list of firms is exhausted.
9. After the Board contracts with a firm, the firm shall bring to the Board for approval, detailed working drawings of the project.
10. The Design Criteria Professional shall evaluate the compliance of the detailed working drawings and project construction with the Design Criteria Package, and shall provide the Board with a report of the same.

- (3) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.

- (4) Emergency Purchase. The Board may, in case of public emergency, declare an emergency and immediately proceed with negotiations with the best qualified Design-Build Firm available at the time. The fact that an Emergency Purchase has occurred shall be noted in the minutes of the next Board meeting.
- (5) Exceptions. This Rule is inapplicable when:
- (a) The project is undertaken as repair or maintenance of an existing public facility;
 - (b) The funding source of the project will be diminished or lost because the time required to competitively award the project after the funds become available exceeds the time within which the funding source must be spent;
 - (c) The District has competitively awarded a project and the contractor has abandoned the project or the District has terminated the contractor; or
 - (d) The District, after public notice, conducts a public meeting under Section 286.011 of the Florida Statutes, and finds by a majority vote of the Board that it is in the public's best interest to perform the project using its own services, employees, and equipment.

Specific Authority: §§190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§119.0701, 189.053, 190.033, 255.0518, 255.0525, 255.20, 287.055, Fla. Stat.

Rule 3.7 Payment and Performance Bonds.

- (1) Scope. This Rule shall apply to contracts for the construction of a public building, for the prosecution and completion of a public work, or for repairs upon a public building or public work, and shall be construed in addition to terms prescribed by any other Rule that may also apply to such contracts.
- (2) Required Bond. Upon entering into a contract for any of the services described in section (1) of this Rule in excess of \$200,000, the Board should require that the contractor, before commencing the work, execute and record a payment and performance bond in an amount equal to the contract price. Notwithstanding the terms of the contract or any other law, the District may not make payment to the contractor until the contractor has provided to the District a certified copy of the recorded bond.
- (3) Discretionary Bond. At the discretion of the Board, upon entering into a contract for any of the services described in section (1) of this Rule for an amount not exceeding \$200,000, the contractor may be exempted from executing a payment and performance bond.

Specific Authority: §§190.011(5), 190.011(15), Fla. Stat.
Law Implemented: §255.05, Fla. Stat.

Rule 3.8 Goods, Supplies, and Materials.

- (1) Purpose and Scope. All purchases of goods, supplies, or materials exceeding the amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FOUR, shall be purchased under the terms of this Rule. Contracts for purchases of “goods, supplies, and materials” do not include printing, insurance, advertising, or legal notices. A contract involving goods, supplies, or materials plus maintenance services may, in the discretion of the Board, be treated as a contract for maintenance services. However, a purchase shall not be divided solely in order to avoid the threshold bidding requirements.
- (2) Procedure. When a purchase of goods, supplies, or materials is within the scope of this Rule, the following procedures shall apply:
 - (a) The Board shall cause to be prepared an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.
 - (b) Notice of the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be advertised at least once in a newspaper of general circulation within the District and within the county in which the District is located. The notice shall also include the amount of the bid bond, if one is required. The notice shall allow at least seven (7) days for submittal of bids, proposals, replies, or responses.
 - (c) The District may maintain lists of persons interested in receiving notices of Invitations to Bid, Requests for Proposals, Invitations to Negotiate, or Competitive Solicitations. The District shall make a good faith effort to provide written notice, by electronic mail, United States Mail, hand delivery, or facsimile, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.
 - (d) If the District has pre-qualified suppliers of goods, supplies, and materials, then, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies, or responses.
 - (e) In order to be eligible to submit a bid, proposal, reply, or response, a firm or individual must, at the time of receipt of the bids, proposals, replies, or responses:
 - (i) Hold the required applicable state professional licenses in good standing;
 - (ii) Hold all required applicable federal licenses in good standing, if any;
 - (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the vendor is a corporation; and

- (iv) Meet any special pre-qualification requirements set forth in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

Evidence of compliance with these Rules must be submitted with the bid, proposal, reply or response if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the bid, proposal, reply, or response.

Any firm or individual whose principal place of business is outside the State of Florida must also submit a written opinion of an attorney at law licensed to practice law in that foreign state, as to the preferences, if any or none, granted by the law of that foreign state to business entities whose principal places of business are in that foreign state, in the letting of any or all public contracts. Failure to submit such a written opinion or submission of a false or misleading written opinion may be grounds for rejection of the bid, proposal, reply, or response.

- (f) Bids, proposals, replies, and responses shall be publicly opened at the time and place noted on the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation. Bids, proposals, replies, and responses shall be evaluated in accordance with the respective Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, and this Rule. Minor variations in the bids, proposals, replies, or responses may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature. Mistakes in arithmetic extension of pricing may be corrected by the Board. Bids and proposals may not be modified or supplemented after opening; provided however, additional information may be requested and/or provided to evidence compliance, make non-material modifications, clarifications, or supplementations, and as otherwise permitted by Florida law.
- (g) The lowest Responsive Bid, after taking into account the preferences provided for in this subsection, submitted by a Responsive and Responsible Bidder in response to an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be accepted. If the lowest Responsive Bid is submitted by a Responsive and Responsible Bidder whose principal place of business is located in a foreign state which does not grant a preference in competitive purchase to businesses whose principal place of business are in that foreign state, the lowest Responsive and Responsible Bidder whose principal place of business is in the State of Florida shall be awarded a preference of five (5) percent. If the lowest Responsive Bid is submitted by a Responsive and Responsible Bidder whose principal place of business is located in a foreign state which grants a preference in competitive purchase to businesses whose principal place of business are in that foreign state, the lowest Responsive and Responsible Bidder whose principal place of business is in the State of Florida shall be awarded a preference equal to the preference granted by such foreign state.

To assure full understanding of the responsiveness to the solicitation requirements contained in an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion, preparation, and revision of bids, proposals, replies, and responses.

- (h) The Board shall have the right to reject all bids, proposals, replies, or responses because they exceed the amount of funds budgeted for the purchase, if there are not enough to be competitive, or if rejection is determined to be in the best interest of the District. No vendor shall be entitled to recover any costs of bid, proposal, reply, or response preparation or submittal from the District.
 - (i) The Board may require bidders and proposers to furnish bid bonds, performance bonds, and/or other bonds with a responsible surety to be approved by the Board.
 - (j) Notice of intent to award, including rejection of some or all bids, proposals, replies, or responses shall be provided in writing to all vendors by United States Mail, hand delivery, facsimile, or overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's purchase of goods, supplies, and materials under this Rule shall be in accordance with the procedures set forth in Rule 3.11.
 - (k) If less than three (3) bids, proposals, replies, or responses are received, the District may purchase goods, supplies, or materials, or may reject the bids, proposals, replies, or responses for a lack of competitiveness. If no Responsive Bid, Proposal, Reply, or Response is received, the District may take whatever steps reasonably necessary in order to proceed with the procurement of goods, supplies, and materials, which steps may include a direct purchase of the goods, supplies, and materials without further competitive selection processes.
- (3) Goods, Supplies, and Materials included in a Construction Contract Awarded Pursuant to Rule 3.5 or 3.6. There may be occasions where the District has undergone the competitive purchase of construction services which contract may include the provision of goods, supplies, or materials. In that instance, the District may approve a change order to the contract and directly purchase the goods, supplies, and materials. Such purchase of goods, supplies, and materials deducted from a competitively purchased construction contract shall be exempt from this Rule.
- (4) Exemption. Goods, supplies, and materials that are only available from a single source are exempt from this Rule. Goods, supplies, and materials provided by governmental agencies are exempt from this Rule. A contract for goods, supplies, or materials is exempt from this Rule if state or federal law prescribes with whom

the District must contract or if the rate of payment is established during the appropriation process. This Rule shall not apply to the purchase of goods, supplies or materials that are purchased under a federal, state, or local government contract that has been competitively procured by such federal, state, or local government in a manner consistent with the material procurement requirements of these Rules.

- (5) Renewal. Contracts for the purchase of goods, supplies, and/or materials subject to this Rule may be renewed for a period that may not exceed three (3) years or the term of the original contract, whichever period is longer.
- (6) Emergency Purchases. The District may make an Emergency Purchase without complying with these rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board meeting.

Specific Authority: §§190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§189.053, 190.033, 287.017, 287.084, Fla. Stat.

Rule 3.9 Maintenance Services.

- (1) Scope. All contracts for maintenance of any District facility or project shall be set under the terms of this Rule if the cost exceeds the amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FOUR. A contract involving goods, supplies, and materials plus maintenance services may, in the discretion of the Board, be treated as a contract for maintenance services. However, a purchase shall not be divided solely in order to avoid the threshold bidding requirements.
- (2) Procedure. When a purchase of maintenance services is within the scope of this Rule, the following procedures shall apply:
 - (a) The Board shall cause to be prepared an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.
 - (b) Notice of the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be advertised at least once in a newspaper of general circulation within the District and within the county in which the District is located. The notice shall also include the amount of the bid bond, if one is required. The notice shall allow at least seven (7) days for submittal of bids, proposals, replies, or responses.
 - (c) The District may maintain lists of persons interested in receiving notices of Invitations to Bid, Requests for Proposals, Invitations to Negotiate, and Competitive Solicitations. The District shall make a good faith effort to provide written notice, by electronic mail, United States Mail, hand delivery, or facsimile, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.
 - (d) If the District has pre-qualified suppliers of maintenance services, then, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies, and responses.
 - (e) In order to be eligible to submit a bid, proposal, reply, or response, a firm or individual must, at the time of receipt of the bids, proposals, replies, or responses:
 - (i) Hold the required applicable state professional licenses in good standing;
 - (ii) Hold all required applicable federal licenses in good standing, if any;
 - (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the vendor is a corporation; and

- (iv) Meet any special pre-qualification requirements set forth in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

Evidence of compliance with these Rules must be submitted with the bid, proposal, reply, or response if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the bid, proposal, reply, or response.

- (f) Bids, proposals, replies, and responses shall be publicly opened at the time and place noted on the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation. Bids, proposals, replies, and responses shall be evaluated in accordance with the respective Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, and these Rules. Minor variations in the bids, proposals, replies, and responses may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature. Mistakes in arithmetic extension of pricing may be corrected by the Board. Bids and proposals may not be modified or supplemented after opening; provided however, additional information may be requested and/or provided to evidence compliance, make non-material modifications, clarifications, or supplementations, and as otherwise permitted by Florida law.
- (g) The lowest Responsive Bid submitted in response to an Invitation to Bid by a Responsive and Responsible Bidder shall be accepted. In relation to a Request for Proposals, Invitation to Negotiate or Competitive Solicitation the Board shall select the Responsive Proposal, Reply, or Response submitted by a Responsive and Responsible Vendor which is most advantageous to the District. To assure full understanding of the responsiveness to the solicitation requirements contained in a Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion, preparation, and revision of bids, proposals, replies, or responses.
- (h) The Board shall have the right to reject all bids, proposals, replies, or responses because they exceed the amount of funds budgeted for the purchase, if there are not enough to be competitive, or if rejection is determined to be in the best interest of the District. No Vendor shall be entitled to recover any costs of bid, proposal, reply, or response preparation or submittal from the District.
- (i) The Board may require bidders and proposers to furnish bid bonds, performance bonds, and/or other bonds with a responsible surety to be approved by the Board.
- (j) Notice of intent to award, including rejection of some or all bids, proposals, replies, or responses shall be provided in writing to all vendors by United States Mail, hand delivery, facsimile, or overnight delivery

service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's procurement of maintenance services under this Rule shall be in accordance with the procedures set forth in Rule 3.11.

- (k) If less than three (3) Responsive Bids, Proposals, Replies, or Responses are received, the District may purchase the maintenance services or may reject the bids, proposals, replies, or responses for a lack of competitiveness. If no Responsive Bid, Proposal, Reply, or Response is received, the District may take whatever steps reasonably necessary in order to proceed with the procurement of maintenance services, which steps may include a direct purchase of the maintenance services without further competitive selection processes.
- (3) Exemptions. Maintenance services that are only available from a single source are exempt from this Rule. Maintenance services provided by governmental agencies are exempt from this Rule. A contract for maintenance services is exempt from this Rule if state or federal law prescribes with whom the District must contract or if the rate of payment is established during the appropriation process.
- (4) Renewal. Contracts for the purchase of maintenance services subject to this Rule may be renewed for a period that may not exceed three (3) years or the term of the original contract, whichever period is longer.
- (5) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.
- (6) Emergency Purchases. The District may make an Emergency Purchase without complying with these rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board meeting.

Specific Authority: §§190.011(5), 190.011(15), 190.033, Fla. Stat.

Law Implemented: §§119.0701, 190.033, 287.017, Fla. Stat.

Rule 3.10 Contractual Services.

- (1) Exemption from Competitive Purchase. Pursuant to Section 190.033(3) of the Florida Statutes, Contractual Services shall not be subject to competitive purchasing requirements. If an agreement is predominantly for Contractual Services, but also includes maintenance services or the purchase of goods and services, the contract shall not be subject to competitive purchasing requirements. Regardless of whether an advertisement or solicitation for Contractual Services is identified as an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, no rights or remedies under these Rules, including but not limited to protest rights, are conferred on persons, firms, or vendors proposing to provide Contractual Services to the District.

- (2) Contracts; Public Records. In accordance with Florida law, each contract for Contractual Services shall include provisions required by law that require the contractor to comply with public records laws.

Specific Authority: §§190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§119.0701, 190.011(3), 190.033, Fla. Stat.

Rule 3.11 Protests With Respect To Proceedings under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, and 3.9.

The resolution of any protests with respect to proceedings under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, and 3.9 shall be in accordance with this Rule.

(1) Filing.

- (a) With respect to a protest regarding qualifications, specifications, documentation, or other requirements contained in a Request for Qualifications, Request for Proposals, Invitation to Bid, or Competitive Solicitation issued by the District, the notice of protest shall be filed in writing within seventy-two (72) calendar hours (excluding Saturdays, Sundays, and state holidays) after the first advertisement of the Request for Qualifications, Request for Proposals, Invitation to Bid, or Competitive Solicitation. A formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days (including Saturdays, Sundays, and state holidays) after the initial notice of protest was filed. For purposes of this Rule, wherever applicable, filing will be perfected and deemed to have occurred upon receipt by the District. Failure to file a notice of protest shall constitute a waiver of all rights to protest the District's intended decision. Failure to file a formal written protest shall constitute an abandonment of the protest proceedings and shall automatically terminate the protest proceedings.
- (b) Except for those situations covered by subsection (1)(a) of this Rule, any firm or person who is affected adversely by a District's ranking or intended award under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, or 3.9 and desires to contest the District's ranking or intended award, shall file with the District a written notice of protest within seventy-two (72) calendar hours (excluding Saturdays, Sundays, and state holidays) after receipt of the notice of the District's ranking or intended award. A formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days (including Saturdays, Sundays, and state holidays) after the initial notice of protest was filed. For purposes of this Rule, wherever applicable, filing will be perfected and deemed to have occurred upon receipt by the District. Failure to file a notice of protest shall constitute a waiver of all rights to protest the District's ranking or intended award. Failure to file a formal written protest shall constitute an abandonment of the protest proceedings and shall automatically terminate the protest proceedings.
- (c) If disclosed in the District's competitive solicitation documents for a particular purchase under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, or 3.9, the Board may require any person who files a notice of protest to post a protest bond in the amount equal to 1% of the anticipated contract amount that is the subject of the protest. In the event the protest is successful, the protest bond shall be refunded to the protestor. In the event the protest is unsuccessful, the protest bond shall be applied towards the District's costs, expenses, and attorney's fees associated with hearing and defending the protest. In the event the protest is settled by mutual agreement of the

parties, the protest bond shall be distributed as agreed to by the District and protestor.

- (d) The District does not accept documents filed by electronic mail or facsimile transmission. Filings are only accepted during normal business hours.
- (2) Contract Execution. Upon receipt of a notice of protest which has been timely filed, the District shall not execute the contract under protest until the subject of the protest is resolved. However, if the District sets forth in writing particular facts and circumstances showing that delay incident to protest proceedings will jeopardize the funding for the project, will materially increase the cost of the project, or will create an immediate and serious danger to the public health, safety, or welfare, the contract may be executed.
- (3) Informal Proceeding. If the Board determines a protest does not involve a disputed issue of material fact, the Board may, but is not obligated to, schedule an informal proceeding to consider the protest. Such informal proceeding shall be at a time and place determined by the Board. Notice of such proceeding shall be sent via facsimile, United States Mail, or hand delivery to the protestor and any substantially affected persons or parties not less than three (3) calendar days prior to such informal proceeding. Within thirty (30) calendar days following the informal proceeding, the Board shall issue a written decision setting forth the factual, legal, and policy grounds for its decision.
- (4) Formal Proceeding. If the Board determines a protest involves disputed issues of material fact or if the Board elects not to use the informal proceeding process provided for in section (3) of this Rule, the District shall schedule a formal hearing to resolve the protest. The Chairperson shall designate any member of the Board (including the Chairperson), District Manager, District Counsel, or other person as a hearing officer to conduct the hearing. The hearing officer may:
 - (a) Administer oaths and affirmations;
 - (b) Rule upon offers of proof and receive relevant evidence;
 - (c) Regulate the course of the hearing, including any pre-hearing matters;
 - (d) Enter orders; and
 - (e) Make or receive offers of settlement, stipulation, and adjustment.

The hearing officer shall, within thirty (30) days after the hearing or receipt of the hearing transcript, whichever is later, file a recommended order which shall include a caption, time and place of hearing, appearances entered at the hearing, statement of the issues, findings of fact and conclusions of law, separately stated, and a recommendation for final District action. The District shall allow each party fifteen (15) days in which to submit written exceptions to the recommended order. The District shall issue a final order within sixty (60) days after the filing of the recommended order.

- (5) Intervenors. Other substantially affected persons may join the proceedings as intervenors on appropriate terms which shall not unduly delay the proceedings.
- (6) Rejection of all Qualifications, Bids, Proposals, Replies and Responses after Receipt of Notice of Protest. If the Board determines there was a violation of law, defect or an irregularity in the competitive solicitation process, or if the Board determines it is otherwise in the District's best interest, the Board may reject all qualifications, bids, proposals, replies, and responses and start the competitive solicitation process anew. If the Board decides to reject all qualifications, bids, proposals, replies, and responses and start the competitive solicitation process anew, any pending protests shall automatically terminate.
- (7) Settlement. Nothing herein shall preclude the settlement of any protest under this Rule at any time.

Specific Authority: §§190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §190.033, Fla. Stat.

Rule 4.0 Effective Date.

These Rules shall be effective February 6, 2019, except that no election of officers required by these Rules shall be required until after the next regular election for the Board.

Specific Authority: §§190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§190.011(5), 190.011(15), Fla. Stat.

SECTION B

SECTION 1

RESOLUTION 2019-31

RESOLUTION OF THE BOARD OF SUPERVISORS OF THE RHODINE ROAD NORTH COMMUNITY DEVELOPMENT DISTRICT EXPRESSING ITS INTENT TO UTILIZE THE UNIFORM METHOD OF LEVYING, COLLECTING, AND ENFORCING NON AD VALOREM ASSESSMENTS WHICH MAY BE LEVIED BY THE RHODINE ROAD NORTH COMMUNITY DEVELOPMENT DISTRICT IN ACCORDANCE WITH SECTION 197.3632, FLORIDA STATUTES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Rhodine Road North Community Development District (“District”) was established pursuant to the provisions of Chapter 190, *Florida Statutes*, which authorizes the District to levy certain assessments which include benefit and maintenance assessments and further authorizes the District to levy special assessments pursuant to Chapter 170 and 197, *Florida Statutes*, for the acquisition, maintenance, construction, or reconstruction of assessable improvements authorized by Chapter 190, *Florida Statutes*; and

WHEREAS, the above referenced assessments are non-ad valorem in nature and, therefore, may be levied and collected under the provisions of Section 197.3632, *Florida Statutes*, in which the State of Florida has provided a uniform method for the levying, collecting, and enforcing such non-ad valorem assessments (the “Uniform Method”); and

WHEREAS, the Board has previously adopted Resolution 2019-11 declaring the intent to use the Uniform Method for the levy, collection and enforcement of non-ad valorem special assessments authorized by Section 197.3632, *Florida Statutes*, over certain lands within the District as described therein; and

WHEREAS, pursuant to Section 197.3632, *Florida Statutes*, the District has caused notice of a public hearing on the District’s intent to use the Uniform Method to be advertised weekly in a newspaper of general circulation within Hillsborough County for four (4) consecutive weeks prior to such hearing; and

WHEREAS, the District has held a public hearing pursuant to Section 197.3632, *Florida Statutes*, where public and landowners were allowed to give testimony regarding the use of the Uniform Method; and

WHEREAS, the District desires to use the Uniform Method for the levy, collection and enforcement of non-ad valorem special assessments authorized by Section 197.3632, *Florida Statutes*, for special assessments, including benefit and maintenance assessments, over all the lands in the District as further described in **Exhibit A**.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD
OF SUPERVISORS OF THE RHODINE ROAD NORTH
COMMUNITY DEVELOPMENT DISTRICT:**

SECTION 1. The Rhodine Road North Community Development District upon conducting its public hearing as required by Section 197.3632, *Florida Statutes*, hereby expresses its need and intent to use the Uniform Method of collecting assessments imposed by the District over the lands described in **Exhibit A**, as provided in Chapters 170 and 190, *Florida Statutes*, each of which are non-ad valorem assessments which may be collected annually pursuant to the provisions of Chapter 190, *Florida Statutes*, for the purpose of paying principal and interest on any and all of its indebtedness and for the purpose of paying the cost of operating and maintaining its assessable improvements. The legal description of the boundaries of the real property subject to a levy of assessments is attached and made a part of this Resolution as **Exhibit A**. The non-ad valorem assessments and the District's use of the uniform method of collecting its non-ad valorem assessment(s) may continue in any given year when the Board of Supervisors determines that use of the uniform method for that year is in the best interests of the District.

SECTION 2. The District's Secretary is authorized to provide the Property Appraiser and Tax Collector of Hillsborough County and the Department of Revenue of the State of Florida with a copy of this Resolution and enter into any agreements with the Property Appraiser and/or Tax Collector necessary to carry out the provisions of this Resolution.

SECTION 3. If any provision of this Resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 4. This Resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this 6th day of February, 2019.

ATTEST:

**RHODINE ROAD NORTH COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

Exhibit A: Legal Description of Rhodine Road North Community Development District

EXHIBIT A
LEGAL DESCRIPTION OF RHODINE ROAD NORTH

A PARCEL OF LAND LYING IN GOVERNMENT LOTS 1, 2 IN THE SOUTHEAST 1/4 OF SECTION 33, TOWNSHIP 30 SOUTH, RANGE 20 EAST AND GOVERNMENT LOT 3 IN THE SOUTHWEST 1/4 OF SECTION 33, TOWNSHIP 30 SOUTH, RANGE 20 EAST BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

AS A POINT OF REFERENCE COMMENCE AT THE SOUTHWEST CORNER OF GOVERNMENT LOT 2 AND THE SOUTHEAST CORNER OF GOVERNMENT LOT 3, IN SECTION 33, TOWNSHIP 30 SOUTH, RANGE 20 EAST HILLSBOROUGH COUNTY, FLORIDA AND PROCEED N 00°08'25" E, ALONG THE WEST BOUNDARY OF SAID GOVERNMENT LOT 2 AND THE EAST BOUNDARY OF SAID GOVERNMENT LOT 3, A DISTANCE OF 50.00 FEET TO A POINT ON THE NORTH RIGHT OF WAY LINE OF RHODINE ROAD AND THE SOUTHEAST CORNER OF THAT CERTAIN TRACT DESCRIBED IN OFFICIAL RECORDS BOOK 19528, PAGE 1461, OF THE PUBLIC RECORDS OF HILLSBOROUGH COUNTY, FLORIDA AND THE POINT OF BEGINNING; THENCE CONTINUE N 00°08'25" E, ALONG THE WEST BOUNDARY OF SAID GOVERNMENT LOT 2 AND THE EAST BOUNDARY OF SAID GOVERNMENT LOT 3 AND THE EAST BOUNDARY OF SAID TRACT, A DISTANCE OF 755.07 FEET TO THE NORTHEAST CORNER OF SAID TRACT; THENCE N 89°51'10" W, ALONG THE NORTH BOUNDARY OF SAID TRACT, A DISTANCE OF 135.55 FEET TO THE NORTHWEST CORNER OF SAID TRACT; THENCE S 00°08'56" W, ALONG THE WEST BOUNDARY OF SAID TRACT, A DISTANCE OF 658.98 FEET; THENCE S 24°21'49" W, A DISTANCE OF 105.23 FEET TO A POINT ON THE AFOREMENTIONED NORTH RIGHT OF WAY LINE OF RHODINE ROAD; THENCE N 89°48'49" W, ALONG SAID NORTH RIGHT OF WAY LINE, A DISTANCE OF 31.51 FEET; THENCE N 25°01'20" E, A DISTANCE OF 105.61 FEET TO A POINT ON THE EAST BOUNDARY OF THE WEST 166.00 FEET OF THE EAST ¼ OF SAID GOVERNMENT LOT 3; THENCE N 00°10'37" E, ALONG SAID EAST BOUNDARY, A DISTANCE OF 1780.95 FEET TO A POINT ON THE SOUTH BOUNDARY OF THE NORTH 394.00 FEET OF THE EAST ¼ OF SAID GOVERNMENT LOT 3; THENCE S 89°58'48" W, ALONG SAID SOUTH BOUNDARY, A DISTANCE OF 166.00 FEET TO A POINT ON THE WEST BOUNDARY OF THE EAST ¼ OF SAID GOVERNMENT LOT 3; THENCE N 00°10'04" E, ALONG SAID WEST BOUNDARY, A DISTANCE OF 394.00 FEET TO A POINT ON THE NORTH BOUNDARY OF SAID GOVERNMENT LOT 3 AND THE SOUTH BOUNDARY OF ESTUARY PHASE 3 AS RECORDED IN PLAT BOOK 121, PAGE 85 OF THE PUBLIC RECORDS OF HILLSBOROUGH COUNTY, FLORIDA; THENCE N 89°58'48" E, ALONG SAID NORTH AND SOUTH BOUNDARIES, A DISTANCE OF 330.56 FEET TO THE NORTHEAST CORNER OF SAID GOVERNMENT LOT 3 AND THE NORTHWEST CORNER OF SAID GOVERNMENT LOT 2; THENCE N 89°43'14" E, ALONG THE NORTH BOUNDARIES OF SAID GOVERNMENT LOTS 1 AND 2 AND THE SOUTH BOUNDARY OF SAID ESTUARY PHASE 3 AND THE SOUTH BOUNDARY OF ESTUARY PHASE 2 AS RECORDED IN PLAT BOOK 120, PAGE 211 OF THE PUBLIC RECORDS OF HILLSBOROUGH COUNTY, FLORIDA AND THE SOUTH BOUNDARY OF ESTUARY PHASE 1 AND 4 AS RECORDED IN PLAT BOOK 119, PAGE 91 OF THE PUBLIC RECORDS OF HILLSBOROUGH COUNTY, FLORIDA, A DISTANCE OF 1650.73 FEET TO A POINT ON THE WEST BOUNDARY OF TRACT A-DRAINAGE AS SHOWN ON SAID ESTUARY PHASE 1 AND 4; THENCE S 00°00'16" W, ALONG SAID WEST BOUNDARY AND THE WEST BOUNDARY OF ESTUARY PHASE 5 AS RECORDED IN PLAT BOOK 123, PAGE 35 OF THE PUBLIC RECORDS OF HILLSBOROUGH COUNTY, FLORIDA AND THE WEST BOUNDARY OF MASSARO MINOR SUBDIVISION AS RECORDED IN MINOR SUBDIVISION BOOK 1, PAGE 36 OF THE PUBLIC RECORDS OF HILLSBOROUGH COUNTY, FLORIDA, A DISTANCE OF 1170.14 FEET TO THE SOUTHWEST CORNER OF SAID MASSARO MINOR SUBDIVISION; THENCE N 89°50'36" E, ALONG THE SOUTH BOUNDARY OF SAID MASSARO MINOR SUBDIVISION, A DISTANCE OF 338.13 FEET; THENCE S 00°05'10" E, A DISTANCE OF 1125.65 FEET TO A POINT ON THE AFOREMENTIONED NORTH RIGHT OF WAY LINE OF RHODINE ROAD; THENCE N 89°33'25" W, ALONG SAID NORTH RIGHT OF WAY LINE, A DISTANCE OF 1001.80 FEET TO THE SOUTHEAST CORNER OF THAT CERTAIN TRACT DESCRIBED IN OFFICIAL RECORDS BOOK 23196, PAGE 1916, PUBLIC RECORDS OF

HILLSBOROUGH COUNTY, FLORIDA; THENCE N 00°05'08" E, ALONG THE EAST BOUNDARY OF SAID TRACT, A DISTANCE OF 290.86 FEET TO THE NORTHEAST CORNER OF SAID TRACT; THENCE N 89°38'48" W, ALONG THE NORTH BOUNDARY OF SAID TRACT, A DISTANCE OF 150.16 FEET TO THE NORTHWEST CORNER OF SAID TRACT; THENCE S 00°03'14" W, ALONG THE WEST BOUNDARY OF SAID TRACT, A DISTANCE OF 290.62 FEET TO THE SOUTHWEST CORNER OF SAID TRACT AND A POINT ON THE AFOREMENTIONED NORTH RIGHT OF WAY LINE OF RHODINE ROAD; THENCE N 89°33'25" W, ALONG SAID NORTH RIGHT OF WAY LINE, A DISTANCE OF 844.25 FEET TO THE POINT OF BEGINNING.

SECTION VI

**RHODINE ROAD NORTH
COMMUNITY DEVELOPMENT DISTRICT**

DISTRICT ENGINEER REQUEST FOR QUALIFICATIONS

COMPETITIVE SELECTION CRITERIA

- 1) Ability and Adequacy of Professional Personnel** (Weight: 25 Points)

Consider the capabilities and experience of key personnel within the firm including certification, training, and education; affiliations and memberships with professional organizations; etc.
- 2) Consultant's Past Performance** (Weight: 25 Points)

Past performance for other Community Development Districts in other contracts; amount of experience on similar projects; character, integrity, reputation of respondent; etc.
- 3) Geographic Location** (Weight: 20 Points)

Consider the geographic location of the firm's headquarters, offices and personnel in relation to the project.
- 4) Willingness to Meet Time and Budget Requirements** (Weight: 15 Points)

Consider the consultant's ability and desire to meet time and budget requirements including rates, staffing levels and past performance on previous projects; etc.
- 5) Certified Minority Business Enterprise** (Weight: 5 Points)

Consider whether the firm is a Certified Minority Business Enterprise. Award either all eligible points or none.
- 6) Recent, Current and Projected Workloads** (Weight: 5 Points)

Consider the recent, current and projected workloads of the firm.
- 7) Volume of Work Previously Awarded to Consultant by District** (Weight: 5 Points)

Consider the desire to diversify the firms that receive work from the District; etc.

Rhodine Road North - Engineering RFQ Ranking									
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[illegible]



**ABSOLUTE
ENGINEERING, INC.**

**Request for Qualifications for Engineering Services
for the Rhodine Road North
Community Development District**

**Prepared for:
Rhodine Road North
Community Development District
c/o: Governmental Management Services
Central Florida LLC
Attn: Jill Burns
135 West Central Blvd., Suite 320
Orlando, Florida 32801**

**Prepared By:
Absolute Engineering, Inc.
3214 W. Tambay Avenue
Tampa, Florida 33611**

January 25, 2019

ABSOLUTE ENGINEERING, INC.

**CIVIL ENGINEERING ♦ LAND DEVELOPMENT ♦ TRANSPORTATION ENGINEERING
3214 W. TAMBAY AVENUE, TAMPA, FLORIDA 33611 ♦ PH: (813) 244-1984**

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Section 1
BUSINESS LICENSURE

Receipt # 2019001520		Control No. 777557 NEW	
For Period Commencing JULY 1ST, 2018 and ending September 30, 2019.			
Total: \$241.52		Dated 01/22/2019 Application No.	
<small>This Business Tax Receipt does not permit the holder to operate in violation of any City Law or Ordinance including, but not limited to, Zoning and other land use regulations. If in doubt, the holder should verify that he or she has the appropriate zoning by calling the Office of Land Development Coordination at 274-3100. This Business Tax Receipt must be conspicuously posted in place of business.</small>			
Classification	Description	Amount	
993000 107041	ADMIN HANDLING FEE ENGINEER	10.00 231.52	2019 CITY OF TAMPA TAX RECEIPT BUSINESS TAX DIVISION
<p>PAID This Business Tax Receipt was Paid on Date: <u>1/22/19</u></p>			
Business Name and Address ABSOLUTE ENGINEERING INC HEATHER ELIZABETH WERTZ PE 3214 W TAMBAY AVE TAMPA FL 33611		Business Name and Location HEATHER ELIZABETH WERTZ PE 54691 3214 W TAMBAY AVE TAMPA FL 33611	

U.S. Pat. & Off. 407

2018 - 2019 HILLSBOROUGH COUNTY BUSINESS TAX RECEIPT
 OCC. CODE 260.008000 ENGINEER-PROFESSIONAL, CONSULTING

EXPIRES SEPTEMBER 30, 2019

ACCOUNT NO.
215331
RENEWAL

Receipt Fee 30.00
 Hazardous Waste Surcharge 0.00
 Law Library Fee 0.00
 28358

BUSINESS ABSOLUTE ENGINEERING INC
 3214 W TAMBAY AVE
 TAMPA, FL 33611

2018-2019

NAME ABSOLUTE ENGINEERING INC
 MAILING HEATHER WERTZ
 ADDRESS 3214 W TAMBAY AVE
 TAMPA, FL 33611

Paid 17-630-084168
 07/17/2018 30.00

BUSINESS TAX RECEIPT

HAS HEREBY PAID A PRIVILEGE TAX TO ENGAGE
 IN BUSINESS, PROFESSION, OR OCCUPATION SPECIFIED HEREON

DOUG BELDEN, TAX COLLECTOR
 813-436-5200
 THIS BECOMES A TAX RECEIPT WHEN VALIDATED.

Section 2
PROFESSIONAL ENGINEERING REGISTRATION



Ron DeSantis, Governor

Halsey Beshears, Secretary



**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

ABSOLUTE ENGINEERING, INC.

3214 W. TAMBAY AVENUE
TAMPA FL 33611

LICENSE NUMBER: CA28358

EXPIRATION DATE: FEBRUARY 28, 2021

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

Halsey Beshears, Secretary



**STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**

BOARD OF PROFESSIONAL ENGINEERS

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

WERTZ, HEATHER ELIZABETH

3214 W TAMBAY AVENUE
TAMPA FL 33611

LICENSE NUMBER: PE54691

EXPIRATION DATE: FEBRUARY 28, 2021

Always verify licenses online at MyFloridaLicense.com



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Section 3
QUALIFICATIONS STATEMENT SECTION 330 FORM

ARCHITECT - ENGINEER QUALIFICATIONS

PART I - CONTRACT-SPECIFIC QUALIFICATIONS

A. CONTRACT INFORMATION

1. TITLE AND LOCATION (City and State)

RFQ FOR ENGINEERING SERVICES FOR THE RHODINE ROAD NORTH CDD

2. PUBLIC NOTICE DATE

01/04/2019

3. SOLICITATION OR PROJECT NUMBER

N/A

B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE

HEATHER E. WERTZ, PRESIDENT

5. NAME OF FIRM

ABSOLUTE ENGINEERING, INC.

6. TELEPHONE NUMBER

813-244-1984

7. FAX NUMBER

N/A

8. E-MAIL ADDRESS

HEATHERW@ABSOLUTENG.COM

C. PROPOSED TEAM

(Complete this section for the prime contractor and all key subcontractors.)

	(Check)				9. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT
	PRIME	J-V	PARTNER	SUBCON-TRACTOR			
a.	✓				ABSOLUTE ENGINEERING, INC. <input type="checkbox"/> CHECK IF BRANCH OFFICE	3214 W. TAMBAY AVENUE TAMPA, FLORIDA 33611	CDD ENGINEER
b.					<input type="checkbox"/> CHECK IF BRANCH OFFICE		
c.					<input type="checkbox"/> CHECK IF BRANCH OFFICE		
d.					<input type="checkbox"/> CHECK IF BRANCH OFFICE		
e.					<input type="checkbox"/> CHECK IF BRANCH OFFICE		
f.					<input type="checkbox"/> CHECK IF BRANCH OFFICE		

D. ORGANIZATIONAL CHART OF PROPOSED TEAM

☒ (Attached)

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT*(Complete one Section E for each key person.)*

12. NAME	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
HEATHER E. WERTZ, PE	CDD ENGINEER	a. TOTAL 24	b. WITH CURRENT FIRM 10

15. FIRM NAME AND LOCATION *(City and State)***ABSOLUTE ENGINEERING, INC., TAMPA, FLORIDA**16. EDUCATION *(Degree and Specialization)**Master of Business Administration, University of South Florida**Bachelor of Science in Civil Engineering, University of South Florida*17. CURRENT PROFESSIONAL REGISTRATION *(State and Discipline)***FLORIDA REGISTERED PROFESSIONAL ENGINEER
FL PE # 54691**18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)***LEED ACCREDITED PROFESSIONAL
MEMBER, AMERICAN SOCIETY OF PROFESSIONAL ENGINEERS****19. RELEVANT PROJECTS**

(1) TITLE AND LOCATION <i>(City and State)</i>		(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
BALLENTRAE SUBDIVISION, HILLSBOROUGH COUNTY, FLORIDA (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE a. Project Manager for this 124 acre subdivision including 397 single family residential units and an amenity center. The project is located in south Hillsborough County, along the headwaters of Rice Creek.		2013	2013
		<input type="checkbox"/> Check if project performed with current firm	
TOWNE PARK ESTATES, LAKELAND, FLORIDA (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE b. Project Manager for this 585 acre Master Planned Mixed Use Development including 1,500 single family residential units and an amenity center.		2017	ONGOING
		<input type="checkbox"/> Check if project performed with current firm	
PARK CREEK SUBDIVISION, HILLSBOROUGH COUNTY, FLORIDA (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE c. Project Manager for this 102 acre subdivision including 330 single family residential units and an amenity center.		2017	2018
		<input type="checkbox"/> Check if project performed with current firm	
WATERLEAF SUBDIVISION, HILLSBOROUGH COUNTY, FLORIDA (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE d. Project Manager for a 239 acre subdivision including 630 single family residential units and an amenity center.		2018	ONGOING
		<input type="checkbox"/> Check if project performed with current firm	
FOREST BROOKE SUBDIVISION, HILLSBOROUGH COUNTY, FLORIDA (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE e. Project Manager for a 680 acre Mixed Unit Planned Development including 2,500 single family residential units and an amenity center.		ONGOING	ONGOING
		<input type="checkbox"/> Check if project performed with current firm	

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 1				
21. TITLE AND LOCATION (City and State) TOWNE PARK ESTATES, LAKELAND, FLORIDA	22. YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES</td> <td>CONSTRUCTION <i>(If applicable)</i></td> </tr> <tr> <td>2017</td> <td>ONGOING</td> </tr> </table>		PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>	2017	ONGOING
PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>					
2017	ONGOING					

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER TOWNE PARK CDD	b. POINT OF CONTACT NAME RENNIE HEATH	c. POINT OF CONTACT TELEPHONE NUMBER 863-412-5300
---	---	---

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Project Manager and District Engineer for this 585 acre Master Planned Mixed Use Development including 1,500 single family residential units, an amenity center surrounding a regional City Park. The project is located in southwest Lakeland, along Poley Creek. Permitting was through Polk County, FDEP, SWFWMD, USACOE, FEMA and FDOT.
 CONSTRUCTION COST: 21,000,000

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 2				
21. TITLE AND LOCATION <i>(City and State)</i> BALLENTRAE SUBDIVISION, HILLSBOROUGH COUNTY, FLORIDA	22. YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES</td> <td>CONSTRUCTION <i>(If applicable)</i></td> </tr> <tr> <td>2013</td> <td>2013</td> </tr> </table>		PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>	2013	2013
PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>					
2013	2013					

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER BALLENTRAE CDD	b. POINT OF CONTACT NAME RENNIE HEATH	c. POINT OF CONTACT TELEPHONE NUMBER 863-412-5300
---	---	---

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Project Manager for this 124 acre subdivision including 397 single family residential units and an amenity center. The project is located in south Hillsborough County, along the headwaters of Rice Creek. Permitting was through Hillsborough County, FDEP, SWFWMD and FEMA.
 CONSTRUCTION COST: \$5,000,000

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

[illegible]

29. EXAMPLE PROJECTS KEY

NUMBER	TITLE OF EXAMPLE PROJECT (From Section F)	NUMBER	TITLE OF EXAMPLE PROJECT (From Section F)
1	TOWNE PARK ESTATES	6	
2	BALLENTRAE SUBDIVISION	7	
3		8	
4		9	
5		10	

H. ADDITIONAL INFORMATION

30. PROVIDE ANY ADDITIONAL INFORMATION REQUESTED BY THE AGENCY. ATTACH ADDITIONAL SHEETS AS NEEDED.

APPLICANT WILLINGNESS TO MEET TIME AND BUDGET REQUIREMENTS:

Absolute Engineering, Inc. understands the importance of performing the requested Engineering Services in a timely manner and within budget and is committed to meeting time and budget constraints requested by the Rhodine Road North CDD.

CURRENT AND PROPOSED WORKLOADS OF THE APPLICANT:

Absolute Engineering, Inc. currently has capacity to provide Engineering Services to the Rhodine Road North CDD. Work currently ongoing constitutes a small percentage of the firm's total capacity and future workload is not projected to exceed the firm's capacity.

VOLUME OF WORK PREVIOUSLY AWARDED TO THE APPLICANT BY THE DISTRICT:

No work has been previously awarded to Absolute Engineering, Inc by the Rhodine Road North CDD.

I. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

31. SIGNATURE

32. DATE

33. NAME AND TITLE

HEATHER E. WERTZ, PRESIDENT

01/25/2019

1. SOLICITATION NUMBER (If any)

ARCHITECT-ENGINEER QUALIFICATIONS

(If a firm has branch offices, complete for each specific branch office seeking work.)

3. YEAR ESTABLISHED

4. UNIQUE ENTITY IDENTIFIER

5. OWNERSHIP

2d. STATE

2e. ZIP CODE

a. TYPE

b. SMALL BUSINESS STATUS

N/A

7. NAME OF FIRM (If Block 2a is a Branch Office)

6c. E-MAIL ADDRESS	
--------------------	--

8a. FORMER FIRM NAME(S) (If any)

8b. YEAR ESTABLISHED

08c. UNIQUE ENTITY IDENTIFIER

10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS

11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS
(Insert revenue index number shown at right)

PROFESSIONAL SERVICES REVENUE INDEX NUMBER

- | | |
|---|---|
| 1. Less than \$100,000 | 6. \$2 million to less than \$5 million |
| 2. \$100,000 to less than \$250,000 | 7. \$5 million to less than \$10 million |
| 3. \$250,000 to less than \$500,000 | 8. \$10 million to less than \$25 million |
| 4. \$500,000 to less than \$1 million | 9. \$25 million to less than \$50 million |
| 5. \$1 million to less than \$2 million | 10. \$50 million or greater |

The foregoing is a statement of facts.

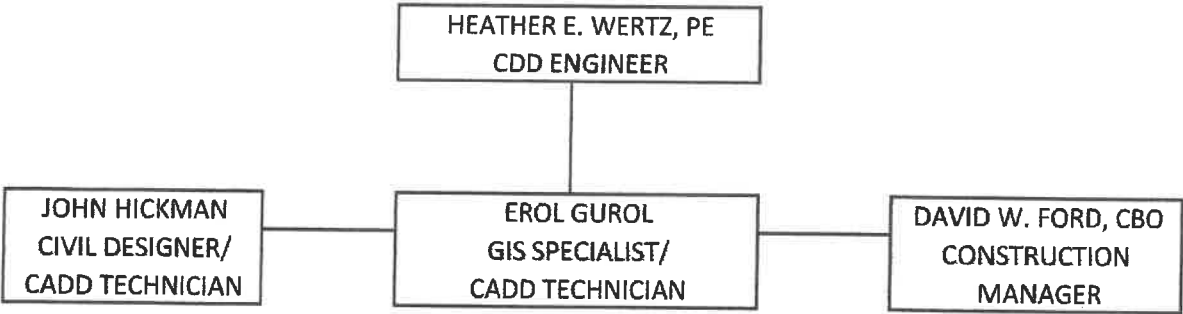
b. DATE

c. NAME AND TITLE

STANDARD FORM 330 (REV. 8/2016) PAGE 6

Section 4
ORGANIZATIONAL CHART

**ORGANIZATIONAL CHART
ABSOLUTE ENGINEERING, INC.
TAMPA, FLORIDA**



Section 5
KEY PERSONNEL RESUMES



EDUCATION

*Master of Business
Administration
University of South Florida
1998*

*Bachelor of Science in
Civil Engineering
University of South Florida
1994*

PROFESSIONAL REGISTRATION

*Professional Engineer
State of Florida
#54691*

LEED Accredited Professional

PROFESSIONAL AFFILIATIONS ASCE

HEATHER E. WERTZ, P.E., LEED A.P.

**Absolute Engineering, Inc.
President**

Heather E. Wertz, P.E., LEED® A.P. has over 24 years of civil engineering experience related to land development and roadway projects. She is involved in all aspects of the engineering design process from design and permitting through construction. Her vast array of project experience includes hydrologic and hydraulic analysis, stormwater management system design and permitting and drainage, paving and grading design for large-scale residential, commercial, roadway and industrial projects. She has successfully led project teams in Pasco, Hillsborough and Polk Counties.

Ms. Wertz specializes in large scale drainage studies, master drainage, grading design, and permitting of stormwater management systems.

PERSONAL EXPERIENCE

Land Development:

Belmont, Hillsborough County, Florida – Senior Design Engineer a 885 acre residential community with 1550 residential units and extensive commercial development.

Bexley, Pasco County, Florida – Senior Design Engineer for a 6,800-acre Master Planned Development with 7,000 residential units and extensive commercial development. This project included master planning, engineering design, permitting and construction phasing. The project consisted of several phases of residential lots, roadways and associated stormwater management systems. This project also included the development of an existing conditions model for the 6,800-acre site located in the Anclote River Basin.

Boyette Farms, Hillsborough County, Florida – Senior Design Engineer of a 80 acre residential development with 270 lots.

RESUME

Ballentrae, Hillsborough County, FL – Project Manager for this 124 acre subdivision including 397 single family residential units and an amenity center. The project is located in south Hillsborough County, along the headwaters of Rice Creek. Permitting was through Hillsborough County, FDEP, SWFWMD and FEMA.

Boyette, Hillsborough County, FL - Project Manager for 22 acre subdivision including 95 single family residential units, situated adjacent to Fishhawk Nature Preserve. Permitting was through Hillsborough County, FDEP, and SWFWMD.

Connerton, Pasco County, Florida – Senior Design Engineer for a 5,500-acre Master Planned Development with 6,000 residential units and an industrial park. This project included master planning, engineering design, permitting and construction phasing. The project consisted of several phases of residential lots, roadways and associated stormwater management systems and infrastructure design of a large scale industrial park for future hospital, office and retail uses. This project also included design and permitting of a 1.5-mile section of Connerton Boulevard, a four-lane divided urban arterial roadway.

Connerton Village Center - Senior Design Engineer for design and permitting of a Village Center with a 20 acre Amenity Center including a clubhouse, pool, tennis courts, playground, amphitheater and surrounding mixed residential and office units. This project included master planning, engineering design, permitting and construction phasing.

Epperson Ranch, Pasco County, Florida – Principal-in-Charge for a 1,742 acre Master Planned Development located on Curley Road in Pasco County. The proposed development includes 3,905 residential units, an elementary school and an extensive town center with commercial, office, hotel and residential uses.

Forest Brooke, Hillsborough County, FL – Project Manager for a 680 acre Mixed Unit Planned Development including 2,500 single family residential units and an amenity center. The project is located in south Hillsborough County, along Dug Creek. Permitting was through Hillsborough County, FDEP, SWFWMD, USACOE, FEMA and FDOT.

Fishhawk Trails, Hillsborough County, Florida – Senior Design Engineer of a 465 acre mixed use planned development with 426 residential units.

Harbour Isles, Hillsborough County, Florida – Senior Design Engineer a 355 acre residential community with 550 residential units.

Heritage Isles, Hillsborough County, Florida – Senior Design Engineer for an 887-acre Master Planned Development and an 18-hole golf course. This project included master planning, engineering design, permitting and construction phasing. The project consisted of several phases of residential lots, roadways and associated stormwater management systems. This project also included design and permitting of a 2.5 mile section of Cross Creek Boulevard, a four-lane divided rural collector roadway.

Highland Park, Hillsborough County, Florida – Senior Design Engineer for a 400-acre Mixed Planned Development including Traditional Neighborhood Development and an extensive Town Center. This project included master planning, engineering design, permitting and construction phasing. The project consisted of several phases of residential lots, multifamily units, roadways, commercial and retail parcels and associated stormwater management systems.

Highland Park Town Center, Hillsborough County, Florida - Senior Design Engineer for a Town Center that included a church, restaurant, park and surrounding mixed residential and office uses.

Lake Weeks, Hillsborough County, Florida – Senior Design Engineer of a 100 acre residential development with 169 lots.

MiraBay, Hillsborough County, Florida – Principal-in-Charge and Senior Design Engineer Water front community with 1650 residential units and extensive commercial development. This project included master planning, engineering design and permitting and construction phasing. The project consisted of several phases of waterfront residential lots, roadways and associated stormwater management systems. The project included a 3.5 miles canal system and a 135 acre lagoon which conveyed several thousand acres of offsite runoff through a boatlift weir structure to Tampa Bay.

RESUME

MiraBay Amenity Center, Hillsborough County, Florida - Principal-in-Charge and Senior Design Engineer for the Mirabay Amenity Center including a large restaurant/clubhouse with pool, playground, beach tennis and basketball courts, situated on the 135 acre lagoon.

Park Creek, Hillsborough County, FL – Project Manager for this 102 acre subdivision including 330 single family residential units and an amenity center. The project is located in south Hillsborough County, adjacent to Bullfrog Creek. Permitting was through Hillsborough County, FDEP, SWFWMD, USACOE, FEMA and FDOT.

Parkway Center (Oak Creek), Hillsborough County, Florida – Senior Design Engineer of a 2000 acre residential mixed use Development of Regional Impact.

Polk City Business Center, Phase 1, Polk City, Florida - Principal-In-Charge, Project Manager and Senior Design Engineer for a 44.5 acre Industrial Office Park to serve the Polk City Business Center. Specific project responsibilities included design and permitting of the stormwater management system and detailed drainage and grading design for roadways, vehicle parking and truck parking to serve a dock high loading facility. The project scope included development of a Conceptual Master Drainage and Mitigation Plan for the 133 acre Business Park and processing through SWFWMD for approval as well as detailed paving, grading, drainage and utility design for Phase 1 of the Polk City Business Park. This project was permitted through Bartow SWFWMD and Polk City.

Rivercrest, Hillsborough County, Florida – Principal-in-Charge Senior Design Engineer for a 413-acre Master Planned Development with 1380 residential units. This project included master planning, engineering design, permitting and construction phasing. The project consisted of several phases of residential lots, roadways and associated stormwater management systems. This project also included design and permitting of a 1.5-mile section of Symmes Road, a four-lane divided urban collector roadway.

Serenio, Hillsborough County, FL - Project Manager for this 280 acre subdivision including 653 single family residential units and an amenity center. The project is located in south Hillsborough County, adjacent to Dug Creek. Permitting was through Hillsborough County, FDEP, SWFWMD, USACOE, FEMA and FDOT.

Silverado, Zephyrhills, Pasco County, FL – Project Manager for this 282 acre subdivision including 468 single family residential units and an amenity center. The project is located in in East Zephyrhills, in a Basin of Special Concern, which required additional stormwater permitting criteria to be met. Permitting was through City of Zephyrhills, Pasco County, FDEP, SWFWMD, USACOE, and FEMA.

South Cove Phase 4, Hillsborough County, FL – Project Manager for this 16 acre subdivision phase including 60 single family residential units. The project is located in south Hillsborough County, adjacent to Bullfrog Creek. Permitting was through Hillsborough County, FDEP, SWFWMD, USACOE, and FEMA.

South Shore Falls, Hillsborough County, Florida – Senior Design Engineer for a 250-acre retirement community with 866 residential units and an amenity center. This project included master planning, engineering design, permitting and construction phasing. The project consisted of several phases of residential lots, roadways and an amenity center and associated stormwater management systems.

Tampa Palms, City of Tampa, Florida – Senior Design Engineer of a 9,400 acre Development of Regional Impact, planned unit mixed use community with 13,000 units, 20 million square feet of office, commercial and corporate park uses, two golf courses and recreational facilities.

The Estuary, Hillsborough County, FL – Project Manage for this 72 acre subdivision including 262 single family residential units and a 2 acre neighborhood commercial component. The project is located in south Hillsborough County, situated on the banks of Rice Creek, a tributary of the Alafia River. Permitting was through Hillsborough County, FDEP, SWFWMD, USACOE and FEMA.

Towne Parke Estates, Lakeland, FL - Project Manager for this 585 acre Master Planned Mixed Use Development including 1,500 single family residential units, an amenity center surrounding a regional City Park. The project is located in southwest Lakeland, along Poley Creek. Permitting was through Polk County, FDEP, SWFWMD, USACOE, FEMA and FDOT.

RESUME

Waterleaf, Hillsborough County, FL – Project Manager for a 239 acre subdivision including 630 single family residential units and an amenity center. The project is located in south Hillsborough County, adjacent to Bullfrog Creek. Permitting was through Hillsborough County, FDEP, SWFWMD, USACOE, and FEMA.

Wesley Chapel Lakes, Pasco County, Florida – Senior Design Engineer for a 2,000-acre Master Planned Development with 4,520 residential units. This project included master planning, engineering design, permitting and construction phasing. The project consisted of several phases of residential lots, roadways and associated stormwater management systems. This project also included design and permitting of a 3.4-mile section of Meadow Pointe Boulevard, a six-lane divided urban collector roadway

West Meadows, City of Tampa, Florida – Senior Design Engineer of a 1,375 acre mixed use planned development with 1,290 residential units and commercial development.

Major Roadway Projects

19th Avenue Widening and Intersection Improvements, Hillsborough County, Florida – Senior Design Engineer and Permitting of 2.0 miles of a 2 lane undivided rural section to serve the Maury Carter Development

Balm Road Extension, Hillsborough County, Florida – Senior Design Engineer for roadway and drainage improvements to serve the 100 acre Master Planned Belmont Development. Specific project responsibilities included design and permitting of the stormwater management system and detailed roadway and drainage design. The project scope included design and permitting of 1 mile of four-lane divided urban collector roadway through the Belmont Development.

Crestside Boulevard and U.S. Highway 301 Intersection Improvements, Hillsborough County, Florida – Senior Design Engineer and Permitting of Intersection Improvements to serve the Rivercrest Development.

Cross Creek Boulevard, Tampa, Florida – Senior Design Engineer and permitting of 2.5 miles of four-lane divided urban collector roadway to serve the Heritage Isles Development.

Connerton Boulevard and U.S. Highway 41 Intersection Improvements, Pasco County, Florida – Senior Design Engineer and permitting of 2 miles of four-lane divided urban arterial roadway to serve the Belmont Development.

Falkenburg Road, Hillsborough County, Florida – Senior Design Engineer and permitting of 1.0 mile of four-lane divided urban collector roadway from Madison Avenue to Everhart Drive to serve a Parkway Center Development Order.

Hillsborough Avenue (SR580), Hillsborough County, Florida – Drainage Engineer for the design and permitting of 2.2 miles of complete reconstruction of existing four lane roadway to an urban six-lane divided facility.

I-275, Hillsborough and Pasco Counties, Florida – Assisted in preparation of conceptual drainage design from Busch Boulevard to Fowler Avenue (1.7 miles). She also assisted in Location Hydraulics Report from Busch Boulevard to SR54 (16.3 miles).

Meadow Pointe Boulevard, Pasco County, Florida – Senior Design Engineer and permitting of 3.4 miles of six-lane divided urban collector roadway to serve the Wesley Chapel Lakes Development.

Pinellas Bayway Bridge (SR 682) – Project responsibilities included preparation of bridge hydraulics report for replacement of the two-lane bascule bridge with a high-level, fixed-span bridge.

Polk County Parkway, Section 3, Polk County, Florida – Drainage Engineer for the design and permitting of 2.9 mile section of a six-lane limited access toll facility including frontage roads five bridges and two interchanges.

SR5 (US1), Brevard County, Florida – Drainage Engineer for the design and permitting of 2.75 miles of complete reconstruction of existing four lane divided rural section to a six-lane divided urban facility.

State Road 33 Intersection Improvements, Polk County, Florida – Senior Design Engineer for roadway and drainage improvements to serve the Polk City Business Center. Specific project responsibilities included design and permitting of the stormwater management system and detailed roadway drainage design. The

RESUME

project scope included design and permitting of 1 mile of roadway widening for auxiliary turn lanes to support the associated turn lanes for the Polk City Business Center. The project was permitted through Bartow SWFWMD and FDOT District One.

State Road 37 Intersection Improvements, Polk County, Florida – Senior Design Engineer for roadway and drainage improvements to provide access to the Wilmington Apartment Site. Specific project responsibilities included design and permitting of the stormwater management system and detailed roadway and drainage design. The project scope included design and permitting of 1 mile of roadway widening for auxiliary turn lanes to support the associated turn lanes for the entrance to Wilmington Apartments. The project was permitted through Bartow SWFWMD and FDOT District One.

Summerfield Boulevard, Hillsborough County, Florida – Design Engineer for the design and permitting of the extension of Summerfield Boulevard from Ambleside Drive to Woodbridge Road in South Hillsborough County. This project includes 670 linear feet of 2-lane undivided rural roadway extension and 2 intersection improvements. Design of a stormwater management system to serve the roadway facility as well as compensation for encroachment into the 100 Year Floodplain was also included.

Suncoast Parkway, Section 2B, Pasco County, Florida – Drainage Engineer for the design and permitting of 5.5 miles of four-lane limited access toll facility.

Symmes Road, Hillsborough County, Florida – Senior Design Engineer and permitting of 1.5 miles of four-lane divided urban collector roadway to serve the Rivercrest Development.

Tower Road, Pasco County, Florida – Design Engineer for design and permitting of 2.3 miles of four-lane divided collector roadway from Ashley Glen Boulevard to Sunlake Boulevard in Pasco County.

Commercial Projects

USF Bush Wash and Canopy – Project Manager of civil engineering and surveying with architectural and electrical services for USF Parking and Transportation Services Bus Wash and Canopy.

USF – The Park at Collins – Project Manager for design of a park site amenity including fountain, shade structure and seating, sidewalk, pavers, landscaping and irrigation.

USF - Leroy Collins Drive Improvements - Project Manager for design of improvements along Leroy Collins Boulevard between Alumni Drive and Apple Drive including 2 bus bays, 2 median cuts, fountain and flagpole plaza, 3 pedestrian crossings, sidewalk relocation, rainwater harvesting system, landscaping and irrigation.

USF – Pedestrian Signal at LeRoy Collins Blvd. – Project Manager for design of pedestrian signalization at the intersection of Leroy Collins Boulevard and Alumni Drive. The project also included bringing existing pedestrian crossings into ADA Compliance.

USF Pine Drive Improvements – Project Manager for design of bike lanes and sidewalks along existing Pine Drive between Alumni Drive and Bruce B. Downs Boulevard, including pedestrian crosswalks and signage.

USF - Palm Drive – Project Manager for design of improvements along Palm Drive between Fletcher Avenue and Holly Drive including boardwalk, sidewalk, flagpole plaza, landscaping and irrigation.

USF West Pond Shade Structure – Project Manager for topographic and tree survey as well as utilities designates at the west pond shade structure.

USF Sun Dome Arena and Convocation Center Renovations – Project included surveying and geotechnical (sub-consultant) services.

USF Sun Dome Sidewalks – Project includes civil engineering and surveying services for construction of 4,185 linear feet of sidewalk along the south side of Alumni Drive from Sago Drive to Bull Run Drive and along the west side of Bull Run drive between Alumni Drive and Elm Drive.

Tampa General Hospital - Corporate Center for IT and Accounting Departments, Tampa, FL - Project Manager for drainage design for the complete renovation of a two-story, 54,000 s.f. historic office building near the Hyde Park District of Tampa for the relocation of the accounting and IT departments of Tampa General Hospital - Harbourside. The project included a complete removal and replacement of the existing parking lot with new asphalt parking and a parking addition/expansion, sidewalks, loading area and

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centralized access location. The project conformed to the Kennedy Overlay District Requirements of the City of Tampa, including enhanced lighting, sidewalks, setbacks and landscaping. Mid-way through the project, Tampa General Hospital purchased additional property adjacent to the main building property to use as additional parking. In total, the new parking lot was approximately 500 spaces. To accomplish this, the project required a rezoning through the City of Tampa and the vacation of a historic brick city street right-of-way. The project included utility upgrades, underground retention, environmental cleanup issues, a building stairwell addition, enhanced and gated access, perimeter security, an emergency generator, compactor/recycling area, the removal of a signalized intersection, and the design for avoidance of several large grand oak trees. The project was permitted through the City of Tampa, the Southwest Florida Water Management District (SWFWMD), the Florida Department of Transportation (FDOT) and the Florida Department of Environmental Protection (FDEP). The project also included complete construction administration services.

Pinellas County (Largo) Department of Health Replacement Center, Largo , FL - QA/QC Engineer for civil site engineering of a new two-story, two-building, 54,400 s.f. public health office and clinic complex with associated parking, utilities, stormwater system(s), and an adjacent conference center for public use. Permitting included SWFWMD, FDEP, Florida Department of Transportation (FDOT), Pinellas County Health Department, City of Largo, and Pinellas County. The project also includes current CA.

Genzyme Office and Lab Expansion, Temple Terrace, FL - LEED A.P. for the certification application for the interior build-out to an existing shell office building, with an external emergency generator and hazardous materials storage building, utility improvements and parking/loading area modifications for a biotechnology research data center. Our involvement was in the Site Selection (SS) portion of the project, with verification of the Stormwater Quality and Quantity credits, per LEED requirements, for this existing master planned office park.

Florida Medical Center Zephyrhills, Zephyrhills, Pasco County, Florida - Project Manager for Florida Medical Center Zephyrhills including design, permitting and re-construction of an existing Medical Office Complex for Commercial Use including 4 buildings totaling 116,000 sf. Design included retrofit of existing parking, drainage, grading and utility design to accommodate the new use. The site is located on the east side of Gall Boulevard (US 301) north of State Road 54. Permitting was through City of Zephyrhills, Pasco County, FDEP, and SWFWMD.

Florida Medical Center Phases III & IV, Land O' Lakes, Pasco County, Florida – Project Manager for Florida Medical Center Phases III & IV including design, permitting and construction of a 32,000 sf Medical Office Building for Commercial Use with associated parking, drainage, grading and utility design. The site is located north of State Road 54 east of Collier Parkway. Permitting was through City of Zephyrhills, Pasco County, FDEP, and SWFWMD.

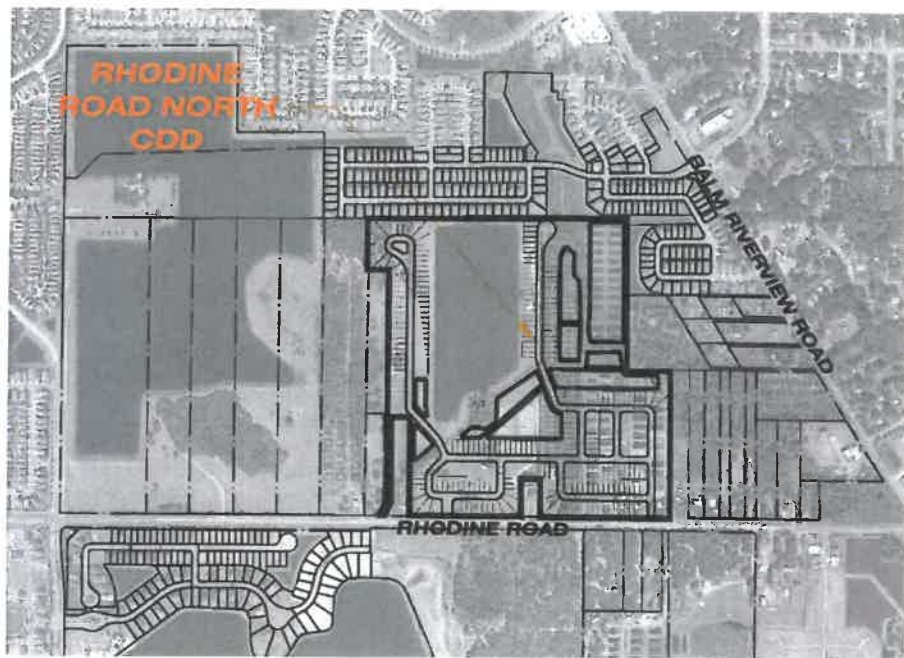
McDonald's Restaurant at Missouri Avenue North and Jasper Street, Largo, FL - Redevelopment of a 1 acre existing McDonald's Restaurant and associated parking. Project Manager that assisted in stormwater management system design and permitting through City of Largo, SWFWMD and FDOT, including net improvement calculations and critical duration analysis.

McDonald's Restaurant at Seminole Boulevard and Lark Drive, Largo, FL - Construction of a New McDonald's Restaurant and associated parking on a 1 acre site. Project Manager that assisted in stormwater management system design and permitting through City of Largo, SWFWMD and FDOT, including net improvement calculations and critical duration analysis.

Roy Jenkins Pool, Tampa, FL - Project Manager for survey and schematic and design development for the renovation of an existing municipal pool facility buildings land expansion including new parking, splash pad, sidewalks and restrooms.

RHODINE ROAD NORTH COMMUNITY DEVELOPMENT DISTRICT

January 28th, 2019



**3409 W. Lemon Street
Tampa, FL 33617
(813) 250-3535**



RHODINE ROAD NORTH COMMUNITY
DEVELOPMENT DISTRICT

January 28, 2019

Governmental Management Services – Central Florida, LLC
c/o Jill Burns
Rhodine Road North Community Development District
135 West Central Boulevard, Suite 320
Orlando, FL 32801
Ph. (407) 841-5524
("District Manager's Office")

**RE: Request for Qualifications for Engineering Services
Rhodine Road North Community Development District**

Dear Ms. Burns & Members of the Selection Committee:

Hamilton Engineering & Surveying, Inc., (Hamilton) appreciates the opportunity to present our proposal for professional engineering services on a continuing basis for the Rhodine Road North Community Development District.

The Hamilton staff takes pride in our efforts to provide our local community with effective and timely professional services. Our extensive experience of engineering and surveying the Rhodine Road subdivision site makes the Hamilton team an ideal choice for providing these professional services. Our firm's qualifications, experience, key staff resumes and sub-consultant's firm information are included in the following submittal. I have included a brief description of our firm along with the Standard Forms No. 330.

Hamilton is ready to provide the professional commitment and dedication necessary to ensure that the goals of the Rhodine Road North CDD are met. We appreciate the opportunity to submit our qualifications.

Sincerely,

HAMILTON ENGINEERING & SURVEYING, INC.

A handwritten signature in blue ink, appearing to read "Bradley W. Kuhl", is written over a horizontal line.

Bradley W. Kuhl, PE
Vice President
Senior Project Manager

(813) 250-3535
bradk@hamiltonengineering.us

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Firm & Professional Information

Hamilton Engineering & Surveying, Inc. (Hamilton) established in 1989, is a civil engineering firm with offices in Tampa and Orlando, Florida. Hamilton provides clients with the highest quality site development design and permitting services while incorporating principles of sustainable design into our projects. We always look at designs that optimize site potential and utilize techniques that protect and conserve natural resources, remaining conscious of the project budget. This is why we have long-standing relationships with clients in every sector of the land development industry.

Our expertise is in supporting the site development process from planning and surveying, through design and construction administration. We handle all aspects of transportation, drainage and utilities, while always meeting client's goals and expectations.

In order to meet our client's needs, we often enlist the services of other specialists in the planning, transportation engineering, geotechnical engineering, and environmental consulting fields and work with various professional firms in the Tampa and Orlando areas, while always meeting clients goals and expectations.

Location

The work for this contract will be done primarily out of Hillsborough County in the Tampa office located near downtown Tampa at 3409 W. Lemon, Tampa, Florida 33617. Our main office number is 813-250-3535.

Past Performance

- Rhodine Road North Community Development District
Hillsborough County, 2018

Hamilton is currently providing interim District Engineering services to assist with the formation of the new 100-acre CDD comprising approximately 305 residential units. Current services include preparing legal descriptions, designs and specifications, exhibits, and preparation of the Capital Improvement Plan budget.

- Towne Park Community Development District
Polk County, 2018-Present

Hamilton has provided District Engineering consulting services for the Towne Park Community Development District for the past year. The District has been contracted and now includes approximately 438 acres, with a development of approximately 1,300 residential units and amenities. Engineering Services include preparing engineering reports, capital improvement plan budgets and reports; providing boundary surveys and exhibit: preparing plans, designs and specifications; and construction administration as needed.

Firm Services

Engineering Services:

- Site Development Design
- Roadway Design
- Stormwater and Drainage Systems
- Due Diligence Studies
- Drainage Basin Studies
- Flood Plain Studies
- FEMA Map Amendments
- GIS and Geospatial Analysis
- Cost Estimating
- Design Review
- Permitting
- Construction Observation
- Construction Administration
- Engineering Record Drawings
- Pavement Management
- Presentations and Public Meetings
- Expert Witness
- Professional Surveying & Mapping

Survey Services:

- Boundary & Topographic Surveys
- ALTA Surveys
- Platting
- Right of Way Mapping
- Subsurface Utility Mapping
- Utility coordination
- 3-D Laser Scanning
- Construction layout
- As-built Surveys
- Control Surveys
- Legal Descriptions
- Title Reviews
- Expert Witness

Company Philosophy for Time & Budget Requirements

Hamilton is committed to bringing practical, cost-effective solutions to the land development process by meeting our client's needs. We do what is necessary to provide professional services in a timely manner to meet our client's expectations. Our goal is to help improve our community through our efforts and expertise.

Hamilton is a team of engineers and surveyors who have been serving Central Florida in various capacities for over 20 years. Although each principal have earned reputations individually with other firms, we are now working together with Franklin, Hart & Reid to build a better community.

The firm principals are:

Jack S. Hamilton, Jr., P.E., Owner
Michael Hardy, P.E., Owner
Lucas Carlo, P.E., Sr. Vice President
Brad Kuhl, P.E., V.P. Sr. Project Manager
Richard Boydack, P.E., V.P. Director of Design
David Reid, P.E., V.P. Director of Orlando Engineering
Aaron Murphy, P.S.M., V.P. Director of Surveying

Resources & Technology

Our engineering and surveying departments utilize AutoCAD Civil 3D, WaterCAD, and AdICPR.

The use of this software gives us the ability to model 3D surfaces, intelligent pipe networks, integrated hydraulic and hydrological analysis for stormwater management, produce dynamic quantity of takeoffs and earthwork calculations.

Our firm offers many more software solutions. Keeping up with the latest tech will enhance our success in the industry by staying relevant and competitive in the market. Our philosophy is to give our team the right tools to get the job done right.

Engineering Team

Brad Kuhl, P.E. is a Principal and the Senior Project Manager in responsible charge of the Hamilton Engineering Team. Mr. Kuhl has extensive experience on major public works, commercial and subdivision projects. Projects include Cypress Creek Subdivision in Hillsborough County, Zephyr Lakes CDD in Zephyrhills, Panacea aka Woodlands Subdivision in North Port, and Traditions Subdivision in Winter Haven.

Brad Kuhl, P.E. has been working in Hillsborough County with several consulting firms since 2003. He has extensive water management and permitting experience, including working at the Southwest Florida Water Management District. He has maintained excellent working relationships with the local governments and regulatory agencies. Mr. Kuhl has his Bachelor of Science in Civil Engineering and a Master of Science in Engineering Management from the University of South Florida.

All of the design and production work for our projects is performed in our Tampa office.

Our **Engineering Team** is comprised of the following Hamilton staff:

Bradley W. Kuhl, P.E.	Vice President, Sr. Project Manager
Richard S. Boydack, P.E.	Vice President, Director of Design
Ryan McCaffrey	Planning & Zoning Project Manager
Jamie Hamilton, E.I.	Project Engineer
Brandan Laxton	Civil Design Technician

Minority Business Enterprise

We do not qualify as a Certified Minority Business enterprise at this time.

Current and Projected Workload

As a mid-sized firm, we are constantly working our way through projects both large and small. We maintain an efficient staffing level to ensure a high level of client satisfaction while meeting their needs. We are a growing firm, with a significant number of senior staff and registered professionals. Hamilton has the core staff necessary to provide the professional services required. The significant benefit is that the district will receive the attention of the principals of the team, and we are committed to meeting the district's schedule on all of our assigned tasks.

Volume of Work Previously Awarded to Consultant by District

Rhodine Road North CDD is a newly formed District consisting of lands on the north side of Rhodine Road in Unincorporated Hillsborough. Hamilton provided engineering services for the preparation of the subdivision design plans, some of which has been permitted through various agencies. These services were developer-funded. As the interim District Engineer, Hamilton has provided consulting services for the preparation of the Master Project Engineer's Report and amendments to the CIP.

ARCHITECT - ENGINEER QUALIFICATIONS

PART I - CONTRACT-SPECIFIC QUALIFICATIONS

A. CONTRACT INFORMATION

1. TITLE AND LOCATION *(City and State)*

Rhodine Road North Community Development District

2. PUBLIC NOTICE DATE

3. SOLICITATION OR PROJECT NUMBER

B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE

Brad Kuhl, P.E., V.P., Sr. Project Manager

5. NAME OF FIRM

Hamilton Engineering & Surveying, Inc.

6. TELEPHONE NUMBER

813-250-3535

7. FAX NUMBER

813-250-3636

8. E-MAIL ADDRESS

BradK@HamiltonEngineering.US

C. PROPOSED TEAM

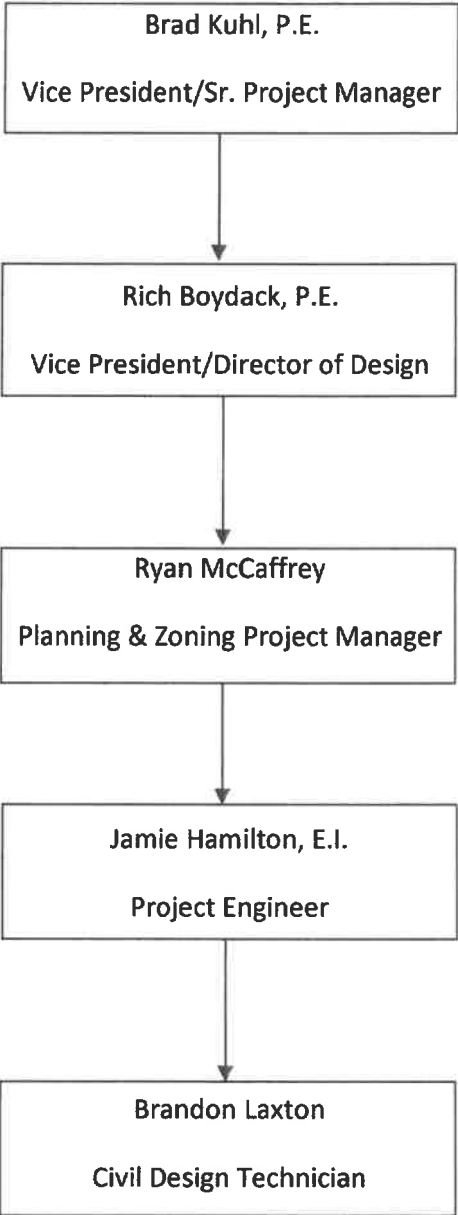
(Complete this section for the prime contractor and all key subcontractors.)

	(Check)			9. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT
	PRIME	J-V	PARTNER SUBCON- TRACTOR			
a.	✓			Hamilton Engineering & Surveying, Inc. <input type="checkbox"/> CHECK IF BRANCH OFFICE	3409 W. Lemon Street Tampa, FL 33609	Engineering Services
b.				 <input type="checkbox"/> CHECK IF BRANCH OFFICE		
c.				 <input type="checkbox"/> CHECK IF BRANCH OFFICE		
d.				 <input type="checkbox"/> CHECK IF BRANCH OFFICE		
e.				 <input type="checkbox"/> CHECK IF BRANCH OFFICE		
f.				 <input type="checkbox"/> CHECK IF BRANCH OFFICE		

D. ORGANIZATIONAL CHART OF PROPOSED TEAM

 (Attached)

Hamilton Engineering & Surveying, Inc. Organizational Chart



E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT*(Complete one Section E for each key person.)*

12. NAME	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
Bradley W. Kuhl	Civil Engineer	a. TOTAL 19	b. WITH CURRENT FIRM 4
15. FIRM NAME AND LOCATION <i>(City and State)</i> Hamilton Engineering & Surveying, Inc.			
16. EDUCATION <i>(Degree and Specialization)</i> B.S., Civil Engineering, University of South Florida, 2003 M.S., Engineering Management, University of South Florida, 2014		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> Professional Engineer No. 66591, Florida, 2007	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i> REIC, TBBA			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
Cypress Creek Subdivision, Hillsborough County, FL	2017	N/A
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm As Engineer of Record, oversaw the preparation of construction plans, prepared the stormwater master plan and the associated drainage calculations		
Zephyr Lakes Subdivision, City of Zephyrhills, FL	2018	N/A
b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm As Engineer of Record, oversaw the preparation of construction plans, prepared the stormwater master plan and the associated drainage calculations for a 230-acre development for a 550 unit single-family development, ERP and City of Zephyrhills Permitting		
Panacea aka Woodlands, City of North Port, FL	2006	2009
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Project Engineer for 3,000-acre regional stormwater model for the 1000-acre single-family development, associated design included grading, ponds, and stormwater collection system, and ERP and City of North Port permitting		
Fieldstone, Manatee County, FL	2006	N/A
d. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Project Engineer for 1,700-acre preliminary regional stormwater model for a 660-unit multi/single-family development and associated design including grading, ponds, and stormwater collection system		
Hidden River Subdivision, City of Zephyrhills, FL	2017	2017
e. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Took over as Engineer of Record while the project was partially constructed, oversaw the completion of Phase 1 construction (119 single-family lots), and maintained existing permits/repermitted Phase 2 (204 single-family lots)		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT*(Complete one Section E for each key person.)*

12. NAME Richard Boydack	13. ROLE IN THIS CONTRACT Director of Design	14. YEARS EXPERIENCE a. TOTAL 28 b. WITH CURRENT FIRM 4	
15. FIRM NAME AND LOCATION <i>(City and State)</i> Hamilton Engineering & Surveying, Inc.			
16. EDUCATION <i>(Degree and Specialization)</i> B.S., Civil Engineering, University of Notre Dame		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> Professional Engineer No. 51550, Florida	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i> ICPR			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i> Rhodine Road Subdivision, Hillsborough County, FL	(2) YEAR COMPLETED PROFESSIONAL SERVICES 2017 CONSTRUCTION <i>(If applicable)</i> N/A	
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Engineer for project stormwater model for the 100-acre single-family development, associated design included grading, ponds, and stormwater collection system, and ERP and Hillsborough County permitting <input checked="" type="checkbox"/> Check if project performed with current firm		
(1) TITLE AND LOCATION <i>(City and State)</i> Riverstone Subdivision, City of Lakeland, FL	(2) YEAR COMPLETED PROFESSIONAL SERVICES 2017 CONSTRUCTION <i>(If applicable)</i> N/A	
b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Engineer for project stormwater model for the 450-acre single-family development, associated design included grading, ponds, and stormwater collection system, and ERP and City of Lakeland permitting <input checked="" type="checkbox"/> Check if project performed with current firm		
(1) TITLE AND LOCATION <i>(City and State)</i> Union Park Subdivision, Pasco County, FL	(2) YEAR COMPLETED PROFESSIONAL SERVICES 2016 CONSTRUCTION <i>(If applicable)</i> 2018	
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Engineer for project stormwater model for the single-family development, associated design included grading, ponds, and stormwater collection system, and ERP and Pasco County permitting <input checked="" type="checkbox"/> Check if project performed with current firm		
(1) TITLE AND LOCATION <i>(City and State)</i> Carlton Lakes West Subdivision, Hillsborough County, FL	(2) YEAR COMPLETED PROFESSIONAL SERVICES 2016 CONSTRUCTION <i>(If applicable)</i> 2018	
d. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Engineer for project stormwater model for the single-family development, associated design included grading, ponds, and stormwater collection system, and ERP and Pasco County permitting <input checked="" type="checkbox"/> Check if project performed with current firm		
(1) TITLE AND LOCATION <i>(City and State)</i> Forest Brooke (Southshore Bay) Subdivision, Hillsborough County, FL	(2) YEAR COMPLETED PROFESSIONAL SERVICES 2015 CONSTRUCTION <i>(If applicable)</i> 2018	
e. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Engineer for project stormwater model for the single-family development, associated design included grading, ponds, and stormwater collection system, and ERP and Pasco County permitting <input checked="" type="checkbox"/> Check if project performed with current firm		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT*(Complete one Section E for each key person.)*

12. NAME	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
Ryan McCaffrey	Planning & Zoning Project Manager	a. TOTAL 5	b. WITH CURRENT FIRM 5
15. FIRM NAME AND LOCATION <i>(City and State)</i> Hamilton Engineering & Surveying, Inc.			
16. EDUCATION <i>(Degree and Specialization)</i> B.A., Political Science, Minor in Geographic Information Science, Michigan State University, 2014 M.A., Urban and Regional Planning, University of South Florida, 2018		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i>	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i> American Planning Association, ESRI ArcGIS 10+ (7 years experience), Autodesk Civil 3D 2018 (4 years experience), Adobe Photoshop (3 years experience), Adobe Illustrator (6 years experience) ULI & TBBA			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i>		(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
Rhodine Rd Subdivision (Rhodine Road North CDD), Hillsborough County		2017	N/A
a.	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Drafted PD site plan and oversaw Preliminary Plat layout. Ensured compliance with PD zoning conditions of approval, Hillsborough County Comprehensive Plan and Land Development Code (LDC)		
Zephyr Lakes Subdivision, City of Zephyrhills, FL		2016	N/A
b.	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Managed MPUD Rezoning application, Drafted MPUD plan, presented application to City Planning Commission and City Council. Assisted the Engineer of Record through the permitting of construction plans		
Traditions Subdivision, Winter Haven, FL		2017	2018
c.	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Managed MPUD Rezoning application, Drafted MPUD plan, presented application to City Planning Commission and City Council. Assisted the Engineer of Record through the permitting of construction plans.		
Silverado Ranch Subdivision, City of Zephyrhills, FL		2014	2018
d.	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Managed MPUD Rezoning application, Drafted MPUD plan, presented application to City Planning Commission and City Council. Assisted the Engineer of Record through the permitting of construction plans. Managed Final Plat from review to recording.		
Timber Creek Subdivision, Hillsborough County, FL		2016	N/A
e.	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Drafted PD site plan and oversaw Preliminary Plat layout. Ensured compliance with PD zoning conditions of approval, Hillsborough County Comprehensive Plan and Land Development Code (LDC)		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT*(Complete one Section E for each key person.)*

12. NAME Jamie L. Hamilton	13. ROLE IN THIS CONTRACT Project Engineer	14. YEARS EXPERIENCE a. TOTAL 3 b. WITH CURRENT FIRM 2.5	
15. FIRM NAME AND LOCATION <i>(City and State)</i> Hamilton Engineering & Surveying, Inc., Tampa, FL			
16. EDUCATION <i>(Degree and Specialization)</i> B.S., Civil Engineering, Louisiana State University (2016)		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> E.I.	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i> ULI, TBBA & REIC			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i> Rhodine Road Subdivision (CDD), Hillsborough County, FL	(2) YEAR COMPLETED PROFESSIONAL SERVICES 2017 CONSTRUCTION <i>(If applicable)</i> N/A	
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Assisted Professional Engineer for project stormwater model for the 100-acre single-family development, associated design included grading, ponds, and stormwater collection system, and ERP and Hillsborough County permitting		
(1) TITLE AND LOCATION <i>(City and State)</i> Riverstone Subdivision, City of Lakeland, FL	(2) YEAR COMPLETED PROFESSIONAL SERVICES 2017 CONSTRUCTION <i>(If applicable)</i> N/A	
b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Assisted Professional Engineer for project stormwater model for the 450-acre single-family development, associated design included grading, ponds, and stormwater collection system, and ERP and City of Lakeland permitting		
(1) TITLE AND LOCATION <i>(City and State)</i> Union Park Subdivision, Pasco County, FL	(2) YEAR COMPLETED PROFESSIONAL SERVICES 2016 CONSTRUCTION <i>(If applicable)</i> 2018	
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Assisted Professional Engineer for project stormwater model for the single-family development, associated design included grading, ponds, and stormwater collection system, and ERP and Pasco County permitting		
(1) TITLE AND LOCATION <i>(City and State)</i> Carlton Lakes West Subdivision, Hillsborough County, FL	(2) YEAR COMPLETED PROFESSIONAL SERVICES 2016 CONSTRUCTION <i>(If applicable)</i> 2018	
d. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Assisted Professional Engineer for project stormwater model for the single-family development, associated design included grading, ponds, and stormwater collection system, and ERP and Pasco County permitting		
(1) TITLE AND LOCATION <i>(City and State)</i> Sherwood Manor Subdivision, Hillsborough County, FL	(2) YEAR COMPLETED PROFESSIONAL SERVICES 2016 CONSTRUCTION <i>(If applicable)</i> N/A	
e. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Assisted Professional Engineer for project stormwater model for the single-family development, associated design included grading, ponds, and stormwater collection system, and ERP and Pasco County permitting		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT*(Complete one Section E for each key person.)*

12. NAME	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
Brandon Laxton	Civil Design Technician	a. TOTAL 26	b. WITH CURRENT FIRM 1
15. FIRM NAME AND LOCATION <i>(City and State)</i> Hamilton Engineering & Surveying, Inc.			
16. EDUCATION <i>(Degree and Specialization)</i> B.S., Civil Engineering Technology, Tidewater Community College, Chesapeake, VA		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i>	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i> Autodesk Civil 3D 2018, Microstation V8 w/ GeoPak, MS Office, WaterCAD, SewerCAD, ESRI ArcGIS, InfraWorks, In-Roads, Project Wise			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i> Zephyr Lakes Subdivision, City of Zephyrhills, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2018	CONSTRUCTION <i>(If applicable)</i> N/A
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Responsible for complete development and coordination of construction documents for 550 single-family development. Improvements included roadways, sidewalk, multi-use path, bike lanes, signage and pavement markings.		
<input checked="" type="checkbox"/> Check if project performed with current firm		
(1) TITLE AND LOCATION <i>(City and State)</i> Storey Lake Blvd Phase 3 and Round-A-Bout, Osceola County, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2016	CONSTRUCTION <i>(If applicable)</i> N/A
b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Responsible for complete development and coordination of construction documents to construct a 240 ft. Dia., 2-lane round-a-nout with 2, 4-lane legs and 2, 2-lane legs. The design consisted of horizontal and vertical roadway layout, sidewalks, multi-use paths, ADA accessibility, bike lanes, signage and pavement markings.		
<input type="checkbox"/> Check if project performed with current firm		
(1) TITLE AND LOCATION <i>(City and State)</i> Storey Lake Blvd. & U.S. 192 Intersection Improvements, Osceola County	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2016	CONSTRUCTION <i>(If applicable)</i> N/A
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Responsible for complete development and coordination of construction documents to demolish and construct 1,000 LF of roadway, sidewalk, multi-use path, bike lanes, signage and pavement marking along the US 192 corridor.		
<input type="checkbox"/> Check if project performed with current firm		
(1) TITLE AND LOCATION <i>(City and State)</i> Volvo/Independence Round-A-Bout, Chesapeak, VA	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2015	CONSTRUCTION <i>(If applicable)</i> N/A
d. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Responsible for complete development and coordination of construction documents to reconstruct and intersection into a turbo round-a-bout including roadway, sidewalk, ADA accessibility, bike lanes, signage and pavement markings		
<input type="checkbox"/> Check if project performed with current firm		
(1) TITLE AND LOCATION <i>(City and State)</i> 43rd Street Improvements	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2012	CONSTRUCTION <i>(If applicable)</i> 2015
e. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Responsible for complete development and coordination of documents to demolish and construct 3,000 LF of roadway, sidewalk, multi-use path, ADA accessibility, bike lanes, signage, roadway lighting and pavement markings.		
<input type="checkbox"/> Check if project performed with current firm		

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 2				
21. TITLE AND LOCATION (City and State) Towne Park CDD, City of Lakeland, Florida	22. YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES</td> <td>CONSTRUCTION <i>(If applicable)</i></td> </tr> <tr> <td>2015</td> <td>N/A</td> </tr> </table>		PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>	2015	N/A
PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>					
2015	N/A					

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Various Owners	b. POINT OF CONTACT NAME Rennie Heath	c. POINT OF CONTACT TELEPHONE NUMBER 863-412-5300
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i>		

Hamilton is currently providing District Engineering services for the new 450-acre CDD comprising approximately 1,300 single-family residential units. Current services include preparing legal descriptions, exhibits, and preparation of the Capital Improvement Plan budget. Hamilton has also been contracted by the developer to design and permit the construction plans through the City of Lakeland, Polk County, SWFWMD, and the FDEP.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Hamilton Engineering & Surveying, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Tampa, Florida	(3) ROLE Engineering Services
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 1
21. TITLE AND LOCATION (City and State) Rhodine Road Subdivision, Hillsborough County	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) N/A

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Various Owners	b. POINT OF CONTACT NAME Rennie Heath	c. POINT OF CONTACT TELEPHONE NUMBER 863-412-5300
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Hamilton is currently providing interim District Engineering services to assist with the formation of the new 101-acre CDD comprising approximately 400 single-family residential units. Current services include preparing legal descriptions, exhibits, and preparation of the Capital Improvement Plan budget. Hamilton has also been contracted by the developer to design and permit the construction plans through Hillsborough County, SWFWMD, the FDEP, and Hillsborough County EPC.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Hamilton Engineering & Surveying, Inc.	(2) FIRM LOCATION (City and State) Tampa, Florida	(3) ROLE Engineering Services
b.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 3		
21. TITLE AND LOCATION (City and State) Zephyr Lakes Subdivision, City of Zephyrhills, Florida	22. YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES 2016</td> <td>CONSTRUCTION (If applicable) N/A</td> </tr> </table>		PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) N/A
PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) N/A			

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Dune FL Land I Sub, LLC	b. POINT OF CONTACT NAME Mike Lawson	c. POINT OF CONTACT TELEPHONE NUMBER 813-288-8078
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)

Hamilton has also been contracted by the developer to design and permit the construction plans for a 220-acre 550 single-family residential development through the City of Zephyrhills, Pasco County, SWFWMD, and the FDEP. The Zephyr Lakes Subdivision is a CDD, however, Hamilton is not the District engineer. Hamilton has provided the District with services including legal descriptions and exhibits.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Hamilton Engineering & Surveying, Inc.	(2) FIRM LOCATION (City and State) Tampa, Florida	(3) ROLE Engineering Services
b.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 4				
21. TITLE AND LOCATION (City and State) Silverado Ranch Subdivision, City of Zephyrhills, Florida		22. YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES</td> <td>CONSTRUCTION (If applicable)</td> </tr> <tr> <td>2014</td> <td>N/A</td> </tr> </table>	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	2014	N/A
PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)					
2014	N/A					

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Dune FL Land I Sub, LLC	b. POINT OF CONTACT NAME Mike Lawson	c. POINT OF CONTACT TELEPHONE NUMBER 813-288-8078
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i>		

Hamilton has also been contracted by the developer to design and permit the construction plans for a 280-acre 550 single-family residential development through the City of Zephyrhills, Pasco County, SWFWMD, and the FDEP. The Silverado Ranch Subdivision is a CDD, however, Hamilton is not the District engineer. Hamilton has provided the District with services including legal descriptions and exhibits.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Hamilton Engineering & Surveying, Inc.	(2) FIRM LOCATION (City and State) Tampa, Florida	(3) ROLE Engineering Services
b.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 5
21. TITLE AND LOCATION (City and State) Forest Brooke aka Southshore Bay, Hillsborough County, Florida	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2014	CONSTRUCTION (If applicable) N/A

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Dune FL Land I Sub, LLC	b. POINT OF CONTACT NAME Mike Lawson	c. POINT OF CONTACT TELEPHONE NUMBER 813-288-8078
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Hamilton has also been contracted by the developer to design and permit the construction plans for a 280-acre 550 single-family residential development through Hillsborough County, SWFWMD, Hillsborough County EPC, and the FDEP. The Forest Brooke Subdivision is a CDD, however, Hamilton is not the District engineer. Hamilton has provided the District with services including legal descriptions and exhibits.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Hamilton Engineering & Surveying, Inc.	(2) FIRM LOCATION (City and State) Tampa, Florida	(3) ROLE Engineering Services
b.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 6				
21. TITLE AND LOCATION (City and State) Union Park East, Pasco County, Florida		22. YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES</td> <td>CONSTRUCTION (If applicable)</td> </tr> <tr> <td>2016</td> <td>2018</td> </tr> </table>	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	2016	2018
PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)					
2016	2018					

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Dune FL Land I Sub, LLC	b. POINT OF CONTACT NAME Mike Lawson	c. POINT OF CONTACT TELEPHONE NUMBER 813-288-8078
--	--	---

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Hamilton has also been contracted by the developer to design and permit the construction plans for a 420-acre 845 single-family residential development through Pasco County, SWFWMD, and the FDEP. The Union Park Subdivision is a CDD, however, Hamilton is not the District engineer. Hamilton has provided the District with services including legal descriptions and exhibits.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Hamilton Engineering & Surveying, Inc.	(2) FIRM LOCATION (City and State) Tampa, Florida	(3) ROLE Engineering Services
b.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 7				
21. TITLE AND LOCATION (City and State) Carlton Lakes West, Hillsborough County, Florida	22. YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES</td> <td>CONSTRUCTION (If applicable)</td> </tr> <tr> <td>2016</td> <td>2018</td> </tr> </table>		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	2016	2018
PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)					
2016	2018					

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Eisenhower Property Group, LLC	b. POINT OF CONTACT NAME Jeff Hills	c. POINT OF CONTACT TELEPHONE NUMBER 813-321-1502
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i>		

Hamilton has also been contracted by the developer to design and permit the construction plans for a 130-acre 443 single-family residential development through Hillsborough County, SWFWMD, Hillsborough County EPC, and the FDEP.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Hamilton Engineering & Surveying, Inc.	(2) FIRM LOCATION (City and State) Tampa, Florida	(3) ROLE Engineering Services
b.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 8
21. TITLE AND LOCATION (City and State) Sherwood Manor, Hillsborough County, Florida	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) N/A

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Eisenhower Property Group, LLC	b. POINT OF CONTACT NAME Jeff Hills	c. POINT OF CONTACT TELEPHONE NUMBER 813-321-1502
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Hamilton has also been contracted by the developer to design and permit the construction plans for a 115-acre 3400 single-family residential development through Hillsborough County, SWFWMD, Hillsborough County EPC, and the FDEP. The Sherwood Manor Subdivision is a CDD, however, Hamilton is not the District engineer. Hamilton has provided the District with services including legal descriptions and exhibits.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Hamilton Engineering & Surveying, Inc.	(2) FIRM LOCATION (City and State) Tampa, Florida	(3) ROLE Engineering Services
b.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 9
21. TITLE AND LOCATION (City and State) Timber Creek Subdivision, Hillsborough County, Florida	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2016	CONSTRUCTION (if applicable) N/A

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Eisenhower Property Group, LLC	b. POINT OF CONTACT NAME Jeff Hills	c. POINT OF CONTACT TELEPHONE NUMBER 813-321-1502
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Hamilton has also been contracted by the developer to design and permit the construction plans for a 90-acre 380 single-family residential development through Hillsborough County, SWFWMD, Hillsborough County EPC, and the FDEP.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Hamilton Engineering & Surveying, Inc.	(2) FIRM LOCATION (City and State) Tampa, Florida	(3) ROLE Engineering Services
b.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 10		
21. TITLE AND LOCATION (City and State) Timber Creek Subdivision, City of Winter, Florida	22. YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES 2017</td> <td>CONSTRUCTION (If applicable) 2018</td> </tr> </table>		PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) 2018
PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) 2018			

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER LENNAR Homes, LLC	b. POINT OF CONTACT NAME Rob Bonen	c. POINT OF CONTACT TELEPHONE NUMBER 407-586-4072
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i>		

Hamilton was contracted by the developer to design and permit the construction plans for a 78 single-family attached residential development through the City of Winter Haven, SWFWMD, , and the FDEP.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Hamilton Engineering & Surveying, Inc.	(2) FIRM LOCATION (City and State) Tampa, Florida	(3) ROLE Engineering Services
b.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE

[illegible]

29. EXAMPLE PROJECTS KEY

NUMBER	TITLE OF EXAMPLE PROJECT <i>(From Section F)</i>	NUMBER	TITLE OF EXAMPLE PROJECT <i>(From Section F)</i>
1	Rhodine Road Subdivision	6	Union Park Subdivision
2	Towne Park CDD	7	Carlton Lakes West
3	Zephyr Lakes Subdivision	8	Sherwood Manor
4	Silverado Ranch Subdivision	9	Timber Creek
5	Forest Brooke (Sunshine Village)	10	Traditions

H. ADDITIONAL INFORMATION

30. PROVIDE ANY ADDITIONAL INFORMATION REQUESTED BY THE AGENCY. ATTACH ADDITIONAL SHEETS AS NEEDED.

I. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

31. SIGNATURE



32. DATE

1/25/19

33. NAME AND TITLE

BRAD KUHL, PE VP

1. SOLICITATION NUMBER (If any)

(If a firm has branch offices, complete for each specific branch office seeking work.)

8a. FORMER FIRM NAME(S) (If any)	8b. YEAR ESTABLISHED	8c. UNIQUE ENTITY IDENTIFIER

11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS (Insert revenue index number shown at right)		PROFESSIONAL SERVICES REVENUE INDEX NUMBER	
a. Federal Work	3	1. Less than \$100,000	6. \$2 million to less than \$5 million
b. Non-Federal Work	6	2. \$100,000 to less than \$250,000	7. \$5 million to less than \$10 million
c. Total Work	6	3. \$250,000 to less than \$500,000	8. \$10 million to less than \$25 million
		4. \$500,000 to less than \$1 million	9. \$25 million to less than \$50 million
		5. \$1 million to less than \$2 million	10. \$50 million or greater

The foregoing is a statement of facts.

c. NAME AND TITLE
Brad Kuhl, P.E., V.P., Sr. Project Manager

ENGINEERING SERVICES FOR:

THE RHODINE ROAD NORTH COMMUNITY DEVELOPMENT DISTRICT



cph

5601 Mariner Street Suite 105
Tampa, FL 33609
Phone: 813.288.0233
Fax: 813.288.0433
info@cphcorp.com

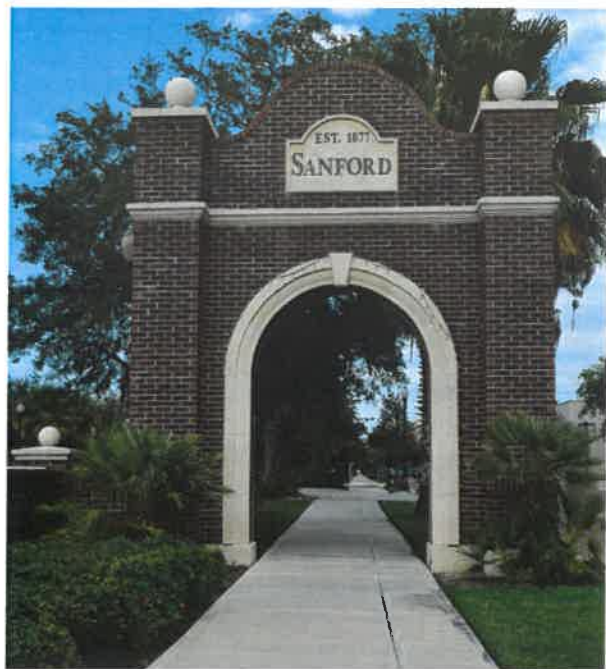


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 - C. CPH's Willingness to Meet Time and Budget Requirements
 - D. Minority Business Enterprise
 - E. Office Location
 - F. Current and Projected Workloads
 - G. Volume of Work Previously Awarded by The District



January 28, 2019

Jill Burns
Governmental Management Services -
Central Florida, LLC
Rhodine Road North CDD
125 West Central Boulevard, Suite 320
Orlando, Florida 32801



5601 Mariner Street
Suite 105
Tampa, FL 33609
Phone: 813.288.0233
Fax: 813.288.0433
info@cphcorp.com

Re: Engineering Services

Dear Selection Committee Members:

CPH, Inc. (CPH) is pleased to respond to the Rhodine Road North Community Development District's (the District) Request for Qualifications for Professional Engineering Services. CPH has provided municipal consulting services since our inception in Florida in 1981. We have since grown to numerous offices with a combined staffing level of 240+ employees, and have fully staffed office in nearby Tampa. We have maintained an office in Tampa since 2002, with established continuing service contracts with numerous local CDDs. We are certain that CPH exceeds the Rhodine Road North Community Development District's qualification requirements for the following reasons:

CPH's Ability to Meet the Clearwater Cay Community Development District's Requirements Are Unmatched. CPH is a multi-disciplinary engineering firm recognized for providing superior quality services to our clients in an efficient and effective manner. The selection of the CPH team results in cost savings on projects assigned due to the ability to coordinate in-house on numerous services. CPH has been providing consulting services for over 37 years; we believe that this experience is imperative to successfully execute the wide variety of projects that this contract may bestow. With our multi-disciplinary staff and nearby office in Tampa; CPH is eager and ready to provide services for any project that may arise under this contract, including stormwater and drainage, roadway, utilities, architecture, natural resources/ecological, structural, landscape and irrigation. Our staff understands the importance of cost-effective project planning and project results. Our vast experience serving other CDD's provides CPH with the understanding of the District's needs and how to work with the community.

Experience Working Under Continuing Contracts: We have worked with many of our clients for 35+ years. [We are currently serving the following Community Development Districts: Heritage Bay CDD, Habitat CDD, Heritage Oak Park CDD, Lakewood Ranch CDD, Dunes CDD; and the following water districts: Toho Water Authority, Key Largo Wastewater Treatment District, Valencia District, and Englewood Water District.](#) We are also currently serving local municipalities that include Collier County, Tampa, Dunedin, Grand Haven, Largo, Naples, Pinellas County, and Temple Terrace to name a few, under continuing services contracts. This extensive local background experience, teamed with the extensive knowledge of our personnel, will allow the CPH team to provide the Rhodine Road North Community Development District with quality and on-time projects.

CPH routinely provides a variety of services to our CDD clients under continuing contracts allowing for the development of a long term relationship with extensive experience throughout these communities. CPH's Stormwater, Survey, and Environmental Departments have recently assisted numerous CDD's with lake/pond analysis and management as well as emergency bank stabilization and assistance working with FEMA after Hurricane Irma.



Experience: CPH has assembled a vastly diverse and highly qualified team with experience in all discipline areas requested by the Rhodine Road North Community Development District. Our team is capable of providing services for every project that will emerge under this contract. CPH realizes and understands that each project has its individual characteristics and will need specialized expertise. Therefore, CPH has assembled a team composed of engineers, environmental scientists, contractors, inspectors, surveyors, and administrative staff; which will bring a significant assortment of knowledge to the contract. Additionally, CPH understands the unique needs of working with a CDD Board to keep the Community well informed and "in-mind" when developing our plans. All projects are thoughtfully planned out and well communicated to ensure that impacts to the residences are minimized.

Budget and Schedule: CPH places a high level of emphasis on meeting or exceeding the District's goals. The team understands the significance of completing projects on schedule and within budget. In order to ensure a cost-effective, timely, and successful project, CPH's Program Manager Jeffrey M. Satfield, P.E., will be responsible for ensuring that each project is properly performed and exceeds the expectations and standards of the Rhodine Road North Community Development District. Mr. Satfield has served as Program Manager for numerous local CDD's, and is efficient at problem solving with the Districts to create a project that is both appealing to the eye and cost effective. CPH has qualified team members that have proven through our recent projects for local CDD's that we can provide the District with the responsive and cost-effective service the District needs and wants.

We believe that our team, its management, and its individual staff members are well respected by the clients we serve, and by the various regulatory agencies that have many occasions to review our work. **Our team can provide the full-service, turn-key capabilities required for the successful completion of projects for the District.** We appreciate the opportunity to submit our qualifications and look forward to working with the Rhodine Road North Community Development District.

Sincerely,
CPH, Inc.

A handwritten signature in blue ink, reading 'David A. Gierach', is written over a faint, light blue circular watermark or seal.

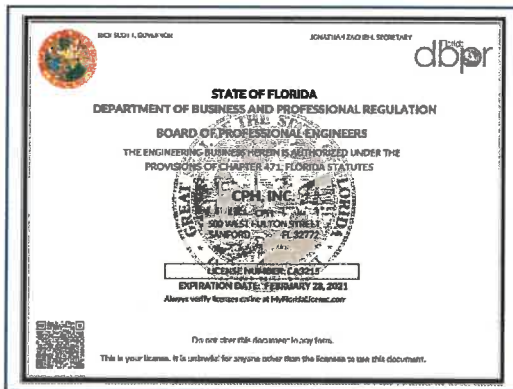
David A. Gierach, P.E., CGC
President

APPLICABLE FEDERAL, STATE, AND LOCAL LICENSES

CPH LICENSES

2

PROFESSIONAL ENGINEERS



ARCHITECTURE



LANDSCAPE ARCHITECTS



SURVEYORS & MAPPERS



State of Florida Department of State

I certify from the records of this office that CPH, INC. is a corporation organized under the laws of the State of Florida, filed on March 6, 1981. The document number of this corporation is F22258.

I further certify that said corporation has paid all fees due this office through December 31, 2019, that its most recent annual report from business report was filed on January 2, 2019, 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 second day of January, 2019

Ken Dutton
Secretary of State

Tracking Number: C66100024

To authenticate this certificate, visit the following URL: the number, and then follow the instructions displayed.

<https://www.myfloridalegal.com/Certificates/ObtainCertificateAuthentication>

ARCHITECT - ENGINEER QUALIFICATIONS

PART I - CONTRACT-SPECIFIC QUALIFICATIONS

A. CONTRACT INFORMATION

1. TITLE AND LOCATION (City and State)
ENGINEERING SERVICES,
HILLSBOROUGH COUNTY, FL

2. PUBLIC NOTICE DATE
1/4/19

3. SOLICITATION OR PROJECT NUMBER
N/A

B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE
DAVID A. GIERACH, P.E., CGC

5. NAME OF FIRM
CPH, INC.

6. TELEPHONE NUMBER
813.288.0233

7. FAX NUMBER
813.288.0433

8. E-MAIL ADDRESS
info@cphcorp.com

C. PROPOSED TEAM

(Complete this section for the prime contractor and all key subcontractors.)

(Check)				9. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT
PRIME	J-V	SUBCON-TRACTOR				
a.	<input checked="" type="checkbox"/>			CPH, Inc. <input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE	5601 Mariner Street Suite 105 Tampa, FL 33609	Engineering, Stormwater, Utilities, Transportation, Landscape, M/E/P Engineering, Construction Administration, Structural Engineering
b.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
c.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
d.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
e.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
f.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		

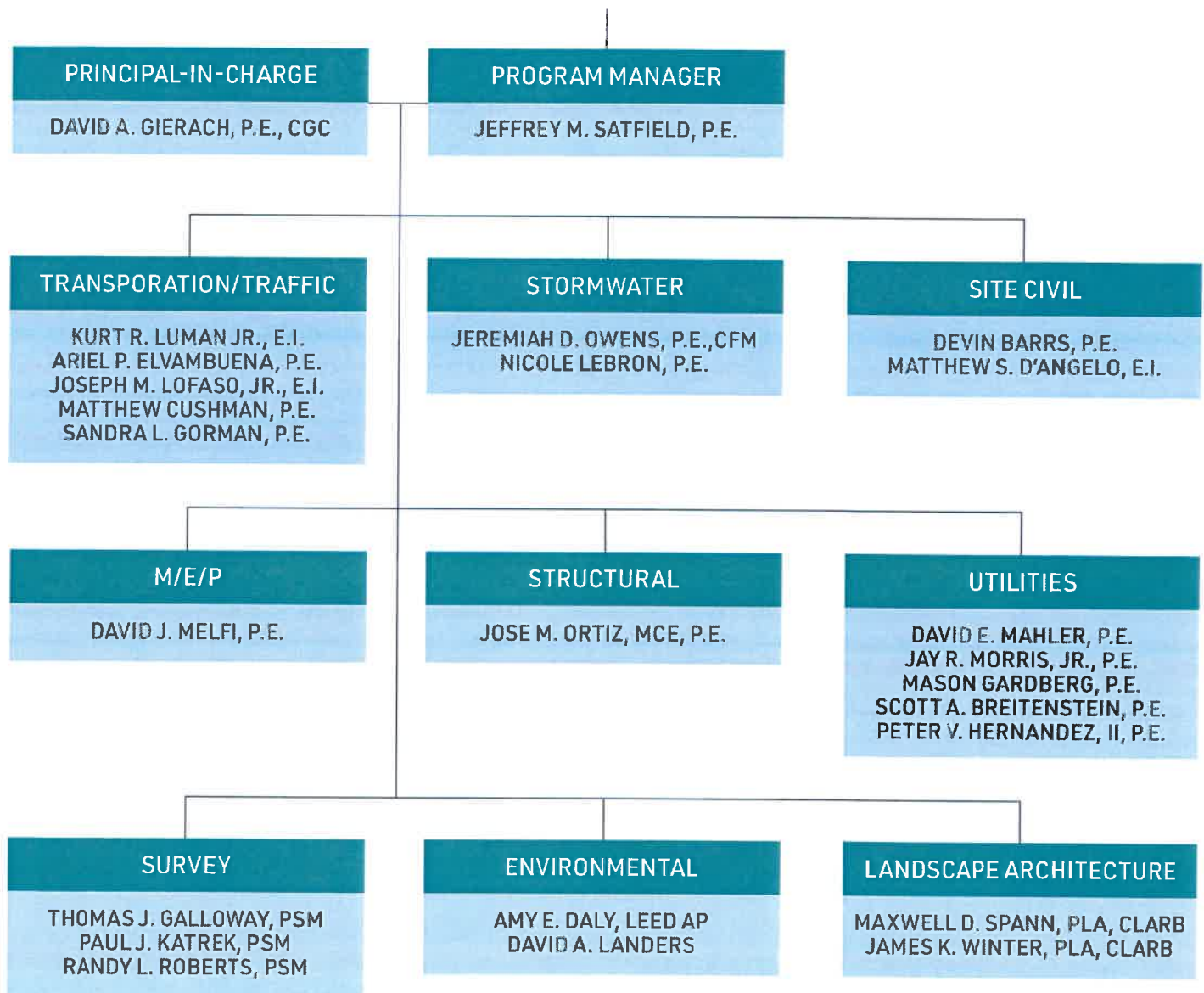
D. ORGANIZATIONAL CHART OF PROPOSED TEAM

☒ See Next Page

D. ORGANIZATIONAL CHART OF PROPOSED TEAM

CPH has assembled a vastly diverse and highly qualified team with experience in all discipline areas requested by the Rhodine Road North CDD. Our team is capable of providing services for every project that will emerge under this contract. The CPH Team Organizational Chart (provided below) depicts the overall reporting and communication hierarchy as well as project roles and responsibilities in relation to the District's scope of services.

THE RHODINE ROAD NORTH COMMUNITY DEVELOPMENT DISTRICT



E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME David A. Gierach, P.E., CGC	13. ROLE IN THIS CONTRACT Principal-in-Charge	14. YEARS EXPERIENCE <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">a. TOTAL 34</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">b. WITH CURRENT FIRM 30</td> </tr> </table>		a. TOTAL 34	b. WITH CURRENT FIRM 30
a. TOTAL 34	b. WITH CURRENT FIRM 30				
15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Sanford, FL					
16. EDUCATION (DEGREE AND SPECIALIZATION) B.S. in Environmental Engineering, University of Florida		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer – FL (No. 38642) General Contractor License – FL (No. 060789)			
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)					

19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	Volusia-Sanford Reclaimed Interconnect Volusia County & Seminole County, FL	PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2014
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Principal-in-Charge - This project is for the extension of the City of Sanford's existing reclaimed water system across the St. Johns River into Volusia County. The Project included construction of new reclaimed water main starting at Wayside Park in Seminole Co. and ending near the Lake Monroe Park entrance in Volusia Co.		
	Sand Pond Road and Skyline Drive Lake Mary, FL	PROFESSIONAL SERVICES 2011	CONSTRUCTION (If applicable) 2012
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Principal-in-Charge - 1.25 mile project also included minor roadway widening, turn lane improvements, horizontal and vertical curve reconstruction, milling and resurfacing, new sidewalk on both sides of the road, retaining wall, and the extension of existing Skyline Drive approximately 1100-feet.		
	Lake Mary Road Reclamation and Paving Project Lake Mary, FL	PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2013
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Principal-in-Charge - CPH provided roadway design improvements to approximately 44,000 feet of roadway throughout the city. The City's Pavement Condition Survey was reviewed by CPH and each location was evaluated to access which level of rehabilitation would be required by the City. Each proposed location was rehabilitated using one of the following proposed methods: Full Depth Reclamation, Milling and Resurfacing, Double Microsurfacing, Cape Seal, Cold Mix Open-Graded Pavement or Fog Seal.		
	US 17/92 Riverwalk Phases II and III (FDOT LAP) Sanford, FL	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) Ongoing
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Principal-in-Charge - Phase II of this project included 1.5 miles of 10-14 foot wide trail, replacement of 5,500 feet of seawall along Lake Monroe, trail head parking, a prefabricated pedestrian bridge over Mill Creek, hardscaping, landscaping, and lighting. Phase III involves planning, survey, and design services for a 1.7 mile extension to an existing trail. This project followed the complete streets design elements with the provision of a Multi-Use Trail, Roadway safety improvements, Traffic Calming design, Roadway & Trail Lighting, Utility Design, Structural Seawall Design, Drainage Improvements/Design, Irrigation Design, Beautification, Hardscape and Landscape Design, Scenic Overlooks of Lake Monroe, Way-finding Design, Pedestrian Mid-Block Crossings (Rectangular Rapid Flashing Beacons), Traffic Studies, Survey, and Wetland Mitigation. The current estimated construction cost of \$20 Million is funded through a Local Joint Project Agreement between the City of Sanford, Seminole County and the FDOT.		
	Mill Creek and Cloud Branch Drainage Improvements Sanford, FL	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) Ongoing
e.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Principal-in-Charge - The Mill Creek and Cloud Branch drainage basins are approximately 1,980 acres located within the northwestern portion of the City and drain through existing developed residential and industrial areas to Lake Monroe, which is a part of the St. Johns River. CPH's services included reviewing earlier reports, conducting field visits, gathering updated information, interviewing City and County staff, reviewing jurisdictional considerations, and establishing an existing condition and proposed improvements stormwater modeling report that was used to obtain an Individual MSSW Permit from the SJRWMD.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Jeffrey M. Satfield, P.E.		13. ROLE IN THIS CONTRACT Program Manager		14. YEARS EXPERIENCE <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">a. TOTAL</td> <td style="width: 50%; border: none;">b. WITH CURRENT FIRM</td> </tr> <tr> <td style="border: none; text-align: center;">22</td> <td style="border: none; text-align: center;">16</td> </tr> </table>		a. TOTAL	b. WITH CURRENT FIRM	22	16
a. TOTAL	b. WITH CURRENT FIRM								
22	16								
15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Tampa, FL									
16. EDUCATION (DEGREE AND SPECIALIZATION) B.S. in Environmental Engineering, University of Central Florida			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer – FL (No. 61905)						
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)									
19. RELEVANT PROJECTS									
a.	(1) TITLE AND LOCATION (City and State) Heritage Bay CDD - Continuing Services Contract Naples, FL		(2) YEAR COMPLETED <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">PROFESSIONAL SERVICES</td> <td style="width: 50%; border: none;">CONSTRUCTION (If applicable)</td> </tr> <tr> <td style="border: none; text-align: center;">Ongoing</td> <td style="border: none; text-align: center;">Ongoing</td> </tr> </table>			PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	Ongoing	Ongoing
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)							
	Ongoing	Ongoing							
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Principal-in-Charge - CPH has been providing continuing Engineering services to the Heritage Bay Community Development District since 2016. Projects have included roadway, stormwater, and environmental services. The team has provided services that include engineering, landscape architecture, architecture, planning, surveying, environmental science, and construction administration.									
b.	(1) TITLE AND LOCATION (City and State) Habitat CDD - Lake Management and Stormwater System Analysis Fort Myers, FL		(2) YEAR COMPLETED <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">PROFESSIONAL SERVICES</td> <td style="width: 50%; border: none;">CONSTRUCTION (If applicable)</td> </tr> <tr> <td style="border: none; text-align: center;">2016</td> <td style="border: none; text-align: center;">Ongoing</td> </tr> </table>			PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	2016	Ongoing
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)							
	2016	Ongoing							
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Manager - CPH was responsible for conducting inspections and the analysis of stormwater management systems, lakes and wetland preserve areas. Considerations included permit compliance, proper system function and safety and aesthetic concerns for the residents and the District. Resultant assessment reports included identification and documentation of problems or concerns along with options and recommendations for corrective action, priorities and cost estimates for budgeting purposes. Also included are recommended routine maintenance actions, schedules and budgets.									
c.	(1) TITLE AND LOCATION (City and State) Monroe Street/Huntley Ave. Roadway/Streetscape/Waterline Dunedin, FL		(2) YEAR COMPLETED <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">PROFESSIONAL SERVICES</td> <td style="width: 50%; border: none;">CONSTRUCTION (If applicable)</td> </tr> <tr> <td style="border: none; text-align: center;">2015</td> <td style="border: none; text-align: center;">Ongoing</td> </tr> </table>			PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	2015	Ongoing
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)							
	2015	Ongoing							
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Manager - CPH provided engineering services for the Streetscape and Roadway/ADA Improvement project for the City of Dunedin. The improvement project consisted of two connections to the Pinellas Trail, allowing pedestrians and bicyclist to move from the Trail to the Huntley Avenue corridor. In addition, the project included: parallel/angled parking within the right-of-way, new sidewalks on both sides of the road, drainage evaluation, a new water main along Huntley Avenue that connected to existing water mains along Monroe Street and Washington Street. CPH services included planning, roadway, drainage, utility, traffic, landscaping, irrigation, survey and permitting									
d.	(1) TITLE AND LOCATION (City and State) Cape Coral SE 47th Terrace Streetscape Improvements Cape Coral, FL		(2) YEAR COMPLETED <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">PROFESSIONAL SERVICES</td> <td style="width: 50%; border: none;">CONSTRUCTION (If applicable)</td> </tr> <tr> <td style="border: none; text-align: center;">2016</td> <td style="border: none; text-align: center;">Ongoing</td> </tr> </table>			PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	2016	Ongoing
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)							
	2016	Ongoing							
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Engineer - CPH provided design and construction engineering services for the streetscape improvements of SE 47th Terrace from Coronado Parkway to Del Prado Blvd. The improvements will include sidewalks with pavers, landscaping, road reconstruction, removal of on-street parking, off-street parking modifications, streetlights, traffic analysis and calming, raised mid-block pedestrian crossings, street furniture, ADA improvements, and drainage modifications/upgrades.									
e.	(1) TITLE AND LOCATION (City and State) Alhambra Drive Utility Replacements and Drainage Rehabilitation Project		(2) YEAR COMPLETED <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">PROFESSIONAL SERVICES</td> <td style="width: 50%; border: none;">CONSTRUCTION (If applicable)</td> </tr> <tr> <td style="border: none; text-align: center;">2013</td> <td style="border: none; text-align: center;">2013</td> </tr> </table>			PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	2013	2013
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)							
	2013	2013							
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Manager – CPH provided fulltime inspection services during construction, through Substantial and Final Completion. CPH was responsible for monitoring schedules, reviewing contract changes/pay applications and contractor change order requests and preparing responses to RFI's and or cost estimates as required. The project included construction of a deep gravity sewer system, replacing the sewer laterals and connection of the existing homes, replacement of the water main along with the existing water services and reconnecting the homes, reconstruction of the storm sewer system, complete construction of the existing road including stabilized sub-base, base and asphalt surface course, construction of sidewalk and restoration of the ROW.									

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Jeremiah D. Owens, P.E., CFM	13. ROLE IN THIS CONTRACT Project Engineer (Stormwater)	14. YEARS EXPERIENCE <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">a. TOTAL 17</td> <td style="width: 50%; text-align: center;">b. WITH CURRENT FIRM 13</td> </tr> </table>		a. TOTAL 17	b. WITH CURRENT FIRM 13
a. TOTAL 17	b. WITH CURRENT FIRM 13				
15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Sanford/DeLand, FL					
16. EDUCATION (DEGREE AND SPECIALIZATION) B.S in Civil Engineering, Louisiana Tech University		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer - FL (No. 65037) Certified Floodplain Manager			
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)					

19. RELEVANT PROJECTS

a.	(1) TITLE AND LOCATION (City and State) Earl Brown Park Improvements DeLand, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES 2013</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) 2013</td> </tr> </table>		PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) 2013
PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) 2013				
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Engineer - CPH was awarded the Earl Brown Park improvements project which will include stormwater, site design, minor roadway improvements, and parking lot design. CPH will be responsible for site and stormwater design for the Wayne Sanborn Senior Center replacement project (and related parking), parking lot serving Spec Martin Stadium, parallel parking and traffic calming along Alabama Ave., an amphitheater, basketball courts, restroom/concession building, playground area, and a hardscaped entryway feature.				
b.	(1) TITLE AND LOCATION (City and State) Springhill Boys and Girls Club DeLand, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES 2012</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) 2012</td> </tr> </table>		PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2012
PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2012				
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Engineer - CPH provided architectural and engineering services for the new Boys and Girls Club building constructed in Spring Hill. U.S. Rep. John Mica rallied for approximately 5 years to raise funds and approval for the new building. CPH designed a 2,700 sq. ft. free-standing masonry building with a pre-engineered wood truss roof with architectural fiberglass shingle roofing. The Building is twice the size of the previous plan.				
c.	(1) TITLE AND LOCATION (City and State) Sand Pond Road and Skyline Drive Lake Mary, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES 2011</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) 2012</td> </tr> </table>		PROFESSIONAL SERVICES 2011	CONSTRUCTION (If applicable) 2012
PROFESSIONAL SERVICES 2011	CONSTRUCTION (If applicable) 2012				
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Engineer - CPH completed the Sand Pond/Skyline roadway project for the City of Lake Mary. The 1.25 mile project consisted of minor widening, turn lane improvements, safety upgrades and converting the existing two-lane rural roadway to a two-lane urban roadway with sidewalks on both sides. The project also included extending Skyline Drive from its current terminus approximately 1,100-feet to Emma Oaks Trail.				
d.	(1) TITLE AND LOCATION (City and State) Spec Martin Stadium Design Criteria Package DeLand, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES 2012</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) 2013</td> </tr> </table>		PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2013
PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2013				
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Engineer - CPH was selected by the City of DeLand for the Spec Martin Stadium Improvements. The project required the development of the design/build criteria package and professional services to assist the City during the selection process. The project involved a new press box, training room and locker room additions.				
e.	(1) TITLE AND LOCATION (City and State) Orlando-Sanford International Airport - Terminal Expansion Sanford, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES Ongoing</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable)</td> </tr> </table>		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable)
PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable)				
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager - As part of our Master Services Agreement with the Sanford Airport Authority, CPH was tasked with the Terminal Expansion project to support the current growth of passenger traffic. The \$42 million expansion includes the terminal departure consolidation from a dual terminal check-in.				

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT
(Complete one Section E for each key person.)

12. NAME Nicole Lebron, P.E.	13. ROLE IN THIS CONTRACT Project Engineer (Stormwater)	14. YEARS EXPERIENCE	
		a. TOTAL 12	b. WITH CURRENT FIRM 2
15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Tampa, FL			
16. EDUCATION (DEGREE AND SPECIALIZATION) B.S. in Environmental Engineering, University of Florida		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer - FL (No. 62552)	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			

19. RELEVANT PROJECTS

a.	(1) TITLE AND LOCATION (City and State) Riverwood CDD - Continuing Engineering Services Contract Port Charlotte, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) 2018
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm			
Project Engineer - CPH has been providing Continuing Engineering Services to the Riverwood Community Development District since 2013. Projects have included roadway, stormwater, surveying, utility and environmental services. The team has provided services that include engineering, landscape architecture, architecture, planning, surveying, environmental science, utilities and construction administration.			
b.	(1) TITLE AND LOCATION (City and State) Cape Coral SE 47th Terrace Streetscape Improvements Cape Coral, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) Ongoing
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm			
Project Engineer - CPH provided design and construction engineering services for the streetscape improvements of SE 47th Terrace from Coronado Parkway to Del Prado Blvd. The improvements will include sidewalks with pavers, landscaping, road reconstruction, removal of on-street parking, off-street parking modifications, streetlights, traffic analysis and calming, raised mid-block pedestrian crossings, street furniture, ADA improvements, and drainage modifications/upgrades.			
c.	(1) TITLE AND LOCATION (City and State) Walk at Highwoods Preserve - Design and Permitting Tampa, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2011	CONSTRUCTION (If applicable) 2012
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm			
Project Engineer - CPH provided Preliminary and Final Design, Landscape Architecture, Surveying, Land Planning, Permitting and Structural Engineering Services for a 24,000 SF Retail Expansion with associated parking lot to an existing shopping center.			
d.	(1) TITLE AND LOCATION (City and State) Englewood Warehouse & Maintenance Office Englewood, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) Ongoing
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm			
Project Engineer - This is a new facility for Englewood Water District that consists of a new 22,200 SF maintenance warehouse and office building. This project is primarily a pre-engineered metal building with a masonry wainscot along the main entrance. This facility will store non-combustible material. The office component is approx. 10,000 SF and the remaining area is in the warehouse.			
e.	(1) TITLE AND LOCATION (City and State) Tyrone Mall Redevelopment St. Petersburg, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) Ongoing
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm			
Project Engineer - CPH is providing engineering services for this redevelopment of a retail shopping center with outparcels on approximately 19 acres in Pinellas County, FL. Specific services include site check studies, conceptual site plan, preliminary and final design, permitting assistance, consultant coordination, landscape design services, surveying, traffic engineering, and construction observation services.			

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Devin F. Barrs, P.E.		13. ROLE IN THIS CONTRACT Project Engineer (Site Civil)		14. YEARS EXPERIENCE <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">a. TOTAL 14</td> <td style="width: 50%; border: none;">b. WITH CURRENT FIRM 12</td> </tr> </table>		a. TOTAL 14	b. WITH CURRENT FIRM 12
a. TOTAL 14	b. WITH CURRENT FIRM 12						
15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Tampa, FL							
16. EDUCATION (DEGREE AND SPECIALIZATION) B.S. in Civil Engineering, University of South Florida			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer – FL (No. 70588) Certified Stormwater Inspector – FL				
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)							
19. RELEVANT PROJECTS							
a.	(1) TITLE AND LOCATION (City and State) PD&E Final Design - Sheldon Rd & Waters Ave Intersection Improvements Hillsborough County, FL		(2) YEAR COMPLETED <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">PROFESSIONAL SERVICES 2010</td> <td style="width: 50%; border: none;">CONSTRUCTION (If applicable) N/A</td> </tr> </table>			PROFESSIONAL SERVICES 2010	CONSTRUCTION (If applicable) N/A
	PROFESSIONAL SERVICES 2010	CONSTRUCTION (If applicable) N/A					
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Engineer - CPH provided complete analysis and design services including: civil, survey, environmental, geotechnical, and right-of-way coordination. CPH acted as the prime consultant to Hillsborough County. As part of the civil services, CPH provided transportation analysis, roadway design, survey, drainage analysis, PD&E study, and utility relocations						
(1) TITLE AND LOCATION (City and State) Briar Circle Ditch Slope Stabilization Dunedin, FL		(2) YEAR COMPLETED <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">PROFESSIONAL SERVICES 2013</td> <td style="width: 50%; border: none;">CONSTRUCTION (If applicable) 2013</td> </tr> </table>			PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) 2013	
PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) 2013						
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Engineer – This project was approximately 600 LF and included determining whether stabilizing the side slopes of the ditch or installing underground culverts was most feasible. The ditch was heavily vegetated, approximately 10 feet deep, and abutted multiple residential properties. The residents preferred the underground culvert option. CPH prepared a cost benefit analysis which the City used to justify their decision to stabilize the side slopes in lieu of installing culverts. Then CPH proceeded with designing and permitting the project. Due to neighborhood politics the City decided to construct only 200 LF of the 600 LF Briar Circle Ditch project.							
c.	(1) TITLE AND LOCATION (City and State) Howard F. Curren Reclaimed Pump Improvements Tampa, FL		(2) YEAR COMPLETED <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">PROFESSIONAL SERVICES 2014</td> <td style="width: 50%; border: none;">CONSTRUCTION (If applicable) 2015</td> </tr> </table>			PROFESSIONAL SERVICES 2014	CONSTRUCTION (If applicable) 2015
	PROFESSIONAL SERVICES 2014	CONSTRUCTION (If applicable) 2015					
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Engineer - The project entailed improvements to the City's existing reclaimed pump station at the Howard F. Curren Advanced Water Treatment Plant. The original reclaimed water pump supplying the Waste to Energy Facility was replaced with a pump of similar size to the existing reclaimed water High Service Pumps No. 2 through No. 4, supplying the City's reclaimed water service area. The design will provide an ultimate pumping capacity of 17.28 MGD, four pumps with a capacity of 3,000 gm each. Additionally, piping improvements to the header were required to fit the new pump into the pump station configuration. A new flow meter and VFD were added for the new pump as well.						
(1) TITLE AND LOCATION (City and State) Cape Coral SE 47th Terrace Streetscape Improvements Cape Coral, FL		(2) YEAR COMPLETED <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">PROFESSIONAL SERVICES 2016</td> <td style="width: 50%; border: none;">CONSTRUCTION (If applicable) Ongoing</td> </tr> </table>			PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) Ongoing	
PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) Ongoing						
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Engineer - CPH provided design and construction engineering services for the streetscape improvements of SE 47th Terrace from Coronado Parkway to Del Prado Blvd. The improvements will include sidewalks with pavers, landscaping, road reconstruction, removal of on-street parking, off-street parking modifications, streetlights, traffic analysis and calming, raised mid-block pedestrian crossings, street furniture, ADA improvements, and drainage modifications/upgrades.							
e.	(1) TITLE AND LOCATION (City and State) Collier County Sulfuric Acid System for pH Adjustment Collier County, FL		(2) YEAR COMPLETED <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">PROFESSIONAL SERVICES 2013</td> <td style="width: 50%; border: none;">CONSTRUCTION (If applicable) 2013</td> </tr> </table>			PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) 2013
	PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) 2013					
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Engineer - The project involved the design and permitting of a new sulfuric acid dosing system to lower the pH of the blowdown water for blending with the concentrate streams for disposal down deep injection well system. Water quality analysis was conducted on the blending waste streams for each of the plants operational scenarios. Following the water quality analysis, design was conducted on the sulfuric acid storage and pumping system, including the rehabilitation of the concentrate pump station.						

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Matthew S. D'Angelo, E.I.	13. ROLE IN THIS CONTRACT Project Engineer (Site Civil)	14. YEARS EXPERIENCE <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">a. TOTAL 1</td> <td style="width: 50%; text-align: center;">b. WITH CURRENT FIRM 1</td> </tr> </table>		a. TOTAL 1	b. WITH CURRENT FIRM 1
a. TOTAL 1	b. WITH CURRENT FIRM 1				
15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Tampa, FL					
16. EDUCATION (DEGREE AND SPECIALIZATION) B.S. in Environmental Engineering, University of Florida		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Engineer Intern – FL			
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)					

19. RELEVANT PROJECTS

a.	(1) TITLE AND LOCATION (City and State) Heritage Bay CDD - Lake Bank Restoration Naples, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES Ongoing</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) Ongoing</td> </tr> </table>		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) Ongoing
PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) Ongoing				
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Engineer - CPH is providing design of bank restoration for the north shores of Lakes 30A and 30B of the community district boundary. Services will include final design, permitting assistance, consultant coordination, landscape architecture, and surveying.					
b.	(1) TITLE AND LOCATION (City and State) Cape Coral SE 47th Terrace Streetscape Improvements Cape Coral, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES 2016</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) Ongoing</td> </tr> </table>		PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) Ongoing
PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) Ongoing				
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Engineer - CPH is providing design and construction engineering services for the streetscape improvements of SE 47th Terrace from Coronado Parkway to Del Prado Blvd. The improvements will include sidewalks with pavers, landscaping, road reconstruction, removal of on-street parking, off-street parking modifications, streetlights, traffic analysis and calming, raised mid-block pedestrian crossings, street furniture, ADA improvements, and drainage modifications/upgrades.					
c.	(1) TITLE AND LOCATION (City and State) Riverwood CDD - Continuing Engineering Services Contract Port Charlotte, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES 2013</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) 2018</td> </tr> </table>		PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) 2018
PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) 2018				
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Engineer - CPH has been providing Continuing Engineering Services to the Riverwood Community Development District since 2013. Projects have included roadway, stormwater, surveying, utility and environmental services. The team has provided services that include engineering, landscape architecture, architecture, planning, surveying, environmental science, utilities and construction administration.					
d.	(1) TITLE AND LOCATION (City and State) Tyrone Mall Redevelopment St. Petersburg, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES Ongoing</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) Ongoing</td> </tr> </table>		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) Ongoing
PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) Ongoing				
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Engineer - CPH is providing engineering services for this redevelopment of a retail shopping center with outparcels on approximately 19 acres in Pinellas County, FL. Specific services include site check studies, conceptual site plan, preliminary and final design, permitting assistance, consultant coordination, landscape design services, surveying, traffic engineering, and construction observation services.					
e.	(1) TITLE AND LOCATION (City and State) Hardy Trail Extension Dade City, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES 2017</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) TBD</td> </tr> </table>		PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) TBD
PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) TBD				
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Engineer - CPH is providing engineering services to develop plans and specifications and performing all other professional engineering services as may be required during the construction of the Hardy Trail Extension including project administration, property owner coordination and public involvement, permitting assistance, surveying, environmental services, and utility coordination.					

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Kurt R. Luman, Jr., P.E.	13. ROLE IN THIS CONTRACT Project Engineer (Transportation/Traffic)	14. YEARS EXPERIENCE <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">a. TOTAL 19</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">b. WITH CURRENT FIRM 18</td> </tr> </table>		a. TOTAL 19	b. WITH CURRENT FIRM 18
a. TOTAL 19	b. WITH CURRENT FIRM 18				
15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Sanford, FL					
16. EDUCATION (DEGREE AND SPECIALIZATION) B.S. in Civil Engineering, University of Central Florida		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer – FL (No. 65036)			
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) American Society of Civil Engineers/American Public Works Association, Advanced Maintenance of Traffic, NCEES, Critical Structures Construction Issues Course					

19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State) Riverwood CDD - Continuing Engineering Services Contract Port Charlotte, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES 2013</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable) 2018</td> </tr> </table>		PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) 2018
PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) 2018				
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Engineer - CPH has been providing Continuing Engineering Services to the Riverwood Community Development District since 2013. Projects have included roadway, stormwater, surveying, utility and environmental services. The team has provided services that include engineering, landscape architecture, architecture, planning, surveying, environmental science, utilities and construction administration.				
	(1) TITLE AND LOCATION (City and State) Cape Coral SE 47th Terrace Streetscape Improvements Cape Coral, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES 2016</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable) Ongoing</td> </tr> </table>		PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) Ongoing
PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) Ongoing				
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Engineer - CPH is providing design and construction engineering services for the streetscape improvements of SE 47th Terrace from Coronado Parkway to Del Prado Blvd. The improvements will include sidewalks with pavers, landscaping, road reconstruction, removal of on-street parking, off-street parking modifications, streetlights, traffic analysis and calming, raised mid-block pedestrian crossings, street furniture, ADA improvements, and drainage modifications/upgrades.				
	(1) TITLE AND LOCATION (City and State) Largo West Bay Trailhead (FDOT LAP) Largo, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES 2017</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable) TBD</td> </tr> </table>		PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) TBD
PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) TBD				
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Engineer – CPH was selected by the City of Largo to perform Preliminary and Final Design Services for the W. Bay Drive Trail Head along the regional Pinellas Trail. The project includes aesthetic improvements to the West Bay Drive overpass and developing the trail head on both sides of West Bay Drive to provide trail amenities such as seating, drinking facilities, landscaping, lighting with event outlets, and educational and wayfinding information. It also includes converting 12th St SW to a one-way street with on-street parking, and numerous connections to the adjacent residential areas.				
	(1) TITLE AND LOCATION (City and State) Sanford Riverwalk Phases II and III (FDOT LAP) Sanford, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES 2013</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable) Ongoing</td> </tr> </table>		PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) Ongoing
PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) Ongoing				
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager - Phase II of this project included 1.5 miles of 10-14 foot wide trail, replacement of 5,500 feet of seawall along Lake Monroe, trail head parking, a prefabricated pedestrian bridge over Mill Creek, hardscaping, landscaping, and lighting. Phase III involves planning, survey, and design services for a 1.7 mile extension to an existing trail. This project followed the complete streets design elements with the provision of a Multi-Use Trail, Roadway safety improvements, Traffic Calming design, Roadway & Trail Lighting, Utility Design, Structural Seawall Design, Drainage Improvements/Design, Irrigation Design, Beautification, Hardscape and Landscape Design, Scenic Overlooks of Lake Monroe, Way-finding Design, Pedestrian Mid-Block Crossings (Rectangular Rapid Flashing Beacons), Traffic Studies, Survey, and Wetland Mitigation. The current estimated construction cost of \$20 Million is funded through a Local Joint Project Agreement between the City of Sanford, Seminole County and the FDOT.				
	(1) TITLE AND LOCATION (City and State) W. Central Blvd. Sanitary Sewer Replacement and Streetscape Design/Build Orlando, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES 2016</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable) 2017</td> </tr> </table>		PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) 2017
PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) 2017				
e.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Engineer - Garney Construction along with CPH was selected for the \$6.5 million dollar Design/Build project in downtown Orlando. The 0.55 mile project included upsizing the existing gravity sewer line on Central Blvd. between Glenn Ln. & Garland Ave. from an 8" sanitary sewer to a 18" & 21" sewer system. The upsized sewer will serve the future MLS Stadium and City of Orlando Sports Entertainment District as well as future redevelopment along W. Central Blvd. Additional improvements include complete roadway reconstruction including removal of the underlying brick, addition of left turn lanes at the existing intersections, a new traffic signal with a BRT (Bus Rapid Transit) phase, additional right-of-way and easement coordination, placing all overhead utility lines underground (including the duct bank design), complete Maintenance of Traffic Plans, incorporating landscape/hardscape features including street lighting, trees, decorative crosswalks, and street furniture.				

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Ariel P. Elvambuena, P.E.	13. ROLE IN THIS CONTRACT Project Engineer (Transportation/Traffic)	14. YEARS EXPERIENCE <table style="width: 100%;"> <tr> <td style="width: 50%; text-align: center;">a. TOTAL 21</td> <td style="width: 50%; text-align: center;">b. WITH CURRENT FIRM 10</td> </tr> </table>		a. TOTAL 21	b. WITH CURRENT FIRM 10
a. TOTAL 21	b. WITH CURRENT FIRM 10				
15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Tampa, FL					
16. EDUCATION (DEGREE AND SPECIALIZATION) B.S. in Civil Engineering, Purdue University		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer – FL (No. 66657)			
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) CTQP Final Estimates- Level I, CTQP QC Manager, CTQP Asphalt Paving Technician- Level I & II, Advanced Maintenance of Traffic Certified INDOT Inspector/Philippine Engineers and Scientist Organization, Philippine Professional Association					

19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State) Bell Shoals Road Four-Laning Design Hillsborough County, FL	(2) YEAR COMPLETED <table style="width: 100%;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES 2012</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) 2015</td> </tr> </table>		PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2015
PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2015				
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Engineer - CPH provided services for this four-lane widening of approximately 3.25 miles of the existing two-lane roadway for Bell Shoals Road, Boyette Road and Fishhawk Boulevard, plus another approximate .2 mile of overlapping transitions on Bell Shoals Road between the two phases. CPH services included preparation of final engineering plans for permitting and construction and permitting assistance with the various agencies that required approval.				
	(1) TITLE AND LOCATION (City and State) Largo West Bay Trailhead (FDOT LAP) Largo, FL	(2) YEAR COMPLETED <table style="width: 100%;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES 2017</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) TBD</td> </tr> </table>		PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) TBD
PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) TBD				
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Engineer – CPH was selected by the City of Largo to perform Preliminary and Final Design Services for the W. Bay Drive Trail Head along the regional Pinellas Trail. The project includes aesthetic improvements to the West Bay Drive overpass and developing the trail head on both sides of West Bay Drive to provide trail amenities such as seating, drinking facilities, landscaping, lighting with event outlets, and educational and wayfinding information. It also includes converting 12th St SW to a one-way street with on-street parking, and numerous connections to the adjacent residential areas.				
	(1) TITLE AND LOCATION (City and State) W. Central Blvd. Sanitary Sewer Replacement and Streetscape Design/Build Orlando, FL	(2) YEAR COMPLETED <table style="width: 100%;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES 2016</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) Ongoing</td> </tr> </table>		PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) Ongoing
PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) Ongoing				
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Engineer - Garney Construction along with CPH was selected for the \$6.5 million dollar Design/Build project in downtown Orlando. The 0.55 mile project included upsizing the existing gravity sewer line on Central Blvd. between Glenn Ln. & Garland Ave. from an 8" sanitary sewer to a 18" & 21" sewer system. The upsized sewer will serve the future MLS Stadium and City of Orlando Sports Entertainment District as well as future redevelopment along W. Central Blvd. Additional improvements include complete roadway reconstruction including removal of the underlying brick, addition of left turn lanes at the existing intersections, a new traffic signal with a BRT (Bus Rapid Transit) phase, additional right-of-way and easement coordination, placing all overhead utility lines underground (including the duct bank design), complete Maintenance of Traffic Plans, incorporating landscape/hardscape features including street lighting, trees, decorative crosswalks, and street furniture.				
	(1) TITLE AND LOCATION (City and State) Sand Pond Road and Skyline Drive Lake Mary, FL	(2) YEAR COMPLETED <table style="width: 100%;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES 2011</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) 2012</td> </tr> </table>		PROFESSIONAL SERVICES 2011	CONSTRUCTION (If applicable) 2012
PROFESSIONAL SERVICES 2011	CONSTRUCTION (If applicable) 2012				
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Engineer - 1.25 mile project also included minor roadway widening, turn lane improvements, horizontal and vertical curve reconstruction, milling and resurfacing, new sidewalk on both sides of the road, retaining wall, and the extension of existing Skyline Drive approximately 1100-feet.				
	(1) TITLE AND LOCATION (City and State) Ocoee Downtown Streets Redevelopment Ocoee, FL	(2) YEAR COMPLETED <table style="width: 100%;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES Ongoing</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) TBD</td> </tr> </table>		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) TBD
PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) TBD				
e.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Engineer – CPH is providing design services needed to build a major gateway structure at the intersection of Bluford Avenue and Geneva Street, plus a West Orange Trail connection from the SR 429 interchange on Franklin Street to the northern Taylor Street roundabout. Continuity of the Trail connection will also be part of the Taylor Street and Oakland Avenue reconstruction projects. The total cost of construction for the included scope of work is estimated to be approximately \$2.4 million.				

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Sandra L. Gorman, P.E.	13. ROLE IN THIS CONTRACT Project Engineer (Transportation / Traffic)	14. YEARS EXPERIENCE <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">a. TOTAL 24</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">b. WITH CURRENT FIRM 3</td> </tr> </table>		a. TOTAL 24	b. WITH CURRENT FIRM 3
a. TOTAL 24	b. WITH CURRENT FIRM 3				
15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Tampa, FL					
16. EDUCATION (DEGREE AND SPECIALIZATION) M.C.E. in Civil Engineering, University of South Florida B.S. in Civil Engineering, University of South Florida		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer – FL (No. 59530)			
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)					

19. RELEVANT PROJECTS					
a.	(1) TITLE AND LOCATION (City and State) Riverwood CDD - Continuing Engineering Services Contract Port Charlotte, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES 2013</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable) 2018</td> </tr> </table>		PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) 2018
	PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) 2018			
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Engineer - CPH has been providing Continuing Engineering Services to the Riverwood Community Development District since 2013. Projects have included roadway, stormwater, surveying, utility and environmental services. The team has provided services that include engineering, landscape architecture, architecture, planning, surveying, environmental science, utilities and construction administration.				
b.	(1) TITLE AND LOCATION (City and State) Cape Coral SE 47th Terrace Streetscape Improvements Cape Coral, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES 2016</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable) Ongoing</td> </tr> </table>		PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) Ongoing
	PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) Ongoing			
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Engineer - CPH is providing design and construction engineering services for the streetscape improvements of SE 47th Terrace from Coronado Parkway to Del Prado Blvd. The improvements will include sidewalks with pavers, landscaping, road reconstruction, removal of on-street parking, off-street parking modifications, streetlights, traffic analysis and calming, raised mid-block pedestrian crossings, street furniture, ADA improvements, and drainage modifications/upgrades.				
c.	(1) TITLE AND LOCATION (City and State) Mitchell Hammock Road and S. Lake Jessup Avenue Intersection Improvements Oviedo, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES 2015</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable) TBD</td> </tr> </table>		PROFESSIONAL SERVICES 2015	CONSTRUCTION (If applicable) TBD
	PROFESSIONAL SERVICES 2015	CONSTRUCTION (If applicable) TBD			
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Engineer - CPH provided design services to the City of Oviedo for planned improvements including a new mast arm signal, minor roadway widening, and turn lane modifications to accommodate the addition or lengthening of left turn lanes on all four approaches.				
d.	(1) TITLE AND LOCATION (City and State) Titusville Downtown Parking Study Titusville, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES Ongoing</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable) N/A</td> </tr> </table>		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) N/A
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) N/A			
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Engineer – CPH was selected to perform a Parking study to evaluate current parking needs and future demands for Downtown Titusville. Provided analysis of current parking demand and patterns as well as an evaluation for future land use and parking needs for both on-street and off-street parking.				
e.	(1) TITLE AND LOCATION (City and State) US 17-92 Riverwalk, Phase III (FDOT LAP) Sanford, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES 2013</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable) Ongoing</td> </tr> </table>		PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) Ongoing
	PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) Ongoing			
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Engineer – Phase III involves planning, survey and design services for a 1.7 mile extension to the existing trail. The new extension connects to the previous phase designed by CPH and is the final connection between the I-4 Corridor with the adjacent Seminole County Rinehart Trail and the downtown Sanford RiverWalk Trail system. This project followed the complete streets design elements with the provision of a Multi-Use Trail, Roadway safety improvements, Traffic Calming design, Roadway & Trail Lighting, Utility Design, Structural Seawall Design, Drainage Improvements/Design, Irrigation Design, Beautification, Hardscape and Landscape Design, Scenic Overlooks of Lake Monroe, Way-finding Design, Pedestrian Mid-Block Crossings (Rectangular Rapid Flashing Beacons), Traffic Studies, Survey, and Wetland Mitigation.				

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Joseph M. LoFaso, Jr., E.I.		13. ROLE IN THIS CONTRACT Project Engineer (Transportation/Traffic)		14. YEARS EXPERIENCE <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">a. TOTAL</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">b. WITH CURRENT FIRM</td> </tr> <tr> <td style="text-align: center;">3</td> <td style="text-align: center;">2</td> </tr> </table>		a. TOTAL	b. WITH CURRENT FIRM	3	2
a. TOTAL	b. WITH CURRENT FIRM								
3	2								
15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Sanford, FL									
16. EDUCATION (DEGREE AND SPECIALIZATION) B.S. in Civil Engineering, University of Central Florida M.S. in Civil Engineering, University of Central Florida			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Engineer Intern – FL Advanced Maintenance of Traffic						
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)									
19. RELEVANT PROJECTS									
a.	(1) TITLE AND LOCATION (City and State) Seminole Wekiva Trail, Phase IV (FDOT LAP) Seminole County, FL		(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable)</td> </tr> <tr> <td style="text-align: center;">2013</td> <td style="text-align: center;">2015</td> </tr> </table>			PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	2013	2015
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)							
	2013	2015							
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Engineer - CPH was responsible for the last segment of the highly successful Seminole Wekiva Trail in Seminole County, Florida. The 12- 14 foot wide trail is 2.5 miles long and runs from Maitland Boulevard near the county line to SR 436 with portions falling within the City of Altamonte Springs. The project entails extensive public involvement and right of way acquisition for easements through previously-vacated portions of the railroad corridor.									
b.	(1) TITLE AND LOCATION (City and State) W. Central Blvd. Sanitary Sewer Replacement and Streetscape Design/Build Orlando, FL		(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable)</td> </tr> <tr> <td style="text-align: center;">2016</td> <td></td> </tr> </table>			PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	2016	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)							
	2016								
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Engineer - Garney Construction along with CPH was selected by the City of Orlando for the \$6.5 million dollar Design/ Build project in downtown Orlando. The 0.55 mile project included upsizing the existing gravity sewer line on Central Blvd. between Glenn Ln. and Garland Ave. from an 8" sanitary sewer to a 18" & 21" sewer system.									
c.	(1) TITLE AND LOCATION (City and State) US 17-92 RiverWalk, Phase III (FDOT LAP) Sanford, FL		(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable)</td> </tr> <tr> <td style="text-align: center;">Ongoing</td> <td></td> </tr> </table>			PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	Ongoing	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)							
	Ongoing								
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Engineer - CPH provided planning, survey, and design services for a 1.7 mile extension to an existing trail. The new extension connects to the previous phase designed by CPH and is the final connection between the I-4 Corridor with the adjacent Seminole County Rinehart Trail and the downtown Sanford RiverWalk Trail system. Additionally, these improvements filled the largest remaining gap within the Lake Monroe Trail Loop system which spans both Seminole and Volusia Counties.									
d.	(1) TITLE AND LOCATION (City and State) West Georgia Avenue Streetscape and Landscaping Improvements DeLand, FL		(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable)</td> </tr> <tr> <td style="text-align: center;">Ongoing</td> <td></td> </tr> </table>			PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	Ongoing	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)							
	Ongoing								
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Engineer - The improvements may include sidewalk removal and replacement, modification of access drives and ramps for accessibility, design of decorative lighting, roadway rehabilitation, street furniture, signage, decorative pavers and related infrastructure. Landscape architectural services will include design of irrigation system and plantings.									
e.	(1) TITLE AND LOCATION (City and State) Largo West Bay Trailhead (FDOT LAP) Largo, FL		(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable)</td> </tr> <tr> <td style="text-align: center;">2017</td> <td></td> </tr> </table>			PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	2017	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)							
	2017								
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Engineer - CPH was selected by the City of Largo to perform Preliminary and Final Design Services for the W. Bay Drive Trail Head along the regional Pinellas Trail. This portion of the Pinellas Trail is part of the 37-mile long liner park and recreation trail that extends from St. Petersburg to Tarpon Springs. The Trail provides protected green space for walking, jogging, skating, and biking. Approximately 70,000 people on average use some portion of the Trail each month.									

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Matthew C. Cushman, P.E.	13. ROLE IN THIS CONTRACT Project Engineer (Transportation/Traffic)	14. YEARS EXPERIENCE <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">a. TOTAL 12</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">b. WITH CURRENT FIRM 11</td> </tr> </table>	a. TOTAL 12	b. WITH CURRENT FIRM 11
a. TOTAL 12	b. WITH CURRENT FIRM 11			
15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Sanford, FL				
16. EDUCATION (DEGREE AND SPECIALIZATION) B.S. in Aerospace Engineering, Minor in Mathematics and Foreign Relations, Embry-Riddle Aeronautical College	17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer – FL (No. 73150) Traffic Signal Inspector – IMSA, FL			
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) 				

19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State) Riverwood CDD - Continuing Engineering Services Contract Port Charlotte, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES 2013</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable) 2018</td> </tr> </table>		PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) 2018
PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) 2018				
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Engineer - CPH has been providing Continuing Engineering Services to the Riverwood Community Development District since 2013. Projects have included roadway, stormwater, surveying, utility and environmental services. The team has provided services that include engineering, landscape architecture, architecture, planning, surveying, environmental science, utilities and construction administration.				
	(1) TITLE AND LOCATION (City and State) Cape Coral SE 47th Terrace Streetscape Improvements Cape Coral, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES 2016</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable) Ongoing</td> </tr> </table>		PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) Ongoing
PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) Ongoing				
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Engineer - CPH is providing design and construction engineering services for the streetscape improvements of SE 47th Terrace from Coronado Parkway to Del Prado Blvd. The improvements will include sidewalks with pavers, landscaping, road reconstruction, removal of on-street parking, off-street parking modifications, streetlights, traffic analysis and calming, raised mid-block pedestrian crossings, street furniture, ADA improvements, and drainage modifications/upgrades.				
	(1) TITLE AND LOCATION (City and State) Largo West Bay Trailhead (FDOT LAP) Largo, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES 2017</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable) TBD</td> </tr> </table>		PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) TBD
PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) TBD				
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Engineer – CPH was selected by the City of Largo to perform Preliminary and Final Design Services for the W. Bay Drive Trail Head along the regional Pinellas Trail. The project includes aesthetic improvements to the West Bay Drive overpass and developing the trail head on both sides of West Bay Drive to provide trail amenities such as seating, drinking facilities, landscaping, lighting with event outlets, and educational and wayfinding information. It also includes converting 12th St SW to a one-way street with on-street parking, and numerous connections to the adjacent residential areas.				
	(1) TITLE AND LOCATION (City and State) Sanford Riverwalk Phases II and III (FDOT LAP) Sanford, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES 2013</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable) Ongoing</td> </tr> </table>		PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) Ongoing
PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) Ongoing				
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Engineer -Phase II of this project included 1.5 miles of 10-14 foot wide trail, replacement of 5,500 feet of seawall along Lake Monroe, trail head parking, a prefabricated pedestrian bridge over Mill Creek, hardscaping, landscaping, and lighting. Phase III involves planning, survey, and design services for a 1.7 mile extension to an existing trail. This project followed the complete streets design elements with the provision of a Multi-Use Trail, Roadway safety improvements, Traffic Calming design, Roadway & Trail Lighting, Utility Design, Structural Seawall Design, Drainage Improvements/Design, Irrigation Design, Beautification, Hardscape and Landscape Design, Scenic Overlooks of Lake Monroe, Way-finding Design, Pedestrian Mid-Block Crossings (Rectangular Rapid Flashing Beacons), Traffic Studies, Survey, and Wetland Mitigation. The current estimated construction cost of \$20 Million is funded through a Local Joint Project Agreement between the City of Sanford, Seminole County and the FDOT.				
	(1) TITLE AND LOCATION (City and State) W. Central Blvd. Sanitary Sewer Replacement and Streetscape Orlando, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES 2016</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable) 2017</td> </tr> </table>		PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) 2017
PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) 2017				
e.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Engineer - Garney Construction along with CPH was selected for the \$6.5 million dollar Design/Build project in downtown Orlando. The 0.55 mile project included upsizing the existing gravity sewer line on Central Blvd. between Glenn Ln. & Garland Ave. from an 8" sanitary sewer to a 18" & 21" sewer system. The upsized sewer will serve the future MLS Stadium and City of Orlando Sports Entertainment District as well as future redevelopment along W. Central Blvd. Additional improvements include complete roadway reconstruction including removal of the underlying brick, addition of left turn lanes at the existing intersections, a new traffic signal with a BRT (Bus Rapid Transit) phase, additional right-of-way and easement coordination, placing all overhead utility lines underground (including the duct bank design), complete Maintenance of Traffic Plans, incorporating landscape/hardscape features including street lighting, trees, decorative crosswalks, and street furniture.				

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT
(Complete one Section E for each key person.)

12. NAME David E. Mahler, P.E.	13. ROLE IN THIS CONTRACT Project Engineer (Utilities)	14. YEARS EXPERIENCE	
		a. TOTAL 27	b. WITH CURRENT FIRM 19
15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Orlando, FL			
16. EDUCATION (DEGREE AND SPECIALIZATION) B.S. in Environmental Engineering, University of Central Florida		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer – FL (No. 56875)	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			

19. RELEVANT PROJECTS

a.	(1) TITLE AND LOCATION (City and State) SR-50 Utility Relocation Project, Phases I - III (FDOT JPA) Orange County, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2009	CONSTRUCTION (If applicable) 2015
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm			
Project Manager - CPH has provided improvements to over 13 miles of the water distribution system and wastewater collection and transmission system within the SR-50 Corridor, one of the busiest roads in Central Florida – which is being expanded from 4-lanes to 6-lanes. The utility improvements include building new facilities as well as the removal of facilities in conflict with the FDOT roadway design. The project included the installation of approximately 5.5 miles of 8, 12, 16, 20 and 24-inch diameter water main and 7.7 miles of 4, 8, 12, 16, 20 and 30-inch diameter force main along SR-50 from West SR-436 to Old Cheney Road (the project). Connection of existing services and lateral mains were required while maintaining service to customers.			
b.	(1) TITLE AND LOCATION (City and State) Riverwood CDD - Continuing Engineering Services Contract Port Charlotte, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) 2018
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm			
Project Engineer - CPH has been providing Continuing Engineering Services to the Riverwood Community Development District since 2013. Projects have included roadway, stormwater, surveying, utility and environmental services. The team has provided services that include engineering, landscape architecture, architecture, planning, surveying, environmental science, utilities and construction administration.			
c.	(1) TITLE AND LOCATION (City and State) Highlands Gravity Sewer and Water Main Replacement Kissimmee, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2014
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm			
Project Engineer - This project included engineering and permitting services needed to replace approximately 8,300 feet each of aged gravity sewer (8") and small diameter water main [6,650 (6") and 1,750 (8")] along Coral Avenue, North Beaumont Avenue, Highland Avenue, Martina Avenue, Milton Avenue, and West Jackson Street between West Carroll Street and West Donegan Avenue. This project had over 240 service connections within the projects residential streets that required both new water and sewer connections. CPH provided all design services including survey and geotechnical coordination, preplanning and coordination with Osceola County, project design, permitting, bidding services, and assisted with public meetings.			
d.	(1) TITLE AND LOCATION (City and State) Cape Coral SE 47th Terrace Streetscape Improvements Cape Coral, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) Ongoing
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm			
Project Engineer - CPH provided design and construction engineering services for the streetscape improvements of SE 47th Terrace from Coronado Parkway to Del Prado Blvd. The improvements will include sidewalks with pavers, landscaping, road reconstruction, removal of on-street parking, off-street parking modifications, streetlights, traffic analysis and calming, raised mid-block pedestrian crossings, street furniture, ADA improvements, and drainage modifications/upgrades.			
e.	(1) TITLE AND LOCATION (City and State) Simpson Road 30" Water Main Project Kissimmee, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2015	CONSTRUCTION (If applicable) 2016
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm			
Project Engineer - TWA needed to extend a 30" water main from their Parkway Water Treatment Plant north along Simpson Road to just south of Boggy Creek Road. This phase of the Project consisted of approximately 5,300 l.f. of conventionally installed Ductile Iron 30" water main Right of way, 1,080 l.f. of 30" fusible PVC installed within 1,060 l.f. of directionally drilled 36" fusible PVC casing pipe across the Florida Turnpike. All work was performed in and along the rights of way of Osceola County and the FDOT.			

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME James "Jay" R. Morris, Jr., P.E.	13. ROLE IN THIS CONTRACT Project Engineer (Utilities)	14. YEARS EXPERIENCE a. TOTAL 17 b. WITH CURRENT FIRM 12	
15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Orlando, FL			
16. EDUCATION (DEGREE AND SPECIALIZATION) B.S. in Environmental Engineering, University of Central Florida	17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer – FL (No. 62384) Commercial Pilot License (No. 266577109)		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			

19. RELEVANT PROJECTS

a. (1) TITLE AND LOCATION (City and State) SR-50 Utility Relocation Project, Phases I - III (FDOT JPA) Orange County, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2009	CONSTRUCTION (If applicable) 2015
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Engineer - CPH has provided improvements to over 13 miles of the water distribution system and wastewater collection and transmission system within the SR-50 Corridor, one of the busiest roads in Central Florida – which is being expanded from 4-lanes to 6-lanes. The utility improvements include building new facilities as well as the removal of facilities in conflict with the FDOT roadway design. The project included the installation of approximately 5.5 miles of 8, 12, 16, 20 and 24-inch diameter water main and 7.7 miles of 4, 8, 12, 16, 20 and 30-inch diameter force main along SR-50 from West SR-436 to Old Cheney Road (the project). Connection of existing services and lateral mains were required while maintaining service to customers.		
b. (1) TITLE AND LOCATION (City and State) CEI for I-4 Ultimate Utility Relocations Altamonte Springs, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES N/A	CONSTRUCTION (If applicable) Ongoing
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager – CPH provided CEI for utility relocations included water mains, gravity sewer, force mains installed by methods such as open cut, horizontal directional drill, and jack and bore. Gravity sewer evaluation and CIPP inspections were also provided.		
c. (1) TITLE AND LOCATION (City and State) Highlands Gravity Sewer and Water Main Replacement Kissimmee, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2014
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Engineer - This project included engineering and permitting services needed to replace approximately 8,300 feet each of aged gravity sewer (8") and small diameter water main [6,650 (6") and 1,750 (8")] along Coral Avenue, North Beaumont Avenue, Highland Avenue, Martina Avenue, Milton Avenue, and West Jackson Street between West Carroll Street and West Donegan Avenue. This project had over 240 service connections within the projects residential streets that required both new water and sewer connections. CPH provided all design services including survey and geotechnical coordination, preplanning and coordination with Osceola County, project design, permitting, bidding services, and assisted with public meetings.		
d. (1) TITLE AND LOCATION (City and State) Boggy Creek Road Intersection Utility Project Kissimmee, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable)
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Engineer - This project consisted of 2,150 LF of 16-inch ductile iron water main and relocating 2,000 LF of PVC 16-inch force main due to conflicts with a roadway intersection improvement project. This project also includes removal of existing 16" force main and smaller water and sewer mains.		
e. (1) TITLE AND LOCATION (City and State) Simpson Road 30" Water Main Project Kissimmee, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2015	CONSTRUCTION (If applicable) 2016
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager - TWA needed to extend a 30" water main from their Parkway Water Treatment Plant north along Simpson Road to just south of Boggy Creek Road. This phase of the Project consisted of approximately 5,300 l.f. of conventionally installed Ductile Iron 30" water main Right of way, 1,080 l.f. of 30" fusible PVC installed within 1,060 l.f. of directionally drilled 36" fusible PVC casing pipe across the Florida Turnpike. All work was performed in and along the rights of way of Osceola County and the FDOT.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT
(Complete one Section E for each key person.)

12. NAME Mason Gardberg, E.I.	13. ROLE IN THIS CONTRACT Project Engineer (Utilities)	14. YEARS EXPERIENCE	
		a. TOTAL 5	b. WITH CURRENT FIRM 5
15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Orlando, FL			
16. EDUCATION (DEGREE AND SPECIALIZATION) B.S. in Environmental Engineering and Civil Engineering (double major) University of Central Florida		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Engineering Intern – FL (No. 1100018416)	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			

19. RELEVANT PROJECTS

a.	(1) TITLE AND LOCATION (City and State) Storm and Utility Relocations - Downtown Sanford Sanford, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) Ongoing
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Project Engineer - CPH is providing surveying, design, permitting and post design services for relocation of stormwater, sewer, and utilities in the Downtown Sanford area. [X] Check if project performed with current firm		
b.	(1) TITLE AND LOCATION (City and State) Riverwood CDD - Continuing Engineering Services Contract Port Charlotte, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) 2018
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Project Engineer - CPH has been providing Continuing Engineering Services to the Riverwood Community Development District since 2013. Projects have included roadway, stormwater, surveying, utility and environmental services. The team has provided services that include engineering, landscape architecture, architecture, planning, surveying, environmental science, utilities and construction administration. [X] Check if project performed with current firm		
c.	(1) TITLE AND LOCATION (City and State) Highlands Gravity Sewer and Water Main Replacement Kissimmee, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2014
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Project Engineer - This project included engineering and permitting services needed to replace approximately 8,300 feet each of aged gravity sewer (8") and small diameter water main [6,650 (6") and 1,750 (8")] along Coral Avenue, North Beaumont Avenue, Highland Avenue, Martina Avenue, Milton Avenue, and West Jackson Street between West Carroll Street and West Donegan Avenue. This project had over 240 service connections within the projects residential streets that required both new water and sewer connections. CPH provided all design services including survey and geotechnical coordination, preplanning and coordination with Osceola County, project design, permitting, bidding services, and assisted with public meetings. [X] Check if project performed with current firm		
d.	(1) TITLE AND LOCATION (City and State) Boggy Creek Road Intersection Utility Project Kissimmee, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable)
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Project Engineer - This project consisted of 2,150 LF of 16-inch ductile iron water main and relocating 2,000 LF of PVC 16-inch force main due to conflicts with a roadway intersection improvement project. This project also includes removal of existing 16" force main and smaller water and sewer mains. [X] Check if project performed with current firm		
e.	(1) TITLE AND LOCATION (City and State) Simpson Road 30" Water Main Project Kissimmee, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2015	CONSTRUCTION (If applicable) 2016
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Project Engineer - TWA needed to extend a 30" water main from their Parkway Water Treatment Plant north along Simpson Road to just south of Boggy Creek Road. This phase of the Project consisted of approximately 5,300 l.f. of conventionally installed Ductile Iron 30" water main Right of way, 1,080 l.f. of 30" fusible PVC installed within 1,060 l.f. of directionally drilled 36" fusible PVC casing pipe across the Florida Turnpike. All work was performed in and along the rights of way of Osceola County and the FDOT. [X] Check if project performed with current firm		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Scott A. Breitenstein, P.E.		13. ROLE IN THIS CONTRACT Project Engineer (Utilities)		14. YEARS EXPERIENCE <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">a. TOTAL 26</td> <td style="width: 50%; text-align: center;">b. WITH CURRENT FIRM 18</td> </tr> </table>		a. TOTAL 26	b. WITH CURRENT FIRM 18
a. TOTAL 26	b. WITH CURRENT FIRM 18						
15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Orlando, FL							
16. EDUCATION (DEGREE AND SPECIALIZATION) B.S. in Environmental Engineering, University of Central Florida			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer – FL (No. 57402)				
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)							
19. RELEVANT PROJECTS							
a.	(1) TITLE AND LOCATION (City and State) Eatonville West and East Side Wastewater Improvements Eatonville, FL		(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES 2015</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) 2017</td> </tr> </table>			PROFESSIONAL SERVICES 2015	CONSTRUCTION (If applicable) 2017
	PROFESSIONAL SERVICES 2015	CONSTRUCTION (If applicable) 2017					
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Manager- This project included replacement of gravity sanitary sewer lines, service laterals and manholes, replacement of existing lift station, abandonment of an existing force main and the elimination of an existing lift station, and all road replacement and/or restoration necessary to complete the project within the Town of Eatonville service area.							
b.	(1) TITLE AND LOCATION (City and State) Lake Underhill Utility Relocations Orange County, FL		(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES 2009</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) 2013</td> </tr> </table>			PROFESSIONAL SERVICES 2009	CONSTRUCTION (If applicable) 2013
	PROFESSIONAL SERVICES 2009	CONSTRUCTION (If applicable) 2013					
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Engineer – The project involved relocation or replacement of 1,810 LF of 16ft PVC force main; and, 1,650 LF of 20 -inch; 650 LF of 12 -inch and 400 LF of 8 -inch ductile iron water mains, plus smaller segments of water and force main connecting to the existing water mains and force mains. The work included the installation of a temporary bypass system for a 740 LF segment of the 12 -inch water main along the south side of Lake Underhill. In addition to the line relocations and replacements, there was a reconfiguration of the County Pump Station site to replace the electric and control system for the station and rework the site to allow maintenance vehicles access without blocking the newly widened roadway.							
c.	(1) TITLE AND LOCATION (City and State) Town of Oakland Water System Improvements Project Oakland, FL		(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES 2013</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) 2015</td> </tr> </table>			PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) 2015
	PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) 2015					
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Engineer - The Town authorized services for CPH to design, permit, bid and provide construction administration for improvements to their existing water system. The improvements included a 500,000 gallon GST, a 3,750 gallon/minute high service pumping (one (1) @750 gpm/two (2) @ 1,500 gpm), 1,415 LF of 8-inch replacement raw water main, 217 LF of 12-inch new raw water main (on-site piping), 170 LF of 16 -inch potable water main for discharge connection, 350 SF electrical / pump building, extensive landscape architecture to help screen the ground storage tank, conversion of the existing passive park to an active park including future splash pad, and SCADA upgrade and Improvements. In addition, CPH assisted the Town with obtaining a FDEP SRF loan for \$1.973 Million to install the water system improvements.							
d.	(1) TITLE AND LOCATION (City and State) International Drive and Universal Boulevard Force Main Orlando, FL		(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES 2010</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) 2011</td> </tr> </table>			PROFESSIONAL SERVICES 2010	CONSTRUCTION (If applicable) 2011
	PROFESSIONAL SERVICES 2010	CONSTRUCTION (If applicable) 2011					
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Engineer - This project included the design of 10,100 LF of 24-inch force main along Universal Boulevard and Point Plaza Ave., across International Drive and Interstate-4, with a connection across Turkey Lake Road. Approximately 2,300 LF of 24-inch force main were installed by directional drill and 330 LF of 42-inch jack and bore were needed to facilitate this installation. CPH provided a Preliminary Design Report which addressed permitting requirements, right-of-way usage issues, survey and geotechnical requirements, cost estimates and reviewed various pipeline installation technologies to best recommend the alignment for the new 24-inch force main.							
e.	(1) TITLE AND LOCATION (City and State) Pump Station 3028, 3202, & 3014 Replacement and Rehabilitation Orange County, FL		(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES 2015</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) TBD</td> </tr> </table>			PROFESSIONAL SERVICES 2015	CONSTRUCTION (If applicable) TBD
	PROFESSIONAL SERVICES 2015	CONSTRUCTION (If applicable) TBD					
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Manager - CPH provided engineering services to OCU for the replacement of three pump stations with three new duplex stations, which meet Orange County pump station standards. CPH provided the preliminary and final design services as well as the permitting and bidding services. We are also providing limited construction administrative services.							

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Peter V. Hernandez, II, P.E.	13. ROLE IN THIS CONTRACT Project Engineer (Utilities)	14. YEARS EXPERIENCE <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">a. TOTAL 4</td> <td style="width: 50%; text-align: center;">b. WITH CURRENT FIRM 3</td> </tr> </table>		a. TOTAL 4	b. WITH CURRENT FIRM 3
a. TOTAL 4	b. WITH CURRENT FIRM 3				
15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Orlando, FL					
16. EDUCATION (DEGREE AND SPECIALIZATION) B.S. Environmental Engineering, University of Central Florida B.S Engineering Technology, University of Central Florida		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineering - FL Florida Water Environmental Association (FWEA) and American Water Works Association (AWWA) Member			
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)					

19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State) Lift Station No. 4P Replacement Kissimmee, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES Ongoing</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) TBD</td> </tr> </table>		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) TBD
PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) TBD				
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Engineer – This project included the preliminary and final design engineering, permitting services, and construction observation services needed to replace the existing 8 foot wet well with a new 10 foot wet well. This project also included the design of approximately 300 LF of 10-inch force main along Enterprise Drive, design of approximately 70 LF of 10-inch force main that will connect the existing 10-inch force main to the existing 20-inch force main along Poinciana Blvd, and the replacement of approximately 120 LF of existing 8-inch DIP gravity sewer with new 12-inch PVC sanitary sewer.				
	(1) TITLE AND LOCATION (City and State) Chuluota WWTF Reclaimed Water Storage and Pumping Facilities Chuluota, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES 2015</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) TBD</td> </tr> </table>		PROFESSIONAL SERVICES 2015	CONSTRUCTION (If applicable) TBD
PROFESSIONAL SERVICES 2015	CONSTRUCTION (If applicable) TBD				
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Engineer – Prepared & assisted with the preliminary design, site evaluation, and SRF facilities plan in preparation for the design and construction of a 0.5 MGD reclaimed water storage tank, reclaimed water service pump station and a reject water transfer pump station. Prepared & assisted with the preliminary design, site evaluation, and SRF facilities plan in preparation for the design and construction of a 0.5 MGD reclaimed water storage tank, reclaimed water service pump station and a reject water transfer pump station.				
	(1) TITLE AND LOCATION (City and State) City of Maitland Lift Station #4 Modifications Maitland, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES 2017</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) 2018</td> </tr> </table>		PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) 2018
PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) 2018				
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Principal-in-Charge - Construction of the new Sunflower Master Pump Station, cast-in-place concrete, six-plex, variable speed, submersible pump station. The station capacity is 10.8 MGD with current configuration of four pumps (one out of service). Each pump is 125 Hp with a future capacity of 26 MGD.				
	(1) TITLE AND LOCATION (City and State) Toho Water Authority - Simpson Road 30" Water Main Project Kissimmee, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES 2012</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) 2016</td> </tr> </table>		PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2016
PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2016				
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Principal/Project Manager – TWA needed to extend a 30" water main from their Parkway Water Treatment Plant north along Simpson Road to just south of Boggy Creek Road. The water main route had significant crossings of both US Highway 192 and the Florida Turnpike. This project included approximately 5,300 l.f of conventionally installed Ductile Iron 30" water main Right of way, 1,080 l.f. of 30" fusible PVC installed within 1,060 l.f of directionally drilled 36" fusible PVC casing pipe across the Florida Turnpike.				
	(1) TITLE AND LOCATION (City and State) City of Maitland Lift Station #6 Modifications Maitland, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES 2016</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) 2017</td> </tr> </table>		PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) 2017
PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) 2017				
e.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Engineer- The project included the installation of a new 8-foot diameter wet well, two (2) 15-HP pumps and associated above-ground discharge piping per City standards, the conversion of the existing "wet pit" into a collection manhole that was rehabbed with new benching and interior lining, installation of 12-inch PVC sanitary sewer pipe discharging into the new wet well.				

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT
(Complete one Section E for each key person.)

12. NAME Jose M. Ortiz, MCE, P.E.	13. ROLE IN THIS CONTRACT Structural Engineer	14. YEARS EXPERIENCE <table border="1"> <tr> <td>a. TOTAL 20</td> <td>b. WITH CURRENT FIRM 3</td> </tr> </table>		a. TOTAL 20	b. WITH CURRENT FIRM 3		
a. TOTAL 20	b. WITH CURRENT FIRM 3						
15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Sanford, FL							
16. EDUCATION (DEGREE AND SPECIALIZATION) M.E. in Structural Engineering, Cornell University B.S. in Civil Engineering, Recinto Universitario de Mayaguez, UPR		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer – FL (No. 67920)					
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)							
<p align="center">19. RELEVANT PROJECTS</p>							
(1) TITLE AND LOCATION (City and State) Riverwood CDD - Lake Study & Pond Evaluation Port Charlotte, FL	<table border="1"> <tr> <th colspan="2">(2) YEAR COMPLETED</th> </tr> <tr> <td>PROFESSIONAL SERVICES 2017</td> <td>CONSTRUCTION (If applicable) 2018</td> </tr> </table>			(2) YEAR COMPLETED		PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) 2018
(2) YEAR COMPLETED							
PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) 2018						
a. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Structural Engineer - CPH conducted a lake study and pond evaluation of the CDD maintained lakes/ponds located within the Community with a focus on erosion and sedimentation, life safety, and compliance with the SwFWMD Environmental Resource Permits.							
(1) TITLE AND LOCATION (City and State) Cape Coral SE 47th Terrace Streetscape Improvements Cape Coral, FL	<table border="1"> <tr> <th colspan="2">(2) YEAR COMPLETED</th> </tr> <tr> <td>PROFESSIONAL SERVICES 2016</td> <td>CONSTRUCTION (If applicable) Ongoing</td> </tr> </table>			(2) YEAR COMPLETED		PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) Ongoing
(2) YEAR COMPLETED							
PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) Ongoing						
b. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Structural Engineer - CPH is providing design and construction engineering services for the streetscape improvements of SE 47th Terrace from Coronado Parkway to Del Prado Blvd. The improvements will include sidewalks with pavers, landscaping, road reconstruction, removal of on-street parking, off-street parking modifications, streetlights, traffic analysis and calming, raised mid-block pedestrian crossings, street furniture, ADA improvements, and drainage modifications/upgrades.							
(1) TITLE AND LOCATION (City and State) Largo West Bay Trailhead (FDOT LAP) Largo, FL	<table border="1"> <tr> <th colspan="2">(2) YEAR COMPLETED</th> </tr> <tr> <td>PROFESSIONAL SERVICES 2017</td> <td>CONSTRUCTION (If applicable) TBD</td> </tr> </table>			(2) YEAR COMPLETED		PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) TBD
(2) YEAR COMPLETED							
PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) TBD						
c. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Structural Engineer - CPH was selected by the City of Largo to perform Preliminary and Final Design Services for the W. Bay Drive Trail Head along the regional Pinellas Trail. The project includes aesthetic improvements to the West Bay Drive overpass and developing the trail head on both sides of West Bay Drive to provide trail amenities such as seating, drinking facilities, landscaping, lighting with event outlets, and educational and wayfinding information. It also includes converting 12th St SW to a one-way street with on-street parking, and numerous connections to the adjacent residential areas.							
(1) TITLE AND LOCATION (City and State) US 17-92 Riverwalk, Phase II & III (FDOT LAP) Sanford, FL	<table border="1"> <tr> <th colspan="2">(2) YEAR COMPLETED</th> </tr> <tr> <td>PROFESSIONAL SERVICES 2013</td> <td>CONSTRUCTION (If applicable) Ongoing</td> </tr> </table>			(2) YEAR COMPLETED		PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) Ongoing
(2) YEAR COMPLETED							
PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) Ongoing						
d. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Structural Engineer – Phase II of this FDOT LAP project included 1.5 miles of 10-14 foot wide trail, replacement of 5,500 feet of seawall along Lake Monroe, trail head parking, a prefabricated pedestrian bridge over Mill Creek, hardscaping, landscaping, and lighting. The design included advanced coordination with SJRWMD and FDEP because of work within sovereign submerged lands, replacement seawall, and pedestrian bridge. Due to the need for the trail to comply with ADA 2% maximum cross slope requirements, retaining walls were used in some areas to provide the necessary flat area, and simultaneously provided 100 year flood plain compensation – a requirement of the SJRWMD. Phase III involves planning, survey and design services for a 1.7 mile extension to the existing trail.							
(1) TITLE AND LOCATION (City and State) Miami Shores Village Low Pressure Sanitary Sewer and Water Main Miami Shores Village, FL	<table border="1"> <tr> <th colspan="2">(2) YEAR COMPLETED</th> </tr> <tr> <td>PROFESSIONAL SERVICES 2015</td> <td>CONSTRUCTION (If applicable) 2015</td> </tr> </table>			(2) YEAR COMPLETED		PROFESSIONAL SERVICES 2015	CONSTRUCTION (If applicable) 2015
(2) YEAR COMPLETED							
PROFESSIONAL SERVICES 2015	CONSTRUCTION (If applicable) 2015						
e. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Structural Engineer – Design, permitting, and inspection to support the construction, installation, testing and commissioning activities for a new low pressure sanitary sewer system in Miami Shores Village.							

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT
(Complete one Section E for each key person.)

12. NAME David J. Melfi, P.E.	13. ROLE IN THIS CONTRACT M/E/P Engineer	14. YEARS EXPERIENCE <table border="1"> <tr> <td>a. TOTAL 11</td> <td>b. WITH CURRENT FIRM 2</td> </tr> </table>		a. TOTAL 11	b. WITH CURRENT FIRM 2
a. TOTAL 11	b. WITH CURRENT FIRM 2				
15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Sanford, FL					
16. EDUCATION (DEGREE AND SPECIALIZATION) M.A. in Architectural Engineering, Pennsylvania State University B.A. in Architectural Engineering, Pennsylvania State University		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer – FL (No. 72405)			
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)					
<p align="center">19. RELEVANT PROJECTS</p>					
(1) TITLE AND LOCATION (City and State) Riverwood CDD - Lake Study & Pond Evaluation Port Charlotte, FL		(2) YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES 2017</td> <td>CONSTRUCTION (If applicable) 2018</td> </tr> </table>		PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) 2018
PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) 2018				
a. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm M/E/P Engineer - CPH conducted a lake study and pond evaluation of the CDD maintained lakes/ponds located within the Community with a focus on erosion and sedimentation, life safety, and compliance with the SwFWMD Environmental Resource Permits.					
(1) TITLE AND LOCATION (City and State) Monroe County Firestation at Cudjoe Key Cudjoe Key, FL		(2) YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES 2016</td> <td>CONSTRUCTION (If applicable) TBD</td> </tr> </table>		PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) TBD
PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) TBD				
b. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm M/E/P Engineer - CPH is providing pre-design phase/programming, Schematic Design, Design Development, Construction documents, Bidding and Permitting assistance, and Construction Administration for a new 7,500 SF Fire Station on Cudjoe Key. Additional services provided will be site plan review, civil engineering, landscape architecture, and FDOT Review and Florida Green Build criteria. The building will be designed to meet or exceed Florida Green Building Coalition (FGBC) standards.					
(1) TITLE AND LOCATION (City and State) W. Leesburg Neighborhood Resource Center Leesburg, FL		(2) YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES 2016</td> <td>CONSTRUCTION (If applicable) Ongoing</td> </tr> </table>		PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) Ongoing
PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) Ongoing				
c. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm M/E/P Engineer – CPH provided surveying, civil, landscape, architectural and M/E/P design for a new 9,000 SF Neighborhood Resource Center for the City of Leesburg. The Center will include meeting room spaces for large and small groups, a computer lab, office space for local community service providers, conference rooms for miscellaneous social groups, and a Kitchen / Café facility.					
(1) TITLE AND LOCATION (City and State) Largo West Bay Trailhead (FDOT LAP) Largo, FL		(2) YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES 2017</td> <td>CONSTRUCTION (If applicable) TBD</td> </tr> </table>		PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) TBD
PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) TBD				
d. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm M/E/P Engineer - CPH was selected by the City of Largo to perform Preliminary and Final Design Services for the W. Bay Drive Trail Head along the regional Pinellas Trail. The project includes aesthetic improvements to the West Bay Drive overpass and developing the trail head on both sides of West Bay Drive to provide trail amenities such as seating, drinking facilities, landscaping, lighting with event outlets, and educational and wayfinding information. It also includes converting 12th St SW to a one-way street with on-street parking, and numerous connections to the adjacent residential areas.					
(1) TITLE AND LOCATION (City and State) West Melbourne Police Station Renovation and Addition W. Melbourne, FL		(2) YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES Ongoing</td> <td>CONSTRUCTION (If applicable) TBD</td> </tr> </table>		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) TBD
PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) TBD				
e. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm M/E/P Engineer - CPH is providing architectural and engineering services to design a renovation to increase the existing 10,200 SF building by 9,500 SF including the addition of new offices, a training room and evidence storage. The existing building will have a new entrance canopy and façade to match the addition. CPH will reconfigure the interior rooms for larger locker rooms and offices for police operations.					

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT
(Complete one Section E for each key person.)

12. NAME Maxwell D. Spann, PLA, APA, CLARB	13. ROLE IN THIS CONTRACT Landscape Architect	14. YEARS EXPERIENCE <table border="1"> <tr> <td>a. TOTAL 17</td> <td>b. WITH CURRENT FIRM 2</td> </tr> </table>		a. TOTAL 17	b. WITH CURRENT FIRM 2
a. TOTAL 17	b. WITH CURRENT FIRM 2				
15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Sanford, FL					
16. EDUCATION (DEGREE AND SPECIALIZATION) Bachelor of Landscape Architecture, Kansas State University	17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Landscape Architect – FL (No. 6666780) CLARB Certified – (No. 31691)				
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) American Planning Association, American Public Gardens Association, Florida Chapter ASLA – Orlando Section Chair					

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State) US 17-92 Riverwalk, Phase III (FDOT LAP) Sanford, FL	(2) YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES Ongoing</td> <td>CONSTRUCTION (If applicable) TBD</td> </tr> </table>		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) TBD
PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) TBD			
a. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Landscape Architect – Phase III involves planning, survey and design services for a 1.7 mile extension to the existing trail. The new extension connects to the previous phase designed by CPH and is the final connection between the I-4 Corridor with the adjacent Seminole County Rinehart Trail and the downtown Sanford RiverWalk Trail system. This project followed the complete streets design elements with the provision of a Multi-Use Trail, Roadway safety improvements, Traffic Calming design, Roadway & Trail Lighting, Utility Design, Structural Seawall Design, Drainage Improvements/Design, Irrigation Design, Beautification, Hardscape and Landscape Design, Scenic Overlooks of Lake Monroe, Way-finding Design, Pedestrian Mid-Block Crossings (Rectangular Rapid Flashing Beacons), Traffic Studies, Survey, and Wetland Mitigation.				
(1) TITLE AND LOCATION (City and State) Cape Coral SE 47th Terrace Streetscape Improvements Cape Coral, FL	(2) YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES 2016</td> <td>CONSTRUCTION (If applicable) Ongoing</td> </tr> </table>		PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) Ongoing
PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) Ongoing			
b. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Landscape Architect - CPH is providing design and construction engineering services for the streetscape improvements of SE 47th Terrace from Coronado Parkway to Del Prado Blvd. The improvements will include sidewalks with pavers, landscaping, road reconstruction, removal of on-street parking, off-street parking modifications, streetlights, traffic analysis and calming, raised mid-block pedestrian crossings, street furniture, ADA improvements, and drainage modifications/upgrades.				
(1) TITLE AND LOCATION (City and State) Riverwood CDD - Continuing Engineering Services Contract Port Charlotte, FL	(2) YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES 2013</td> <td>CONSTRUCTION (If applicable) 2018</td> </tr> </table>		PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) 2018
PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) 2018			
c. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Landscape Architect - CPH has been providing Continuing Engineering Services to the Riverwood Community Development District since 2013. Projects have included roadway, stormwater, surveying, utility and environmental services. The team has provided services that include engineering, landscape architecture, architecture, planning, surveying, environmental science, utilities and construction administration.				
(1) TITLE AND LOCATION (City and State) Oak Avenue Streetscape Improvement Sanford, FL	(2) YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES Ongoing</td> <td>CONSTRUCTION (If applicable) TBD</td> </tr> </table>		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) TBD
PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) TBD			
d. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Landscape Architect – CPH was selected to perform the design for landscape, irrigation, hardscape, and lighting along Oak Avenue between 1st Street and 3rd Street. The project will add parallel parking in areas that have no designated parking spaces as well as convert angle parking spaces to parallel parking. The purpose of this project is to improve the visual and functional character of the street in order to encourage business development.				
(1) TITLE AND LOCATION (City and State) DeBary Splash Park DeBary, FL	(2) YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES 2012</td> <td>CONSTRUCTION (If applicable) 2013</td> </tr> </table>		PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2013
PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2013			
e. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm CPH provided planning, design, permitting, surveying and construction services for a splash pad water feature and all associated appurtenances for the City of DeBary. The design included a 2,000 sq. ft. splash pad, bathroom building, pump room to house the pump and chlorination equipment, in-ground return water tank, extension of electrical service, water service and gravity sewer lines to support the splash pad, and additional sidewalks adjacent to the new splash pad. CPH met with City staff to select the theme and features for the park during the design phase. CPH provided plan and profile drawings for the splash pad at the 60%, 90% and 100% design levels. This project also included coordination with the electrical engineer and the water feature manufacturer for both layout and power supply to the pump equipment.				

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT
(Complete one Section E for each key person.)

12. NAME James K. Winter, RLA, CLARB	13. ROLE IN THIS CONTRACT Landscape Architect	14. YEARS EXPERIENCE <table border="1"> <tr> <td>a. TOTAL 36</td> <td>b. WITH CURRENT FIRM 12</td> </tr> </table>		a. TOTAL 36	b. WITH CURRENT FIRM 12
a. TOTAL 36	b. WITH CURRENT FIRM 12				
15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Sanford, FL					
16. EDUCATION (DEGREE AND SPECIALIZATION) B.A. in Landscape Architecture, Mississippi State University		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Registered Landscape Architect – FL (No. 0000911) CLARB Certified – (No. 5203)			
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)					

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State) Manasota Beach Park Restroom and Concession Stand Englewood, FL	(2) YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES 2013</td> <td>CONSTRUCTION (If applicable) 2014</td> </tr> </table>		PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) 2014
PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) 2014			
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm a. Landscape Architect - CPH was retained by Sarasota County for site planning, engineering, environmental services, permitting, bidding and construction administration services for construction of a new restroom and multi-purpose building, with ADA parking and access, stormwater treatment system, and new septic system for Manasota Beach Park. The project incorporated green building practices and the site plan needed to work with existing architectural elements as well as the beautiful view of the beach enjoyed by vehicles approaching the park. In addition to restrooms, the facility incorporated a concession building, lifeguard break room/treatment room and a work station for local law enforcement.				
(1) TITLE AND LOCATION (City and State) Cape Coral SE 47th Terrace Streetscape Improvements Cape Coral, FL	(2) YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES 2016</td> <td>CONSTRUCTION (If applicable) Ongoing</td> </tr> </table>		PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) Ongoing
PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) Ongoing			
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm b. Landscape Architect - CPH is providing design and construction engineering services for the streetscape improvements of SE 47th Terrace from Coronado Parkway to Del Prado Blvd. The improvements will include sidewalks with pavers, landscaping, road reconstruction, removal of on-street parking, off-street parking modifications, streetlights, traffic analysis and calming, raised mid-block pedestrian crossings, street furniture, ADA improvements, and drainage modifications/upgrades.				
(1) TITLE AND LOCATION (City and State) Monroe Street/Huntley Ave. Roadway/Streetscape/Waterline Dunedin, FL	(2) YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES 2015</td> <td>CONSTRUCTION (If applicable) Ongoing</td> </tr> </table>		PROFESSIONAL SERVICES 2015	CONSTRUCTION (If applicable) Ongoing
PROFESSIONAL SERVICES 2015	CONSTRUCTION (If applicable) Ongoing			
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm c. Landscape Architect - CPH provided engineering services for the Streetscape and Roadway/ADA Improvement project for the City of Dunedin. The improvement project consisted of two connections to the Pinellas Trail, allowing pedestrians and bicyclist to move from the Trail to the Huntley Avenue corridor. In addition, the project included: parallel/angled parking within the right-of-way, new sidewalks on both sides of the road, drainage evaluation, a new water main along Huntley Avenue that connected to existing water mains along Monroe Street and Washington Street. CPH services included planning, roadway, drainage, utility, traffic, landscaping, irrigation, survey and permitting				
(1) TITLE AND LOCATION (City and State) Oak Avenue Streetscape Improvement Sanford, FL	(2) YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES Ongoing</td> <td>CONSTRUCTION (If applicable) TBD</td> </tr> </table>		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) TBD
PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) TBD			
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm d. Landscape Architect – CPH was selected to perform the design for landscape, irrigation, hardscape, and lighting along Oak Avenue between 1st Street and 3rd Street. The project will add parallel parking in areas that have no designated parking spaces as well as convert angle parking spaces to parallel parking. The purpose of this project is to improve the visual and functional character of the street in order to encourage business development.				
(1) TITLE AND LOCATION (City and State) DeBary Splash Park DeBary, FL	(2) YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES 2012</td> <td>CONSTRUCTION (If applicable) 2013</td> </tr> </table>		PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2013
PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2013			
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm e. CPH provided planning, design, permitting, surveying and construction services for a splash pad water feature and all associated appurtenances for the City of DeBary. The design included a 2,000 sq. ft. splash pad, bathroom building, pump room to house the pump and chlorination equipment, in-ground return water tank, extension of electrical service, water service and gravity sewer lines to support the splash pad, and additional sidewalks adjacent to the new splash pad. CPH met with City staff to select the theme and features for the park during the design phase. CPH provided plan and profile drawings for the splash pad at the 60%, 90% and 100% design levels. This project also included coordination with the electrical engineer and the water feature manufacturer for both layout and power supply to the pump equipment.				

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Thomas J. Galloway, PSM	13. ROLE IN THIS CONTRACT Project Surveyor	14. YEARS EXPERIENCE	
		a. TOTAL 27	b. WITH CURRENT FIRM 16
15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Sanford, FL			
16. EDUCATION (DEGREE AND SPECIALIZATION) B.S. in Surveying and Mapping, University of Florida		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Surveyor & Mapper – FL (No. 6549) NCEES Council No. 1291	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			

19. RELEVANT PROJECTS

a. (1) TITLE AND LOCATION (City and State) DeBary Splash Park DeBary, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2013
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm CPH provided planning, design, permitting, surveying and construction services for a splash pad water feature and all associated appurtenances for the City of DeBary. The design included a 2,000 sq. ft. splash pad, bathroom building, pump room to house the pump and chlorination equipment, in-ground return water tank, extension of electrical service, water service and gravity sewer lines to support the splash pad, and additional sidewalks adjacent to the new splash pad. CPH met with City staff to select the theme and features for the park during the design phase. CPH provided plan and profile drawings for the splash pad at the 60%, 90% and 100% design levels. This project also included coordination with the electrical engineer and the water feature manufacturer for both layout and power supply to the pump equipment.		
b. (1) TITLE AND LOCATION (City and State) Largo West Bay Trailhead (FDOT LAP) Largo, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) TBD
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Surveyor - CPH was selected by the City of Largo to perform Preliminary and Final Design Services for the W. Bay Drive Trail Head along the regional Pinellas Trail. The project includes aesthetic improvements to the West Bay Drive overpass and developing the trail head on both sides of West Bay Drive to provide trail amenities such as seating, drinking facilities, landscaping, lighting with event outlets, and educational and wayfinding information. It also includes converting 12th St SW to a one-way street with on-street parking, and numerous connections to the adjacent residential areas.		
c. (1) TITLE AND LOCATION (City and State) Cape Coral SE 47th Terrace Streetscape Improvements Cape Coral, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) Ongoing
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Surveyor - CPH is providing design and construction engineering services for the streetscape improvements of SE 47th Terrace from Coronado Parkway to Del Prado Blvd. The improvements will include sidewalks with pavers, landscaping, road reconstruction, removal of on-street parking, off-street parking modifications, streetlights, traffic analysis and calming, raised mid-block pedestrian crossings, street furniture, ADA improvements, and drainage modifications/upgrades.		
d. (1) TITLE AND LOCATION (City and State) Rosery Road Largo, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) 2014
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Surveyor – CPH designed a portion of Rosery Road as part of an offsite improvement for a development on the Southeast corner of Missouri Avenue and Rosery Road. The design includes approximately 800' full depth replacement, bicycle lanes, landscaped medians, drainage structure and pipe installation, yard drains, and driveway replacement.		
e. (1) TITLE AND LOCATION (City and State) Habitat CDD - Continuing Services Contract Estero, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) Ongoing
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Surveyor - CPH has been providing continuing Engineering services to the Habitat Community Development District since 2016. Projects have included surveying, stormwater, and environmental services. The team has provided services that include engineering, landscape architecture, surveying, environmental science, and construction administration.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT
(Complete one Section E for each key person.)

12. NAME Paul J. Katrek, PSM	13. ROLE IN THIS CONTRACT Project Surveyor	14. YEARS EXPERIENCE	
		a. TOTAL 25	b. WITH CURRENT FIRM 11
15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Sanford, FL			
16. EDUCATION (DEGREE AND SPECIALIZATION) A.S. in Architecture & Building Technology, Daytona Beach Community College		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Surveyor & Mapper - FL (No. 6233) NCEES Record No. 1342	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			

19. RELEVANT PROJECTS

a.	(1) TITLE AND LOCATION (City and State) DeBary Splash Park DeBary, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2013
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm			
CPH provided planning, design, permitting, surveying and construction services for a splash pad water feature and all associated appurtenances for the City of DeBary. The design included a 2,000 sq. ft. splash pad, bathroom building, pump room to house the pump and chlorination equipment, in-ground return water tank, extension of electrical service, water service and gravity sewer lines to support the splash pad, and additional sidewalks adjacent to the new splash pad. CPH met with City staff to select the theme and features for the park during the design phase. CPH provided plan and profile drawings for the splash pad at the 60%, 90% and 100% design levels. This project also included coordination with the electrical engineer and the water feature manufacturer for both layout and power supply to the pump equipment.			
b.	(1) TITLE AND LOCATION (City and State) Sanford 1st Street Streetscape and Gateway Improvements Sanford, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2009	CONSTRUCTION (If applicable) 2009
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm			
Project Surveyor - CPH provided the City of Sanford a streetscape design package for a 6 block section of historic First Street (approximately 0.40 miles). The intent of this project was to closely match the streetscape of improvements previously completed on First Street. CPH designed the Roadway, Landscape, Architecture, and Utility Plans and prepared Specifications for the complete reconstruction of the roadway, including several utility upgrades. Located within the historic district, all accessible routes were upgraded to meet current ADA criteria, including the intersection with US 17-92. Detailed Maintenance of Traffic Plans were developed, with additional emphasis on pedestrian routes to maintain access to the downtown businesses. The two-lane urban section included parallel parking and speed tables for traffic calming.			
c.	(1) TITLE AND LOCATION (City and State) Bluford Avenue, Phase II Ocoee, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) Ongoing
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm			
Project Surveyor - This project involves a 3,000 ft. long segment of Bluford Ave. in the heart of the City of Ocoee, from Delaware St. to Silver Star Road (SR 438) and passes through the historic downtown area, as well as the current and future City Halls. The project includes the reconstruction of the roadway following the completion of the water main, gravity sewer, and reclaimed water main installations. This reconstruction will include replacing nearly two-thirds of the roads length with brick pavers instead of halt, to denote the downtown and municipal complexes with this change in road's character. This will be done in conjunction with the transfer of all utilities from existing overhead poles to underground conduits and the installation of street lighting.			
d.	(1) TITLE AND LOCATION (City and State) West Georgia Avenue Streetscape and Landscaping Improvements DeLand, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2018	CONSTRUCTION (If applicable) 2018
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm			
Project Surveyor - The improvements included sidewalk removal and replacement, modification of access drives and ramps for accessibility, design of decorative lighting, roadway rehabilitation, street furniture, signage, decorative pavers and related infrastructure. Landscape architectural services will include design of irrigation system and plantings.			
e.	(1) TITLE AND LOCATION (City and State) Ocoee Downtown Streets Redevelopment Ocoee, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) TBD
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm			
Project Surveyor - CPH is providing design services needed to build a major gateway structure at the intersection of Bluford Avenue and Geneva Street, plus a West Orange Trail connection from the SR 429 interchange on Franklin Street to the northern Taylor Street roundabout. Continuity of the Trail connection will also be part of the Taylor Street and Oakland Avenue reconstruction projects. The total cost of construction for the included scope of work is estimated to be approximately \$2.4 million.			

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Randall "Randy" L. Roberts, PSM	13. ROLE IN THIS CONTRACT Project Surveyor	14. YEARS EXPERIENCE <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">a. TOTAL 43</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">b. WITH CURRENT FIRM 13</td> </tr> </table>		a. TOTAL 43	b. WITH CURRENT FIRM 13
a. TOTAL 43	b. WITH CURRENT FIRM 13				
15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Sanford, FL					
16. EDUCATION (DEGREE AND SPECIALIZATION) Honor Graduate of University of Florida Surveying Program, College of Engineering		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Surveyor & Mapper – FL (No. 3144)			
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)					

19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State) Largo West Bay Trailhead (FDOT LAP) Largo, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES 2017</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable) TBD</td> </tr> </table>		PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) TBD
PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) TBD				
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Surveyor - CPH was selected by the City of Largo to perform Preliminary and Final Design Services for the W. Bay Drive Trail Head along the regional Pinellas Trail. The project includes aesthetic improvements to the West Bay Drive overpass and developing the trail head on both sides of West Bay Drive to provide trail amenities such as seating, drinking facilities, landscaping, lighting with event outlets, and educational and wayfinding information. It also includes converting 12th St SW to a one-way street with on-street parking, and numerous connections to the adjacent residential areas.				
	(1) TITLE AND LOCATION (City and State) Cape Coral SE 47th Terrace Streetscape Improvements Cape Coral, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES 2016</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable) Ongoing</td> </tr> </table>		PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) Ongoing
PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) Ongoing				
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Surveyor - CPH is providing design and construction engineering services for the streetscape improvements of SE 47th Terrace from Coronado Parkway to Del Prado Blvd. The improvements will include sidewalks with pavers, landscaping, road reconstruction, removal of on-street parking, off-street parking modifications, streetlights, traffic analysis and calming, raised mid-block pedestrian crossings, street furniture, ADA improvements, and drainage modifications/upgrades.				
	(1) TITLE AND LOCATION (City and State) Riverwood CDD - Lake Study & Pond Evaluation Port Charlotte, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES 2017</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable) 2018</td> </tr> </table>		PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) 2018
PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) 2018				
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Surveyor - CPH conducted a lake study and pond evaluation of the CDD maintained lakes/ponds located within the Community with a focus on erosion and sedimentation, life safety, and compliance with the SwFWMD Environmental Resource Permits.				
	(1) TITLE AND LOCATION (City and State) Bell Shoals Road Four-Laning Design Hillsborough County, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES 2012</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable) 2015</td> </tr> </table>		PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2015
PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2015				
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm Project Surveyor - CPH provided services for this four-lane widening of approximately 3.25 miles of the existing two-lane roadway for Bell Shoals Road, Boyette Road and Fishhawk Boulevard, plus another approximate .2 mile of overlapping transitions on Bell Shoals Road between the two phases. CPH services included preparation of final engineering plans for permitting and construction and permitting assistance with the various agencies that required approval.				
	(1) TITLE AND LOCATION (City and State) DeBary Splash Park DeBary, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES 2012</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable) 2013</td> </tr> </table>		PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2013
PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2013				
e.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm CPH provided planning, design, permitting, surveying and construction services for a splash pad water feature and all associated appurtenances for the City of DeBary. The design included a 2,000 sq. ft. splash pad, bathroom building, pump room to house the pump and chlorination equipment, in-ground return water tank, extension of electrical service, water service and gravity sewer lines to support the splash pad, and additional sidewalks adjacent to the new splash pad. CPH met with City staff to select the theme and features for the park during the design phase. CPH provided plan and profile drawings for the splash pad at the 60%, 90% and 100% design levels. This project also included coordination with the electrical engineer and the water feature manufacturer for both layout and power supply to the pump equipment.				

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Amy E. Daly, LEED AP	13. ROLE IN THIS CONTRACT Environmental Scientist	14. YEARS EXPERIENCE <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">a. TOTAL 25</td> <td style="width: 50%; text-align: center;">b. WITH CURRENT FIRM 14</td> </tr> </table>	a. TOTAL 25	b. WITH CURRENT FIRM 14
a. TOTAL 25	b. WITH CURRENT FIRM 14			
15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Sanford, FL				
16. EDUCATION (DEGREE AND SPECIALIZATION) M.B.A., FMU, Summa Cum Laude B.S. Biological Sciences, Florida State University	17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Authorized Gopher Tortoise Agent (GTA-09-00145E) LEED Accredited Professional			
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) U.S. Army Corps of Engineers Wetland Delineator, Florida Unified Mitigation Methodology Course, Qualified Stormwater Management Inspector, Prescribed Burner				

19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State) Heritage Bay CDD - Continuing Services Contract Naples, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES Ongoing</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) Ongoing</td> </tr> </table>		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) Ongoing
PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) Ongoing				
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Environmental Scientist - CPH has been providing continuing Engineering services to the Heritage Bay Community Development District since 2016. Projects have included roadway, stormwater, and environmental services. The team has provided services that include engineering, landscape architecture, architecture, planning, surveying, environmental science, and construction administration.				
	(1) TITLE AND LOCATION (City and State) Riverwood CDD - Lake Study & Pond Evaluation Port Charlotte, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES 2017</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) 2018</td> </tr> </table>		PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) 2018
PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) 2018				
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Environmental Scientist - CPH conducted a lake study and pond evaluation of the CDD maintained lakes/ponds located within the Community with a focus on erosion and sedimentation, life safety, and compliance with the SwFWMD Environmental Resource Permits.				
	(1) TITLE AND LOCATION (City and State) Cape Coral SE 47th Terrace Streetscape Improvements Cape Coral, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES 2016</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) Ongoing</td> </tr> </table>		PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) Ongoing
PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) Ongoing				
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Environmental Scientist - CPH is providing design and construction engineering services for the streetscape improvements of SE 47th Terrace from Coronado Parkway to Del Prado Blvd. The improvements will include sidewalks with pavers, landscaping, road reconstruction, removal of on-street parking, off-street parking modifications, streetlights, traffic analysis and calming, raised mid-block pedestrian crossings, street furniture, ADA improvements, and drainage modifications/upgrades.				
	(1) TITLE AND LOCATION (City and State) Sanford Riverwalk Phases II and III (FDOT LAP) Sanford, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES 2013</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) Ongoing</td> </tr> </table>		PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) Ongoing
PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) Ongoing				
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Environmental Scientist - Phase II of this project included 1.5 miles of 10-14 foot wide trail, replacement of 5,500 feet of seawall along Lake Monroe, trail head parking, a prefabricated pedestrian bridge over Mill Creek, hardscaping, landscaping, and lighting. Phase III involves planning, survey, and design services for a 1.7 mile extension to an existing trail. This project followed the complete streets design elements with the provision of a Multi-Use Trail, Roadway safety improvements, Traffic Calming design, Roadway & Trail Lighting, Utility Design, Structural Seawall Design, Drainage Improvements/Design, Irrigation Design, Beautification, Hardscape and Landscape Design, Scenic Overlooks of Lake Monroe, Way-finding Design, Pedestrian Mid-Block Crossings (Rectangular Rapid Flashing Beacons), Traffic Studies, Survey, and Wetland Mitigation. The current estimated construction cost of \$20 Million is funded through a Local Joint Project Agreement between the City of Sanford, Seminole County and the FDOT.				
	(1) TITLE AND LOCATION (City and State) Largo West Bay Trailhead (FDOT LAP) Largo, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES 2017</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) TBD</td> </tr> </table>		PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) TBD
PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) TBD				
e.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Environmental Scientist - CPH was selected by the City of Largo to perform Preliminary and Final Design Services for the W. Bay Drive Trail Head along the regional Pinellas Trail. The project includes aesthetic improvements to the West Bay Drive overpass and developing the trail head on both sides of West Bay Drive to provide trail amenities such as seating, drinking facilities, landscaping, lighting with event outlets, and educational and wayfinding information. It also includes converting 12th St SW to a one-way street with on-street parking, and numerous connections to the adjacent residential areas.				

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME David A. Landers	13. ROLE IN THIS CONTRACT Environmental Scientist	14. YEARS EXPERIENCE <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">a. TOTAL 23</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">b. WITH CURRENT FIRM 11</td> </tr> </table>		a. TOTAL 23	b. WITH CURRENT FIRM 11		
a. TOTAL 23	b. WITH CURRENT FIRM 11						
15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Sarasota, FL							
16. EDUCATION (DEGREE AND SPECIALIZATION) B.S. in Zoology, University of South Florida B.A. in Russian, University of South Florida		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) FDEP Certified Stormwater Inspector & Certified Trainer Water Quality Impact Evaluation, FDOT Certification Number 186, 1995; Prescribed Fire Course, SSI; Advanced Open Water SCUBA Diver; ISA - Certified Arborist #FL6610A					
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)							
19. RELEVANT PROJECTS							
a.	(1) TITLE AND LOCATION (City and State) Caspersen Beach Park Improvements Sarasota County, FL	<table style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: center; border-bottom: 1px solid black;">(2) YEAR COMPLETED</th> </tr> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES 2011</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable) 2011</td> </tr> </table>		(2) YEAR COMPLETED		PROFESSIONAL SERVICES 2011	CONSTRUCTION (If applicable) 2011
(2) YEAR COMPLETED							
PROFESSIONAL SERVICES 2011	CONSTRUCTION (If applicable) 2011						
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Environmental Scientist - CPH was retained by Sarasota County for site planning, engineering, environmental services, permitting, and bidding/construction administration services for construction of two new restrooms located at 4100 Harbor Drive South, in Venice, Florida. The project includes approximately 4100 LF of new 4" watermain and 3100 LF of 2" forcemain with two lift stations and a new watermain for Caspersen Beach Park. The project also included the addition of new ADA parking and access, sidewalks, and stormwater treatment system.							
b.	(1) TITLE AND LOCATION (City and State) Warner's Bayou Boat Ramp Improvements Manatee County, FL	<table style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: center; border-bottom: 1px solid black;">(2) YEAR COMPLETED</th> </tr> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES 2013</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable) 2013</td> </tr> </table>		(2) YEAR COMPLETED		PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) 2013
(2) YEAR COMPLETED							
PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) 2013						
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Environmental Scientist - CPH was retained by Manatee County for site planning, engineering, permitting, landscape design, and bidding/construction administration services for construction of the improvements associated with the Warner's Bayou Boat Ramp which has jurisdictional wetlands that will need to be preserved. The project includes the modification of an existing boat ramp, reconfiguration of parking areas, and utility connections for a 200 s.f. new restroom.							
c.	(1) TITLE AND LOCATION (City and State) North Jetty Park Improvements Sarasota County, FL	<table style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: center; border-bottom: 1px solid black;">(2) YEAR COMPLETED</th> </tr> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES 2014</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable) 2014</td> </tr> </table>		(2) YEAR COMPLETED		PROFESSIONAL SERVICES 2014	CONSTRUCTION (If applicable) 2014
(2) YEAR COMPLETED							
PROFESSIONAL SERVICES 2014	CONSTRUCTION (If applicable) 2014						
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Environmental Scientist - CPH was retained by Sarasota County for site planning, engineering, environmental services, permitting, and bidding/construction administration services for construction of a new restroom/concession building for the North Jetty beach Park. The project included the addition of new ADA parking and access, sidewalks, redesign of the parking lot, addition of a plaza, and stormwater treatment system.							
d.	(1) TITLE AND LOCATION (City and State) Manasota Beach Park Restroom and Concession Stand Sarasota County, FL	<table style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: center; border-bottom: 1px solid black;">(2) YEAR COMPLETED</th> </tr> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES 2012</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable) 2012</td> </tr> </table>		(2) YEAR COMPLETED		PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2012
(2) YEAR COMPLETED							
PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2012						
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Environmental Scientist - CPH was retained by Sarasota County for site planning, engineering, environmental services, permitting, bidding and construction administration services for construction of a new restroom and multi-purpose building, with ADA parking and access, stormwater treatment system, and new septic system for Manasota Beach Park.							
e.	(1) TITLE AND LOCATION (City and State) Punta Gorda Linear Park/Multi-Use Trail -Phases II and III (FDOT LAP) Punta Gorda, FL	<table style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: center; border-bottom: 1px solid black;">(2) YEAR COMPLETED</th> </tr> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES 2010</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable) 2010</td> </tr> </table>		(2) YEAR COMPLETED		PROFESSIONAL SERVICES 2010	CONSTRUCTION (If applicable) 2010
(2) YEAR COMPLETED							
PROFESSIONAL SERVICES 2010	CONSTRUCTION (If applicable) 2010						
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Environmental Scientist - CPH provided design services for Phases II and III of a three phase linear park in Punta Gorda. The project runs along a tidal creek within the easement of the old Seaboard Coastline Railroad right-of-way from the Peace River to Cross Street (US 41). CPH provided landscape architecture, survey, and engineering design services for the Phase II section from Shreve Street to Cross Street, a distance of 3040 LF. The project included a 10' asphalt walking trail/bike path, rest/rain stations, lighting, accent paving design street crosswalks, pedestrian bridges over the creek, structural design for the bridge abutments, and appropriate site furnishings to include benches, water fountain, bollards, and trash cans. This project received funding through the FDOT Local Agency Program (LAP) and required coordination and approval from FDOT.							

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 1
21. TITLE AND LOCATION (City and State) Heritage Bay CDD - Continuing Services Contract Naples, FL	22. YEAR COMPLETED PROFESSIONAL SERVICES Ongoing CONSTRUCTION (If applicable)	
23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER Heritage Bay CDD	b. POINT OF CONTACT NAME Mr. Justin Faircloth	c. POINT OF CONTACT TELEPHONE NUMBER 239.245.7118 Ext. 306

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

CPH has been providing continuing Engineering services to the Heritage Bay Community Development District since 2016. Projects have included roadway, stormwater, and environmental services. The team has provided services that include engineering, landscape architecture, architecture, planning, surveying, environmental science, and construction administration. Some of the most recent projects for the CDD include:

Lake Bank Restoration (2018)

CPH provided design of bank restoration for the north shores of Lakes 30A and 30B of the community district boundary. CPH utilized record drawings provided by the District to aid in the design of the lake bank restoration. Rip rap and other methods of erosion prevention were incorporated in the final design.



Water Quality Monitoring (2018)

CPH provided water quality monitoring services quarterly from April 2017 through February 2018. The purpose of this project was to collect water quality data within approximately 29 lakes/stormwater management ponds within the Community Development District boundary. Samples taken were evaluated for Total Nitrogen, Total Phosphorous and chlorophyll a for each of the 29 lakes. A report of results was prepared for each quarterly monitoring event.

Stormwater System Analysis and Recommendations (2017)

CPH provided site investigation and data collection services to identify problem areas, confirm drainage flow, and identify areas that may not be constructed as designed for existing control structures, accessible inlets and cross drains. Findings were summarized in a report including SFwMD Inspection and Certification Requirements, critical areas that needed immediate attention, a ranking/prioritization of each pond/lake for the next phase of the Management Plan and recommendations for a routine inspection and maintenance schedule. CPH also provided topographic surveying and depth soundings to include Top of Bank (TOB) to pond bottoms with cross sections at a minimum of every 100 feet. Six site benchmarks were provided. The National Geodetic Survey control points were researched and verified in the field.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT		
a.	(1) FIRM NAME CPH, Inc.	(2) FIRM LOCATION (City and State) Tampa, FL
		(3) ROLE Prime
b.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)
		(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)
		(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)
		(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)
		(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)
		(3) ROLE

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 2
21. TITLE AND LOCATION (City and State) Habitat CDD - Lake Management & Stormwater System Analysis Estero, FL	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) Ongoing
23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER Habitat CDD	b. POINT OF CONTACT NAME Mr. Bob Koncar	c. POINT OF CONTACT TELEPHONE NUMBER 239.690.7100 Ext. 101

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

CPH has had a continuing contract with the Habitat CDD located in Estero, FL since 2016. CPH has provided services under our contract with the Habitat CDD for projects that include:

Lake Management and Stormwater System Analysis (2016) - CPH was responsible for conducting inspections and the analysis of stormwater management systems, lakes and wetland preserve areas. Considerations included permit compliance, proper system function and safety and aesthetic concerns for the residents and the District. Resultant assessment reports included identification and documentation of problems or concerns along with options and recommendations for corrective action, priorities and cost estimates for budgeting purposes. Also included are recommended routine maintenance actions, schedules and budgets.

LED Street Light Conversion Analysis (2016) - CPH evaluated the existing street light system for maintenance, tree trimming and repair. The evaluation included data on the cost benefits of modifying to an LED system compared to existing system. CPH also provided photometric planning for recommendations of additional light locations.

Bella Terra Wetland Staking (2016) - CPH provided services to verify and perform a wetland boundary stakeout of Lot 1, Block E, Bella Terra Unit Five. CPH prepared a boundary survey exhibit.

Bella Terra Environmental Preserve Line/Lake Maintenance Easement Staking (2018) - CPH provided services to field locate boundary monumentation and stakeout approximately 218 points within the Environmental Preserve Line/Lake Maintenance Easement.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT		
a.	(1) FIRM NAME CPH, Inc.	(2) FIRM LOCATION (City and State) Tampa, FL
		(3) ROLE Prime
b.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)
		(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)
		(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)
		(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)
		(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)
		(3) ROLE

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 3	
21. TITLE AND LOCATION (City and State) City of Palm Coast - Continuing Services Contract Palm Coast, FL		22. YEAR COMPLETED PROFESSIONAL SERVICES Ongoing CONSTRUCTION (If applicable) Ongoing	
23. PROJECT OWNER'S INFORMATION			
a. PROJECT OWNER City of Palm Coast		b. POINT OF CONTACT NAME Mr. Richard Adams	
		c. POINT OF CONTACT TELEPHONE NUMBER 386.986.2351	

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

CPH has been providing design and construction services to the City of Palm Coast since 1998. Projects have included water, wastewater, stormwater, roadway, parks, and trails. The team has provided services that include engineering, landscape architecture, architecture, planning, surveying, environmental science, and construction administration. Some of the most recent projects for the City include:

Palm Coast Water Treatment Plant No. 3 - CPH provided complete design (architectural and civil design) and construction management services for a new water treatment facility and administration offices. CPH prepared the initial project scope, initial budgets, prepared surveys, designs, permitted the project with FDEP, FDOT, Army Corp of Engineers, Flagler County, City of Palm Coast, and the St. Johns River Water Management District and provided full construction engineering and inspection services for the project.

SRF Funded Valley Gutter Improvements - This project consisted of the repair of approximately 18 intersections, which held standing water for long periods of time after rain events, and the downstream swale systems. CPH's services included providing ROW surveys for each of the intersections and downstream swale systems, preparation of construction plans for intersection improvements to keep the water off the pavement, as well as plans for the rehabilitation of the downstream swales and culverts to ensure positive outfall for each of the intersections. Permit exemptions were obtained from SJRWMD for all of the improvements.

SRF Funded Swale Rehabilitation Project - This project consisted of the rehabilitation of approximately 50 miles of roadside swales throughout the City. CPH's services included providing ROW surveys for the swale systems, and associated culverts to their outfall locations as well as preparation of construction plans for positive outfall to all of the swales, as well as identify and correct any driveway or roadway culverts that were impeding the flow of stormwater. Permit exemptions were obtained from SJRWMD for all of the improvements. CPH assisted the City with securing FDEP SRF loans for the project.

Palm Coast Master Drainage Study - CPH was contracted by the City of Palm Coast to perform a Master Drainage Study. The drainage study was performed in three phases: 1) Information Gathering; 2) Drainage Model; and, 3) Report Creation. The narrative provided the City with a description of the drainage system, with a summary of the results of the study. The project provided an overall description in each of the basins in the drainage study, current land use and development, and the drainage patterns within the basin, system ability to handle current drainage conditions.

Belle Terre Parkway Four Laning - CPH provided services including design, traffic services, landscape architecture, right-of-way acquisition, surveying and environmental services for the Belle Terre Parkway 4-Lane. The project consisted of approximately 4.1 miles of a 4-lane divided roadway, four 12-ft. travel lanes and two 4-ft. bicycle lanes. CPH provided general traffic engineering services including access management studies, traffic volume projections and traffic signal warrant analysis, plus the design of five new signals. The project also included the re-design of approximately 10,000 l.f. of 20-inch water main, 12,000 l.f. of 12-inch water main and 20,000 l.f. of 16-inch force main. Coordination with Florida Power and Light was provided to assist the City to bury 2 miles of overhead utilities, and avoid any potential conflicts between all utilities.

Belle Terre Parkway Trail (Design/Build) (FDOT LAP) - CPH, along with S.E. Cline Construction, won a Design/Build contract with the City of Palm Coast. The FDOT Local Agency Program (LAP) project, using American Recovery and Reinvestment Act of 2009 funds, included the preparation of the Trail and Landscape Plans to construct a 3.50 mile, 10-foot-wide asphalt multi-use path along Belle Terre Boulevard, and a 1.20 mile, 10-foot-wide concrete multi-use path along Belle Terre Parkway. The project also included environmental permitting, hydraulic analysis, stormwater permitting, and two pedestrian bridges.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
a.	(1) FIRM NAME CPH, Inc.	(2) FIRM LOCATION (City and State) Tampa, FL	(3) ROLE Prime
b.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 4
21. TITLE AND LOCATION (City and State) Reedy Creek Improvement District - Continuing Services Contract Lake Buena Vista, FL	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) Ongoing
23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER City of Lake Buena Vista	b. POINT OF CONTACT NAME Jason D. Herrick	c. POINT OF CONTACT TELEPHONE NUMBER 407.824.4759

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

CPH provided professional services on multiple projects under continuing contract with the Reedy Creek Improvement District. A few examples are below:

South Service Area / Site Master Planning - CPH was retained by Reedy Creek Energy Services (RCES) to conduct a Master Plan Study for the South Service Area (SSA). The mission was to identify, analyze and provide a "blueprint" for the efficient expansion and consolidation of the SSA Facility Campus given its anticipated growth and demand for its services. CPH prepare three (3) Master Plan Options identifying areas for expansion, relocation of uses, new uses, wayfinding concepts, parking loading, internal circulation and back-of-house activities. The master planning process included extensive Stakeholder interviews and questionnaires to identify department needs, concerns and growth projectives. A Preliminary Opinion of Cost was prepared for each Master Plan Option and an Implementation/Action Plan. A Structural Condition Assessment Report was conducted for the Recycled Materials Building and the Roof of Compost Building.

PW Valve Replacement at Magnolia and Floridan Way - A 16-inch water valve in the intersection of Magnolia Palm Drive and Floridan Way was leaking. As this is a major intersection and the entrance to the Shades of Green Resort, a failure of the main in this location would create major disruptions to guests and also block the entrance to the resort. Two alternatives were available to fix this valve. The first alternative involved replacing the valve in its current location. This alternative would require a detailed Maintenance of Traffic (MOT) plan to regulate traffic while the construction work is performed. Although a double depth digging box could be used to reach the valve, which is between 7 and 10 feet deep, there is very limited space available between the existing utilities (water, gravity, power, communications and force main) for placement of the digging box. Also, a digging box will not provide the structural integrity to allow traffic directly adjacent to the pit. It is standard practice to allow a space between the Jersey barricade and the edge of the box. This space for a 7 to 10-foot depth would be a minimum of four (4) feet. The total space needed for the construction would be approximately 20 feet wide. This would necessitate installation of temporary secondary lanes to accommodate traffic around the construction. If trench boxes could not be used, then the work would sheeting and shoring which would keep the work in a smaller footprint and limit the disruption to the traffic lanes. Also the smaller footprint will fit within the available area between existing utilities. This design alternative would also upgrade the existing fire hydrant by adding a shut-off valve at the hydrant. The second alternative evaluated involved a re-routing of the piping which removes the valve from the driving lane and from the system. We developed a preliminary sketch for the owner to review. This sketch showed the intent of our recommended design for the piping replacement. The reconnection of the water line was to be placed outside of the intersection which would allow more space for traffic movement. We believed that this connection could be done with a digging box because space is not limited in the area by other utilities. Disruption to traffic would be lessened by the piping relocation. The construction of the re-routed water line could also be accomplished in phases and at night which would allow the traffic to be reinstated during the daytime. This will lessen the impact on the Disney guests. The fire hydrant would be relocated to the southwest corner of the intersection and include an isolation valve. Reedy Creek staff also requested additional work while in the intersection. This additional work included locating a sanitary manhole, uncovering the manhole and raising it to pavement grade. Reedy Creek also wanted to repair/rehabilitate this manhole by the use of an internal liner. This work can be accomplished from the surface without shoring or a digging box. However, an MOT plan would be required and the work could easily be incorporated into the MOT plan for the valve replacement.

Cable and Electric Equipment Storage Facility – Site Improvements - The Reedy Creek Improvement District (Owner and/or RCID) desired to develop the existing Electrical Storage Yard (a.k.a. Back 40) located north of Floridan Way and West of Center Drive within the Disney World property. The site is surrounded by wetlands and accessed from Floridan Way with a secondary entrance from the main facility complex located at 5300 Center Drive. Based on wetland delineation information/drawing provided by RCID, which CPH overlaid on an aerial, the approximate developable land area is 3.06 acres. The site is being used as a storage yard for electrical transformers, electrical cables and other miscellaneous electrical equipment. Several small sheds are also on the site. Proposed improvements to the site includes installation of new security systems including new fences, fast arm gate, lighting and cameras are proposed. The remainder of the work will be to provide site work to improved storage area features and access so that the transformers and cable reels are not being placed directly on the ground. The proposed improvements to the Back 40 site included modification of the existing yard layout, modification and addition of perimeter fencing, pervious surface stabilization, installation of a fast-arm gate at the Floridan Way entrance, and installation of site lighting (six fixtures) and a security surveillance system (three cameras) that will be connected to the existing fiber optic network. As part of the site layout improvements, a storage system is developed that will include equipment pedestals for the transformers in one area and the cable reels in another area. Each area will include signage to identify the equipment located in each area of the site to facilitate inventory control and proper storage of the equipment.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT		
a. (1) FIRM NAME CPH, Inc.	(2) FIRM LOCATION (City and State) Tampa, FL	(3) ROLE Prime

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 5
21. TITLE AND LOCATION (City and State) Sarasota County - Continuing Services Contract Sarasota, FL	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) Ongoing
23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER Sarasota County	b. POINT OF CONTACT NAME Mr. Isaac Brownman, P.E.	c. POINT OF CONTACT TELEPHONE NUMBER 941.861.0852

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)

CPH has been providing design and construction services to Sarasota County since 2006. Projects have included roadway, parks, sewer, water, and trails. The team has provided services that include engineering, landscape architecture, architecture, planning, surveying, environmental science, and construction administration. Some of the most recent projects for the County include:

Caspersen Beach Park Improvements - CPH was retained by Sarasota County for site planning, engineering, environmental services, permitting, and bidding/construction administration services for construction of two new restrooms. The project includes approximately 4,100 l.f. of new 4-inch water main and 3,100 l.f. of 2-inch force main with two lift stations and a new water main for Caspersen Beach Park. The project also included the addition of new ADA parking and access, sidewalks, and stormwater treatment system.

Blind Pass Park Improvements - CPH was retained by Sarasota County for site planning, engineering, environmental services, permitting, bidding and construction administration services for construction of a new restroom, with ADA parking and access, sidewalks, water lines, stormwater treatment system and a new septic drain field for Blind Pass Park. Initial work included investigation of site constraints, establishing the client's program needs for the site and developing a preliminary site plan. The constraints analysis included aspects such as coastal construction regulations, flood elevations, protected species survey, wetland and protected habitat delineation, and geotechnical investigation.

Manasota Beach Park Restroom and Concession Stand - CPH was retained by Sarasota County for site planning, engineering, environmental services, permitting, bidding and construction administration services for construction of a new restroom and multi-purpose building, with ADA parking and access, stormwater treatment system, and new septic system for Manasota Beach Park. Initial work included investigation of site constraints, establishing the client's needs for the site and developing a preliminary site plan. The project incorporated green building practices and the site plan needed to work with existing architectural elements as well as the beautiful view of the beach enjoyed by vehicles approaching the park. CPH worked with the County to establish and use "branding elements" that are unique to Sarasota County Beach Parks. In addition to restrooms, the facility incorporated a concession building, lifeguard break room/treatment room and a work station for local law enforcement.

North Jetty Park Improvements - CPH was retained by Sarasota County for site planning, engineering, environmental services, permitting, and bidding/construction administration services for construction of a new restroom/concession building for the North Jetty beach Park. The project included the addition of new ADA parking and access, sidewalks, redesign of the parking lot, addition of a plaza, and stormwater treatment system. In addition, these improvements were seaward of the CCCL (Coastal Construction Control Line) and worked with the FDEP to obtain construction permits for the improvements seaward of the CCCL.

Turtle Beach Park- CPH provided engineering services for site improvements and amenities at Turtle Beach Park. The improvements included a canoe and kayak launching facility, playground facility, a gazebo, multiple pavilion structures, a parking lot expansion, and new sidewalks to connect the new amenities to the existing site amenities. Many of the improvements are seaward of the Coastal Construction Control Line. Additionally, several of the proposed improvements were adjacent to Blind Pass Lagoon where Water Course Buffer requirements and a sensitive Environmental Ecosystem are crucial to the unique design and associated permitting.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT		
a.	(1) FIRM NAME CPH, Inc.	(2) FIRM LOCATION (City and State) Tampa, FL
		(3) ROLE Prime

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

(Present as many projects as requested by the agency, or 10 projects, if not specified.
Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY
NUMBER

6

21. TITLE AND LOCATION (City and State) City of Sanford - Continuing Services Contract Sanford, FL		22. YEAR COMPLETED	
		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) Ongoing
23. PROJECT OWNER'S INFORMATION			
a. PROJECT OWNER City of Sanford	b. POINT OF CONTACT NAME Bilal Iftikhar, P.E.	c. POINT OF CONTACT TELEPHONE NUMBER 407.688.5000	

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)

CPH has been providing design and construction services to the City of Sanford since 1958. Projects have included water, wastewater, stormwater, roadway, parks, and trails. The team has provided services that include engineering, landscape architecture, architecture, planning, surveying, environmental science, and construction administration. Some of the most recent projects for the City include:

US 17/92 Beautification, Phase II (Ongoing) - After successful completion of the City of Sanford's 17-92 Beautification project Phase I, CPH was selected to complete Phase II as well. The proposed improvements will include decorative lighting, traffic signals, crosswalks, and paver utility strips. The current lighting levels will likely improve with the installation of technologically improved and more efficient fixtures that will be more carefully set for better light distribution. All overhead power lines will be undergrounded. Decorative crosswalks and inset pavers will round out the decorative and historic theme established in Phase I of the beautification project.



US 17/92 Riverwalk, Phase II & III (FDOT LAP) (Ongoing) - CPH provided design for this FDOT LAP project which included 1.5 miles of 10-14 foot wide trail, replacement of 5,500 feet of seawall along Lake Monroe, trail head parking, a prefabricated pedestrian bridge over Mill Creek, hardscaping, landscaping, and lighting. The design included advanced coordination with SJRWMD and FDEP because of work within sovereign submerged lands, replacement seawall, and pedestrian bridge. Due to the need for the trail to comply with ADA 2% maximum cross slope requirements, retaining walls were used in some areas to provide the necessary flat area, and simultaneously provided 100 year flood plain compensation - a requirement of the SJRWMD. CPH also provided planning, survey, and design services for a 1.7 mile extension to an existing trail. The new extension connects to the previous phase designed by CPH and is the final connection between the I-4 Corridor with the adjacent Seminole County Rinehart Trail and the downtown Sanford RiverWalk Trail system. Additionally, these improvements filled the largest remaining gap within the Lake Monroe Trail Loop system which spans both Seminole and Volusia Counties.



Mill Creek and Cloud Branch Drainage Improvements (Ongoing) - The Mill Creek and Cloud Branch drainage basins are approximately 1980 acres located within the northwestern portion of the City and drain through existing developed residential and industrial areas to Lake Monroe, which is a part of the St. Johns River. CPH's services included reviewing earlier reports, conducting field visits, gathering updated information, interviewing City and County staff, reviewing jurisdictional considerations, and establishing an existing condition and proposed improvements stormwater modeling report that was used to obtain an Individual MSSW Permit from the SJRWMD.



Oak Avenue Streetscape Improvements (2018) - CPH provided professional engineering services to provide streetscape upgrades along Oak Avenue between 1st Street and 3rd Street to improve the visual and functional character of the street in order to encourage business development in the area. The project included the addition of parallel parking areas as well as converting angle parking to parallel parking. The existing sidewalks were reconstructed for additional width where permitted. The project also included landscaped areas at the intersection of 2nd Street as well as the north side of the 3rd Street intersection and along the east and west sides of Oak Avenue. Lighting upgrades were performed to be consistent with the lighting master plan and utility stub-outs and connections were coordinated for future tie-ins.



SR 46 Utility Relocations - CPH provided design, permitting, and CEI services for the relocation of existing utilities along a 2.7 mile stretch of SR 46 between Mellonville Ave. and SR 415. The City's utilities were required to be relocated to accommodate the SR 46 widening to be constructed by the Florida Dept. of Transportation (FDOT). The Work included Gopher Tortoise permitting and relocations, permitting through the Florida Dept. of Environmental Protection (FDEP water and sewer permits), coordination with FDOT and Florida Power and Light (FPL), and preparation of the FDOT required Utility Work Schedule (UWS).

Pump Branch Ditch Enclosure - The project consisted of constructing approximately 372-ft of new 7'x7' concrete box culvert to enclose an existing ditch and replace existing 84" culvert along the Pump Branch drainage system between 5th St. and 3rd St., east of Pine Ave. The project included surveying, environmental services (wetlands and ecological), geotechnical investigations, design, and permitting of a ditch enclosure, bidding assistance, and limited construction inspection services.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME CPH, Inc.	(2) FIRM LOCATION (City and State) Tampa, FL	(3) ROLE Prime
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F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 7
21. TITLE AND LOCATION (City and State) City of DeLand - Continuing Services Contract DeLand, FL	22. YEAR COMPLETED PROFESSIONAL SERVICES Ongoing CONSTRUCTION (If applicable) Ongoing	
23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER City of DeLand	b. POINT OF CONTACT NAME Mr. Keith Riger, P.E.	c. POINT OF CONTACT TELEPHONE NUMBER 386.626.7196

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

CPH has been providing design and construction services to the City of DeLand since 1997. Projects have included water, wastewater, stormwater, roadway, parks, and trails. The team has provided services that include engineering, landscape architecture, architecture, planning, surveying, environmental science, and construction administration. Some of the most recent projects for the City include:

West Georgia Avenue Streetscape - The improvements included sidewalk removal and replacement, modification of access drives and ramps for accessibility, design of decorative lighting, roadway rehabilitation, street furniture, signage, decorative pavers and related infrastructure. Landscape architectural services included design of irrigation system and plantings. The roadway was designed with an inverted crowned section sending the storm water to the center of the street, and Old Castle Adobe concrete pavers where use in a decorative herringbone pattern down the street. Removable bollards are used to define the festival area limits at both ends of the street, which allows for closure during events. The addition of festoon (market) lights along the corridor helped create a vibrant "festival-like" atmosphere, significantly enhancing evening events.

Drainage Analysis for SR 44 and Florida Avenue - CPH was tasked with analyzing the historical flooding issue at the intersection of SR 44 and Florida Avenue in the heart of downtown DeLand, Florida. Multiple studies had previously been performed in an attempt to identify ways to reduce the flooding that occurs with any storm greater than a 2-year rainfall event. The flooding often resulted in damage to adjacent commercial businesses and City Hall, as well as, presenting a hazard to vehicles along SR 44 which is a designated Coastal Hurricane Evacuation Route. The analysis identified specific problems, potential solutions, estimated benefits of proposed improvements, estimated construction costs, and provided a recommendation for which improvements should be considered for design and implementation. CPH's innovative thinking, detailed analysis and experience assisted the City of DeLand in obtaining FDOT approval for the proposed \$750,000 project, as well as, \$540,000 of funding from FDOT through a Joint Project Agreement (JPA).

Spec Martin Stadium and Earl Brown Park Improvements - The renovations to Spec Martin Stadium included the construction of a new multi-story press box that had suites for the Stetson University president, City officials, Press, and Coaches. A covered observation deck was added on the roof to allow for filming. Additional upgrades were also needed to the officials, visiting team, and home team locker rooms which were included as part of the project. The design also included many civil/site improvements around the stadium. The primary improvement was the addition of paved parking on the home and visitor sides of the stadium as well as grass parking across the street in Earl Brown Park. Retaining walls were added to the western parking area to allow for the creation of the new parking area and pedestrian access within the earthen berm. ADA upgrades were made to the south side of the stadium to allow visitors the ability to access this part of the locker rooms and concession building. Previously the only ADA access to the stadium was from the northern parking lot or through separate manned access gates. Safety improvements were also included to allow better movement of rescue personnel in and out of the stadium and to allow for larger vehicles movement. Stormwater upgrades are required for any new impervious area added to the site. For this we designed multiple treatment options which included overland flow system, exfiltration trenches, and dry retention ponds.

Alabama Avenue Greenway - The project consisted of a Local Agency Program (LAP) project between the Florida Department of Transportation and the City of DeLand. The project included the design and CEI of a 1.4 mile shared use path from the City's Earl Brown Park to the City's Painters Pond Park located near the southern property line of Stetson University. The design phase required reviewing the trail study prepared for FDOT by another engineering company, and modifying the alignment and trail width to fit within the City's existing rights-of-way. The Alabama Avenue Greenway Phase 2 project for the City of DeLand consisted of a 0.70 mile extension of the original 1.20 mile trail. CPH was awarded the original Alabama Avenue Greenway Trail which received funding through the FDOT Local Agency Program (LAP) and Volusia County's ECHO grant program. Excess funds remained allowing the City to extend the construction limits. CPH prepared cost models to determine how much additional trail could be constructed with the remaining funds. This phase included the design and permitting of a 10' - 12' wide asphalt and concrete trail through Stetson University, requiring extensive coordination and a combination of permanent and temporary construction easements from Stetson. The permitting required a permit exemption from SJRWMD, and CEI services were also included with the project.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT		
a. (1) FIRM NAME CPH, Inc.	(2) FIRM LOCATION (City and State) Tampa, FL	(3) ROLE Prime

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 8
21. TITLE AND LOCATION (City and State) City of Lake Mary - Continuing Services Contract Lake Mary, FL	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) Ongoing
23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER City of Lake Mary	b. POINT OF CONTACT NAME Bruce Paster, P.E.	c. POINT OF CONTACT TELEPHONE NUMBER 407.585.1452

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

CPH has been providing design and construction services to the City of Lake Mary since 1975. Projects have included water, wastewater, stormwater, roadway, parks, and trails. The team has provided services that include engineering, landscape architecture, architecture, planning, surveying, environmental science, and construction administration. Some of the most recent projects for the City include:

Wood Street/Soldier's Creek Crossing Improvements - The Soldier's Creek crossing of Wood Street was subject to frequent flooding since the existing culverts were severely undersized and the road grade was well below the flood stage, even during the 10-year storm. CPH created a new model for the City's project (using ICPR) and showed that the new crossing and a change in the road grade (the road elevation was increased so it was above the 10-year flood stage), did not increase or decrease channel flood elevations upstream and downstream of the crossing. The project consisted of replacement of the existing creek crossing with a new triple barrel concrete box culvert including headwalls and wingwalls, roadway re-grading and widening at the crossing, creek and embankment improvements, sodding, and other improvements associated with the new crossing.



Sports Complex - CPH was retained by the City of Lake Mary to provide master planning, design, bidding and services during the construction phase for this project. The primary facilities included a multi-purpose playing field, two softball fields, two little league/t-ball fields, and one picnic area with a fishing pier. Support facilities and improvements consisted of a restroom facility, stabilized parking area, site grading and development, and bleachers and bike racks. CPH provided coordination with other consultants, including a landscape architect, a surveying firm, soils engineering, and an electrical engineer.



Lake Mary Trailhead, Multi-Use Trail, and Gateway Park - CPH provided civil, landscape, and construction services for Rinehart Road Trail, Trailhead Park, and Lake Mary Gateway. The project entailed the planning and layout of a 12-ft. 2.1 mile asphalt trail segment from Lake Mary Blvd to CR46A. This portion of the trail is part of the Florida National Scenic Trail System. The project was done in conjunction with a roadway project which included the widening from 2-lane to 4-lane.



Sand Pond Road and Skyline Drive - CPH completed the Sand Pond/Skyline roadway project for the City of Lake Mary. The 1.25-mile project consists of minor widening, turn lane improvements, safety upgrades and converting the existing 2-lane rural roadway to a 2-lane urban roadway with sidewalks on both sides. The project also included extending Skyline Drive from its current terminus approximately 1,100-ft. to Emma Oaks Trail. The design implemented recommendations identified in a previous study to eliminate roadway flooding, improve traffic flow, and improve safety along the corridor. Services included geometric design to correct the horizontal and vertical alignments to comply with current standards, pavement analyses to determine the strength and integrity of the existing base material, hydraulic modeling for the proposed stormwater management system, utility coordination and permitting through SJRWMD and Seminole County.



Lake Mary Downtown Sanitary Sewer System Expansion - CPH provided design and permitting for a new wastewater collection system which included; submersible duplex pump station, 650 LF of 4" PVC forcemain, approximately 4,850 LF of gravity lines, 19 manholes, and 70 service laterals. The project work involved working within a well-established residential neighborhood within tree lined rights-of-way of the City of Lake Mary. CPH assisted the City in the application to FDEP for a construction permit as well as the application for a right of way permit for Seminole County. This project was constructed in two phases. The first was as part of the City's community building, and the second phase was a separate competitively bid project. Construction inspection and administrative services for both projects were provided by City staff. CPH prepared record drawings and final project certification

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT		
a.	(1) FIRM NAME CPH, Inc.	(2) FIRM LOCATION (City and State) Tampa, FL
		(3) ROLE Prime

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects. If not specified, Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 9		
21. TITLE AND LOCATION (City and State) Toho Water Authority - Continuing Services Contract Kissimmee, FL	22. YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES Ongoing</td> <td>CONSTRUCTION (If applicable) Ongoing</td> </tr> </table>		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) Ongoing
PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) Ongoing			
23. PROJECT OWNER'S INFORMATION				
a. PROJECT OWNER City of Kissimmee	b. POINT OF CONTACT NAME Mr. Edwin Matos, P.E.	c. POINT OF CONTACT TELEPHONE NUMBER 407.944.5024		

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

CPH was awarded our first continuing contract with the Toho Water Authority in 2004, since then we have worked on a variety of projects for Toho, which include large diameter water and wastewater transmission mains, lift station and sewer line rehabilitations, residential water mains, and services for the RAS pump replacement at the Sandhill Wastewater Treatment Plant. During the design and construction phases of these projects CPH formed positive relationships with TWA's project managers which have led to the successful completion of the projects. Over the last several years we have developed a great knowledge of Toho's existing water and wastewater system, standards, policies, and procedures which allow us to expedite design schedules and limit review time for our projects. To best serve TWA, on many of our projects, we have met with the City, County or FDOT in advance to best assist in permitting the projects in their respective rights-of-way. On several occasions our meetings with these agencies have resulted in huge cost savings for TWA as we eliminated unnecessary directional drills or excessive repair practices required by these agencies. In addition to our past services, CPH is currently working on other projects that are of high importance for TWA such as the Lift Station 35 hydraulic modeling which lead to the force main by-pass of this pump station, Osceola Parkway Phase II Utility Relocations, and the Highlands Water and Wastewater Improvements projects. On all of these projects we have demonstrated our ability to work effectively with local municipalities and other utilities which often leads to huge cost savings. During the design of these projects we discussed and negotiated the placement of proposed mains and other construction related aspects with various permitting agencies that significantly reduced construction costs. Below, we have included some of the projects we have successfully performed for TWA.

Martin Luther King Blvd 12-inch Reclaimed Water Main Extension - Toho Water Authority (TWA) desired a new reclaimed water main service for its new Administration facility on Martin Luther King Blvd (MLK) with a new 12-inch service line. The project included two separate segments; the first segment included a connection to TWA's existing 30-inch reclaimed water main (RWM) located on the Kissimmee Airport Property and extended 1,500 l.f. The second phase was 650 l.f. which required a significant open cut of John Young Parkway and work within a congested right of way. The project also included a 110 l.f. of 8-inch HDPE pipe installed by directional bore. CPH designed and permitted the project as well as provided construction observation services and significant coordination services between FDOT, the City of Kissimmee, and a private contractor working in the work zone.

Lift Stations (LS) LS-102 and LS-51 Rehabilitations - The Engineering Services consisted of preliminary and final design, permitting, bidding and construction phase services for LS-102 and LS-51 rehabilitations. The improvements at both locations consisted of the replacement of pump station pumps, bases, rails, discharge piping and valves with no change in capacity or head conditions, lift station control panel and other electrical components and replacement of existing SCADA system with new telemetry units.

Poinciana Blvd and US-17/92 Water Main - CPH provided planning, design, permitting, bid services, and full time CEI services for approximately 4.1 miles of 24-inch diameter water main along FDOT and Osceola County rights-of-way. The project had 6-inch to 30-inch HDPE directional drills for a total 3,600 l.f. throughout the project. Additionally, 2-inch to 42-inch jack and bores were designed for a total of 380 l.f. which occurred within FDOT and CSX ROW. CPH collected data from TWA, Osceola County, FDEP, CSX, FDOT, other utility companies, and performed site visits to evaluate existing site conditions that affected the placement of the new lines.

Main Street Sewer Improvements - Due to a failing gravity sewer segment under a busy Florida Department of Transportation (FDOT) roadway, CPH provided engineering services for the removal and replacement of 407 l.f. of 8-inch gravity sewer, 762 l.f. of cured-in-place sewer relining, reconnection of existing laterals, grout and recoat six manholes, and removal and replacement of one manhole. Work also included all bypass pumping, excavation, sheeting, shoring, dewatering, maintenance of traffic, and restoration of all disturbed FDOT and City of Kissimmee roadways. This project was located in one the busiest intersections in Osceola County.

Simpson Road 30" Water Main Project - TWA needed to extend a 30" water main from their Parkway Water Treatment Plant north along Simpson Road to just south of Boggy Creek Road. This phase of the Project consisted of approximately 5,300 l.f. of conventionally installed Ductile Iron 30" water main Right of way, 1,080 l.f. of 30" fusible PVC installed within 1,060 l.f. of directionally drilled 36" fusible PVC casing pipe across the Florida Turnpike. All work was performed in and along the rights of way of Osceola County and the FDOT.

Highlands Gravity Sewer and Water Main Replacement - This project included engineering and permitting services needed to replace approximately 8,300 feet each of aged gravity sewer (8") and small diameter water main [6,650 (6") and 1,750 (8")] along Coral Avenue, North Beaumont Avenue, Highland Avenue, Martina Avenue, Milton Avenue, and West Jackson Street between West Carroll Street and West Donegan Avenue. The project also included a sewer and roadway repair located in Kissimmee, FL. This project had over 240 service connections within the projects residential streets that required both new water and sewer connections. CPH provided all design services including survey and geotechnical coordination, preplanning and coordination with Osceola County, project design, permitting, bidding services, and assisted with public meetings. CPH was responsible for the reconstruction design of existing streets, including construction of stormwater inlets and storm sewers, replacement of sanitary sewers and laterals, and installation of new water mains. CPH also provided part time CEI services for sewer and water main work and full-time services for roadway restoration as required by the County.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT		
a. (1) FIRM NAME CPH, Inc.	(2) FIRM LOCATION (City and State) Tampa, FL	(3) ROLE Prime

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 10
21. TITLE AND LOCATION (City and State) Manatee County - Continuing Services Contract Manatee County, FL	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) Ongoing
23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER Manatee County	b. POINT OF CONTACT NAME Mr. Tom Yarger, Project Manager	c. POINT OF CONTACT TELEPHONE NUMBER 941.749.3003

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

CPH has been providing design and construction services to Manatee County since 2004. Projects have included roadway, parks, stormwater, water, sewer, and trails. The team has provided services that include engineering, landscape architecture, architecture, planning, surveying, environmental science, and construction administration. Some of the most recent projects for the County include:

Warner's Bayou Boat Ramp Improvements - CPH was retained by Manatee County for site planning, engineering, permitting, landscape design, and bidding/construction administration services for construction of the improvements associated with the Warner's Bayou Boat Ramp which has jurisdictional wetlands that will need to be preserved. The project includes the modification of an existing boat ramp, reconfiguration of parking areas, and utility connections for a 200 sq. ft. new restroom. Engineering work included investigation of site constraints, modeling of project's water, sewer, and stormwater systems and site improvements.

Lakewood Ranch Park Improvements - CPH provided Manatee County design services for park improvements. The proposed improvements included the addition of new buildings, trails, pavilions, playgrounds, and parking areas. A new "park plaza" is the focal point of the park and helps tie the existing amenities to the improvements. CPH provided stormwater improvements in order to bring the site into compliance with local jurisdiction and help alleviate existing flooding conditions throughout the park

North Coquina Boat Ramp Improvements - CPH was responsible for the design and permitting of a new boat ramp facility and corresponding seawall and dock. The improvements also included a new restroom building which was elevated in accordance with State Regulations. A small lift station was designed and permitted to accommodate the new restroom facility. A new stabilized shell parking lot and the sites associated stormwater improvements were also included in the project scope.

South Coquina Boat Ramp Improvements - CPH was responsible for the design and permitting of a new stabilized shell parking lot and the sites associated stormwater improvements. An existing pavilion was relocated adjacent to the intercoastal waterway in accordance with local and state regulations.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
a.	(1) FIRM NAME CPH, Inc.	(2) FIRM LOCATION (City and State) Tampa, FL	(3) ROLE Prime
b.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE

G. KEY PERSONNEL PARTICIPATION IN EXAMPLE PROJECTS

26. NAMES OF KEY PERSONNEL (From Section E, Block 12)	27. ROLE IN THIS CONTRACT (From Section E, Block 13)	28. EXAMPLE PROJECTS LISTED IN SECTION F (Fill in "Example Projects Key" section below before completing table. Place "X" under project key number for participation in same or similar role.)									
		1	2	3	4	5	6	7	8	9	10
David A. Gierach, P.E., CGC	Principal-in-Charge	X	X	X	X	X	X	X	X	X	X
Jeffrey M. Satfield, P.E.	Program Manager	X	X			X					X
Jeremiah D. Owens, P.E., CFM	Project Engineer (Stormwater)			X	X		X	X			
Devin Barrs, P.E.	Project Engineer (Site Civil)	X	X			X					X
Matthew S. D'Angelo, E.I.	Project Engineer (Stormwater)	X	X			X					
Nicole Lebron, P.E.	Project Engineer (Site Civil)	X	X			X					X
Kurt R. Luman, Jr., E.I.	Project Engineer (Transportation / Traffic)			X			X	X	X		
Ariel P. Elvambuena, P.E.	Project Engineer (Transportation / Traffic)	X	X	X		X					X
Joseph M. LoFaso, Jr., E.I.	Project Engineer (Transportation / Traffic)			X			X	X	X		
Matthew Cushman, P.E.	Project Engineer (Transportation / Traffic)			X			X	X	X		
Sandra L. Gorman, P.E.	Project Engineer (Transportation / Traffic)			X							
David E. Mahler, P.E.	Project Engineer (Utilities)			X	X					X	
James "Jay" R. Morris, Jr., P.E.	Project Engineer (Utilities)			X	X					X	
Mason Gardberg, P.E.	Project Engineer (Utilities)				X					X	
Scott A. Breitenstein, P.E.	Project Engineer (Utilities)			X	X					X	
Peter V. Hernandez, II, P.E.	Project Engineer (Utilities)										
Jose M. Ortiz, MCE, P.E.	Structural Engineer			X			X	X	X		
David J. Melfi, P.E.	M/E/P Engineer			X			X	X	X		
Maxwell D. Spann, PLA, CLARB	Landscape Architect			X			X	X	X		
James K. Winter, PLA, CLARB	Landscape Architect			X			X	X	X		
Thomas J. Galloway, PSM	Project Surveyor			X	X		X	X	X	X	X
Paul J. Katrek, PSM	Project Surveyor			X	X		X	X	X	X	X
Randy L. Roberts, PSM	Project Surveyor			X	X		X	X	X	X	X
Amy E. Daly, LEED AP	Environmental Scientist			X	X	X	X	X	X	X	X
David A. Landers	Environmental Scientist	X	X			X					X

29. EXAMPLE PROJECTS KEY

NO.	TITLE OF EXAMPLE PROJECT (FROM SECTION F)	NO.	TITLE OF EXAMPLE PROJECT (FROM SECTION F)
1	Heritage Bay CDD - Continuing Services Contract	6	City of Sanford - Continuing Services Contract
2	Habitat CDD - Continuing Services Contract	7	City of DeLand - Continuing Services Contract
3	City of Palm Coast - Continuing Services Contract	8	City of Lake Mary - Continuing Services Contract
4	Reedy Creek Improvement District - Continuing Services Contract	9	Toho Water Authority - Continuing Services Contract
5	Sarasota County - Continuing Services Contract	10	Manatee County - Continuing Services Contract

The City of Orlando

July 12, 2017

**RE: CPH, Inc. – W. Central Blvd. Sanitary Sewer Replacement and Streetscape Design/Build
(W. Central Blvd, Glenn Ln. and Garland Ave., Orlando, FL 32805)**

To Whom It May Concern:

It is my pleasure to provide CPH, Inc. (CPH) with this letter of recommendation regarding their recent services for Streetscape and Roadway improvements for W. Central Blvd.

CPH was the Prime Engineer under Garney Construction for the City's Design/Build/CMAR project. The project included the upsizing the existing 8" gravity sewer to an 18" & 21" gravity sewer, duct bank design to underground the overhead utilities, and the complete reconstruction and streetscaping of the corridor. The CPH Team managed the designed and permitted of the 0.55 mile project. The upsized sewer along W. Central Blvd is required to serve the new Major League Soccer (MLS) Stadium that was recently constructed, the City's future Sports Entertainment District redevelopment, as well as other future redevelopment along W. Central Blvd and the Parramore District. The roadway reconstruction and streetscape improvements include complete roadway reconstruction including removal of the underlying brick, addition of left turn lanes at the existing intersections, a new traffic signal with a BRT (Bus Rapid Transit) phase, widened sidewalks to accommodate larger pedestrian traffic, additional right-of-way and easement coordination, placing all overhead utility lines underground (including the duct bank design), complete Maintenance of Traffic Plans (including coordination with FDOT on the Ultimate I-4 Construction MOT), and incorporating landscape/hardscape features including street lighting, trees, decorative crosswalks, and street furniture. The project was initiated in March 2016 and is currently under construction. The anticipated completion date is October 2017.

The City officials and staff members have been satisfied with the performance by CPH. CPH has always been responsive to the City's needs during both design and construction, and understood the importance of the project to the City. I am very confidence that our experience with CPH is reflective of the professionalism, level of service, and satisfaction others can expect.

Should you have any questions regarding the information above please do not hesitate to contact me.

Sincerely,



Mike Melzer, P.E.
Project Manager/Construction Manager
400 South Orange Avenue, Orlando, FL 32801
Phone: 407.246.3187
E-mail: Michael.Melzer@cityoforlando.net

January 13, 2017

City of Sanford/City Hall
300 North Park Avenue
Sanford, FL 32771-1244

To Whom It May Concern:

It is my pleasure to provide CPH, Inc. (CPH) with this letter of recommendation. CPH has worked with the City of Sanford since 1958 and has retained the distinction of being the City's consulting utility engineer. The staff is innovative, professional, reliable, resourceful, and responsive. CPH has worked alongside the City in anticipating future growth and building the utility infrastructure to accommodate that growth. They have designed both water and wastewater facilities throughout the City and they have provided exceptional project management services for the majority of the City's large-scale utility projects. In addition, CPH has provided us with extensive consulting and engineering services for projects that include landscape architecture, roadway, streetscape design, drainage, recreational facility projects and many other projects involving our municipal buildings and facilities.

CPH completed the design in 2016 of the Sanford North WRF - Biological Nutrient Removal Expansion (BNR) project. The Sanford North WRF IFAS BNR improvements consisted of the following infrastructure: (1) new RAS/WAS pumping systems; (2) primary anoxic basins (2-stage); (3) wastewater step-feed process; (4) aerobic basins; (5) deoxygenation basins; (6) secondary anoxic basins; (7) reaeration basins; (8) turbo blowers (5 units); (9) chemical and supplemental carbon storage/handling facilities; (10) aerobic digestion system improvements; (11) internal recycle systems; and (12) various buildings. The facility meets all TN and TP mandated effluent limitations.

CPH also recently provided design improvements to the City of Sanford's Water Treatment Plant No. 2. The improvements were designed to remove the organics from the raw water, which were identified as precursors of disinfection by-products (TTHM's). The project was constructed in 2014. The improvements were part of an overall project being funded through FDEP # DW590120, to comply with the stage 2 of the Disinfection By-Products Rule.

CPH provided master planning and design services for the City of Sanford's regional water/wastewater/reclaimed master plan. CPH was pivotal in forming the business model for the regional reclaimed system, and drafting the agreements and reaching consensus among the parties.

In addition, CPH upgraded biosolids treatment to include thermally system followed by solar dryer to produce a marketable product. This is a new cost-effective biosolids disposal method that reduces cost and potentially increases revenue.

City officials and staff members have been pleased with the cost, quality, timeliness and responsiveness from the principals and staff members of CPH. The City of Sanford has a strong commitment to CPH and will continue to rely on the firm as the City continues to grow. We highly recommend CPH for any engineering services you might require.

Should have any specific questions about the information above please do not hesitate to contact me.

Sincerely,



Bilal Iftikhar, P.E./Public Works Director



City of DeLand

"The Athens of Florida"
www.deland.org

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

February 08, 2017

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

To Whom It May Concern:

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

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

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

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

February 8, 2017
Page 2

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

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

Sincerely,


Keith D. Riggs, PE
Public Services Director



Utility Department

July 18, 2017

RE: CPH, Inc. – Palm Coast Roadway Network

To Whom It May Concern:

CPH has provided engineering consulting services to the City of Palm Coast since 1999. Since then CPH has conducted roadway evaluation surveys, coordinated traffic counts, developed bridge inspection programs, performed roadway and intersection improvement projects, and provided construction administration and inspection to accommodate the needs of the City. CPH has also conducted a roadway and stormwater evaluation program for over 500 miles of collector and local roadways to be overlaid or repaired where required and as a result, the City implemented a 50 mile per year program. CPH evaluated roadway conditions and assisted the City in providing the design criteria for the overlay specs and repair methods. Design projects consist of roadway planning, complete roadway design, stormwater surface management systems, pedestrian systems, signing and pavement marking design, signalization design, maintenance of traffic (MOT) design, and construction administration and inspection.

CPH provided services for the Belle Terre Parkway Four-Lane project including roadway and drainage design, traffic services, landscape architecture, utility design, right-of-way acquisition, surveying and environmental services. The project consisted of approximately 4.1 miles of a four-lane divided roadway, four 12-foot travel lanes and two four-foot bicycle lanes. CPH also provided general traffic engineering services for the project, including access management studies, traffic volume projections and traffic signal warrant analyses, and traffic signal design for five intersections.

Another project designed by CPH was the Palm Coast Parkway & Brushwood Lane - Traffic Analysis and Intersection Improvements design. CPH worked with the City Engineer and staff to find a cost-effective solution which addressed multiple issues including cut-through traffic, business and legal damages, and a significant safety problem. After the analysis, CPH found a design solution consisting of median and turn lane modifications in lieu of a signal.

The City of Palm Coast can attest to the firm's high standards for innovative and functional designs, responsive services, and commitment to quality projects. CPH has provided us with consulting and engineering services for projects that include water and sewer systems and treatment facilities, roadway design, streetscapes, multi-use trails, landscape architecture, drainage, recreational upgrades and refurbishments and many other projects involving our municipal buildings and facilities. The City has been very pleased with CPH in the projects they have undertaken.

Should you like to discuss the information above, please not hesitate to contact me.

Sincerely,

Richard Adams
Utility Director
E-mail: radams@palmcoastgov.com

2 Utility Drive • Palm Coast, FL 32137 • Tel (386) 986-2360

The Panama City Community Redevelopment Agency (CRA)

July 12, 2017

Re: CPH, Inc. – Harrison Avenue Streetscape Design

To Whom It May Concern:

It is my pleasure to provide CPH, Inc. (CPH) with this letter of recommendation. The staff is innovative, professional, reliable, resourceful, and responsive. We can attest to the firm's high standards for functional designs and a steadfast commitment to quality projects.

CPH is providing innovative services for the Streetscape Design of Harrison Avenue for the Panama City CRA. The design was initiated in September 2015, and completed in April 2017. Harrison Avenue is Panama City's main street leading to City Hall and the Panama City Marina. Preliminary Design Services included assisting the CRA with Public Outreach to obtain initial stakeholder input to determine project wants/needs, preparing three streetscape alternatives, and Public Involvement meetings. After public meetings were conducted, the Final Design elements included roadway rehabilitation through milling and resurfacing, a roundabout at Harrison Ave. and 4th Street, converting the existing angled on-street parking to parallel parking to provide wider pedestrian areas in front of the businesses, upgraded street lighting, including electrical outlets for various community events, landscaping, modified stormwater, and minor utility relocations.

We have been very pleased with the efforts of the CPH Team, including their timeliness, attention to detail, and their pride and ownership of their work. I am confident that our favorable experience with CPH is reflective of the professionalism, level of service, and satisfaction that others can expect, and I highly recommend them to fulfill your project needs. If you have any questions please do not hesitate to contact me.

Sincerely,



Onya Bates, FRA-RP, CRA Program Manager
9 Harrison Avenue,
Panama City, FL 32404
Phone: 850.872.3011
E-mail: obates@pcgov.org



PUBLIC WORKS DEPARTMENT
120 E. Pomelo Street
Lake Alfred, Florida 33850
Phone: (863) 291-5274 Fax: (863) 968-5090

June 12, 2012

Re: CPH Engineers, Inc. Letter of Reference

To Whom It May Concern:

The City of Lake Alfred has maintained a professional relationship with the firm of CPH Engineers, Inc. since 1999. During this time, CPH has provided us with extensive consulting engineering services for the City's utility systems. CPH has also assisted us with miscellaneous CDBG paving and drainage improvements, and larger FDEP SRF low interest loan funding for our water line project and our wastewater treatment facility (WWTF), as described below.

CPH was responsible for upgrading the City of Lake Alfred's WWTF. The project consisted of upgrading the existing 0.600 MGD trickling filter facility with a new 1.0 MGD modified activated sludge process WWTF. The design included adding a new pretreatment headworks, new 1.0 MGD rated WWTF (anoxic zones, aeration basins, and clarifiers), and new microscreen filtration (two units). The existing trickling filter tank was converted to a 260,000 gallon equalization basin and the two existing clarifiers were converted to aerated digesters/holding tanks. The FDEP SRF Loan amount was approximately \$4.5 million.

On another notable project, the CR 557 Water Main Extension, CPH was responsible for the installation of the City of Lake Alfred CR 557 water main extension. The project consisted of 10,105 LF of 12" PVC water main within the public right-of-way of CR 557 in Polk County. CPH worked directly on the SRF facility planning documents and provided the capital financing plan. CPH worked together with the City to plan and establish the most practical route for the utilities. The route layout involved coordination with land owners and Polk County.

Officials and staff members of the City of Lake Alfred have been extremely pleased with the cost, quality, timeliness and responsiveness of the professional consulting services we have received from CPH. I am confident that our favorable experience with CPH Engineers is reflective of the level of service and satisfaction that others can expect, and I do not hesitate to recommend them to fulfill your project needs.

If you have any questions please do not hesitate to contact me.

Sincerely,


John Deaton
Public Works Director

21 West Church Street
Jacksonville, Florida 32202-3139

January 20, 2017

Re: CPH, Inc.

To Whom-It-May-Concern:



ELECTRIC

WATER

SEWER

It is my pleasure to provide CPH, Inc. (CPH) with this letter of recommendation. CPH provided engineering services to JEA for the Ponce de Leon Water Treatment Plant (WTP) Pump Building and Reservoir Replacement project, which was constructed in 2016.

The Ponce De Leon WTP is located near the Atlantic Ocean in St. Johns County; its above-grade metallic tank, equipment and piping had subsequently corroded due to the marine environment. The facility had a permitted capacity of 0.865 MGD and the project included replacement of a 500,000 gallon ground storage tank with aerator, three high service pumps and a new sodium hypochlorite system along with a new building and associated piping and electrical equipment. The new equipment was specified with materials suitable for the marine environment.

CPH has also developed a Project Definition, which included the background, justification, scope, cost, and schedule for upgrading the existing Otter Run Water Treatment Plant in Nassau County. CPH is currently designing the plant's upgrades, including removal and replacement of the high service pumps, above-ground storage tanks, aerator, sodium hypochlorite system, building and electrical equipment.

The CPH team is professional, innovative, resourceful, and responsive. Their designs have been efficient, effective and delivered on-time. JEA welcomes the opportunity to work with CPH on future projects.

Please feel free to contact me at (904) 665-4028 or vuhx@jea.com if you would like to discuss any of the above information.

Sincerely,

A handwritten signature in blue ink, reading "Hai X. Vu", is positioned above the typed name.

JEA
Hai X. Vu, P.E.
Manager, Water Plants Engineering and Construction



MAILING ADDRESS
CITY OF SANFORD
POST OFFICE BOX 1788
SANFORD, FL 32772-1788

PHYSICAL ADDRESS
CITY HALL
300 NORTH PARK AVENUE
SANFORD, FL 32771-1244

TELEPHONE
407.688.5001

FACSIMILE
407.688.5002

CITY COMMISSION

JEFF TRIPLETT
MAYOR

ART WOODRUFF
DISTRICT 1

VELMA H. WILLIAMS
DISTRICT 2

PATRICK AUSTIN
DISTRICT 3

PATTY MAHANY
DISTRICT 4

NORTON N. BONAPARTE, JR.
CITY MANAGER

OFFICE OF THE MAYOR AND CITY COMMISSION

May 17, 2017

RE: CPH, Inc. Reference

To Whom It May Concern:

I am happy to provide CPH, Inc. (CPH) with this letter of recommendation regarding their recent exceptional performance on two phases of our RiverWalk. CPH has worked with the City of Sanford since 1958 and has acted as the City's continuing contract engineer since that time for countless projects.

They recently completed Phase II of the US 17-92 RiverWalk and they are wrapping up Phase III. The design included advanced coordination with SJRWMD and FDEP due to work within sovereign submerged lands, seawall replacement, and a pedestrian bridge. CPH included the use of innovative best management practices to minimize the impact of stormwater runoff on Lake Monroe and obtained a permit exemption for the project. Phase II consisted of 0.75 miles of 10-14 foot wide trail, replacement of 3,800 feet of seawall along Lake Monroe, trail head parking, a pedestrian activated signal crossings, a prefabricated pedestrian bridge over Mill Creek, cantilever overlook structure extending over Lake Monroe, and additional hardscaping, landscaping, and lighting.

CPH is providing planning, survey, and design services for Phase III of the project which includes a 2.0 mile extension to the existing trail. During both phases of the RiverWalk project, CPH staff worked diligently to adhere to the schedule and budget, despite the difficulty of designing a trail along the waterfront. The City is thrilled with the results of Phase II, is anxiously awaiting the completion of Phase III, and can't thank CPH enough regarding their performance on these projects.

The City has worked with all departments in CPH and has always been pleased with the cost, quality, timeliness, and responsiveness from every service provided. We are committed to utilizing CPH on future projects and look forward to working with CPH in expanding and improving the City of Sanford.

I encourage you to contact me regarding the CPH's professionalism, exceptional design, and responsive staff.

Sincerely,

Jeff Triplett
Mayor

The Friendly City



City of Punta Gorda, Florida

DIRECTOR OF GROWTH MANAGEMENT
DENNIS B MURPHY SR., PG; PSM
326 West Marion Avenue
Punta Gorda, Florida
941-575-3372 Telephone
941-575-3356 Fax
dmurphy@ci.punta-gorda.fl.us
www.ci.punta-gorda.fl.us

May 6, 2011

RE: Linear Park Phases II and III, Punta Gorda, Florida

To Whom It May Concern:

The City of Punta Gorda retained the services of CPH Engineers, Inc. (CPH) in March 2009 for the design, permitting and construction assistance for Phases II and III of our Linear Park Project. Our Master Plan included the continuation of the first phase of the multi-use trail from West Olympia Avenue to Cross Street.

The project involves 0.8 miles of ten foot wide trail located in an abandoned Rail Road Right of Way. In addition to the trail, the project includes two trail head parking lots, two dual Bocce Ball courts, and five exercise stations. Key points along the trail include inlaid brick compass roses and street crossings. With Punta Gorda being the Hibiscus City, CPH prepared an intricate design of the City Seal for the intersection of Virginia Avenue and Shreve Street. This project runs through the historic district of the City, and therefore has a very high profile.

CPH completed the design and secured the required permitting, including a delicate wetlands mitigation permit with the Southwest Florida Water Management District in a very timely manner. Unfortunately, due to funding constraints with the Florida Department of Transportation, the City was unable to proceed with the full design. CPH is now working with Punta Gorda to develop a minimal Base Plan for each Phase, along with Bid Alternates that will be added based on the actual bids and available funding.

Punta Gorda has been pleased with the efforts of the CPH Team, including their timeliness, attention to detail, and their pride and ownership of their work. They have worked well as an extension of the City's Staff. We would highly recommend CPH for similar projects.

Should you like to discuss CPH's efforts in more detail, please do not hesitate to contact me directly at (941) 575-3370.

Sincerely,
The City of Punta Gorda

A handwritten signature in blue ink, which appears to read "Dennis B. Murphy Sr.", is written over a faint, larger version of the same signature.

Dennis B. Murphy, Sr., PG, PSM
Director of Growth Management



David J. Meador
Mayor
dmeador@lakemaryfl.com



City of Lake Mary

Incorporated in 1973

July 12, 2017

RE: CPH, Inc. – Sand Pond Road and Skyline Drive
(Sand Pond Road and Skyline Drive, Lake Mary, FL 32746)

To Whom It May Concern:

CPH, Inc. (CPH) has been providing consulting engineering services to the City of Lake Mary since 1975. They have assisted the City in a broad range of engineering areas including water, wastewater, stormwater, recreational facilities, landscape architecture, traffic studies, roadway design, and construction engineering inspection (CEI) services.

CPH performed the design, permitting, and construction administration services for the Sand Pond Road and Skyline Drive roadway project for the City of Lake Mary. The 1.25-mile project consisted of converting the existing two-lane rural roadway to a two-lane urban roadway, minor widening to accommodate the turn lane improvements, safety upgrades, and adding sidewalks along both sides of the corridor. The project also included extending Skyline Drive from its former terminus approximately 1,100 feet to Emma Oaks Trail. The design implemented recommendations identified in a previous study to eliminate roadway flooding, improve traffic flow, and improve safety along the corridor. Services included geometric design to correct the horizontal and vertical alignments to comply with current standards, pavement analyses to determine the strength and integrity of the existing base material, hydraulic modeling for the proposed stormwater management system, utility coordination, and permitting through SJRWMD and Seminole County. The project was initiated in February 2010, and was completed in June 2012.

The City of Lake Mary can attest to the firm's high standards for innovative and functional designs, responsive services, and a steadfast commitment to quality projects. CPH has provided us with extensive consulting and engineering services throughout the years, and we have been very pleased with their efforts in all the projects they have undertaken. We can confidently recommend this firm to meet your engineering needs.

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

Sincerely,

David J. Meador
Mayor

www.lakemaryfl.com • Main Phone: (407) 585-1423 • Fax: (407) 585-1498

CITY HALL, 100 N. Country Club Road, P.O. Box 958445, Lake Mary, FL 32795-8445

I. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

31. SIGNATURE

32. DATE

01/28/19

33. NAME AND TITLE

David A. Gierach, P.E., CGC, President

ARCHITECT ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER (If any)

PART II - GENERAL QUALIFICATIONS

If a firm has branch offices, complete for each specific branch office seeking work.)

2a. FIRM (OR BRANCH OFFICE) NAME CPH, Inc.				3. YEAR ESTABLISHED 1981		4. DUNS NUMBER 058232349	
2b. STREET 5601 Mariner Street, Suite 105				5. OWNERSHIP			
2c. CITY Tampa		2d. STATE FL		2e. ZIP CODE 33609		a. TYPE Corporation	
6a. POINT OF CONTACT NAME AND TITLE David A. Gierach, P.E., CGC/President				b. SMALL BUSINESS STATUS Yes			
6b. TELEPHONE NUMBER 813.288.0233		6c. E-MAIL ADDRESS info@cphcorp.com		7. NAME OF FIRM (If block 2a is a branch office) CPH, Inc.			
8a. FORMER FIRM NAME(S) (If any)				8b. YR. ESTABLISHED		8c. DUNS NUMBER	
CPH Engineers, Inc. (1998-2013) / Conklin, Porter, & Holmes (1981-1998)				1981		058232349	
9. EMPLOYEES BY DISCIPLINE				10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS			
a. Function Code	b. Discipline	c. No. of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)	
		(1) FIRM	(2) BRANCH				
02	Administrative	40	1	C10	Commercial Building; (low rise); Shopping	6	
12	Civil Engineer	53	4	C15	Construction Management	4	
15	Construction Inspection	6	1	C18	Cost Estimating; Cost Engineering and	3	
08	Draftsmen	10		E09	Environmental Impact Studies, Assessments	5	
18	Estimators	4		H07	Highways; Streets; Airfield Paving; Parking	7	
39	Landscape Architects	3		L03	Landscape Architecture	4	
42	Mechanical Engineer	4		O01	Office Building; Industrial Parks	4	
47	Planner	5		P06	Planning (Site, Installation and Project)	7	
52	Sanitary Engineer	3		R04	Recreational Facilities (Parks; Marinas; etc.)	3	
57	Structural Engineer	2		R06	Rehabilitation (Buildings; Structures;	4	
38	Surveyor	19		S04	Sewage Collection, Treatment & Disposal	8	
60	Transportation Engineer	9	2	W02	Water Resources; Hydrology; Ground Water	6	
23	Environmental Engineer	13		W03	Water Supply; Treatment and Distribution	6	
08	Engineering/CADD Techs	15	1	L02	Land Surveying	6	
12	Engineering Interns	19	1				
02	Network Admin	6					
08	Technical Assistants	19	1				
24	Environmental Scientists	5					
06	Architects	5					
	Other Employees	0					
Total		240	11				
11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS (Insert revenue index number shown at right)		PROFESSIONAL SERVICES REVENUE INDEX NUMBER					
a. Federal Work	1	1. Less than \$100,000.		6. \$2 million to less than \$5 million			
b. Non-Federal Work	10	2. \$100,000 to less than \$250,000		7. \$5 million to less than \$10 million			
c. Total Work	10	3. \$250,000 to less than \$500,000		8. \$10 million to less than \$25 million			
		4. \$500,000 to less than \$1 million		9. \$25 million to less than \$50 million			
		5. \$1 million to less than \$2 million		10. \$50 million or greater			

I. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

31. SIGNATURE



32. DATE

01/28/19

33. NAME AND TITLE

David A. Gierach, P.E., CGC, President

RELEVANT INFORMATION

4

A. PROFESSIONAL PERSONNEL QUALIFICATIONS AND ABILITY

We have carefully evaluated the RFQ document and available information, and have assembled a team that has the expertise and background to work on the “Engineering Services” contract. In addition to the assigned staff, CPH has the ability to pull from over 240 staff members to assist in design and construction services. Our total level of in-house resources consists of engineers, designers, environmental scientists, contractors, architects, surveyors, planners, GIS analysts, and landscape architects. The chart below identifies our project team and their qualifications. [We have provided detailed resumes in Part I, Section E of our Standard Form 330.](#)

Name	Title	Years of Experience	Education/Licenses
David A. Gierach, P.E., CGC	Principal-in-Charge	34	B.S. in Environmental Engineering, University of Florida Professional Engineer – FL (No. 38642) General Contractor License – FL (No. 060789)
Jeffrey M. Satfield, P.E.	Program Manager	22	B.S. in Environmental Engineering, University of Central Florida Professional Engineer – FL (No. 61905) Qualified Stormwater Management Inspector
Jeremiah D. Owens, P.E., CFM	Project Engineer (Stormwater)	17	B.S. in Civil Engineering, Louisiana Tech University Professional Engineer – FL (No. 65037) Certified Floodplain Manager Qualified Stormwater Management Inspector
Nicole Lebron, P.E.	Project Engineer (Stormwater)	12	B.S. in Environmental Engineering, University of Florida Professional Engineer - FL (No. 62552)
Devin Barrs, P.E.	Project Engineer (Site Civil)	14	B.S. in Civil Engineering, University of South Florida Professional Engineer – FL (No. 70588) Qualified Stormwater Management Inspector
Matthew S. D’Angelo, E.I.	Project Engineer (Site Civil)	1	B.S. in Environmental Engineering, University of Florida Engineer Intern – FL
Kurt R. Luman, Jr., E.I.	Project Engineer (Transportation/Traffic)	19	B.S. in Civil Engineering, University of Central Florida Professional Engineer – FL (No. 65036) Advanced Maintenance of Traffic, FDOT, Critical Structures Construction Issues Course
Ariel P. Elvambuena, P.E.	Project Engineer (Transportation/Traffic)	21	B.S. in Civil Engineering, Purdue University Professional Engineer- FL (No. 66657) CTQP QC Manager CTQP Asphalt Paving Technician- Level I & II FDOT Approved Advanced Maintenance of Traffic Philippine Engineers and Scientist Organization Philippine Professional Association
Joseph M. LoFaso, Jr., E.I.	Project Engineer (Transportation/Traffic)	3	M.S. in Civil Engineering, University of Central Florida B.S. in Civil Engineering, University of Central Florida Engineer Intern – FL (No. 1100015828) Advanced Maintenance of Traffic

Name	Title	Years of Experience	Education/Licenses
Matthew Cushman, P.E.	Project Engineer (Transportation/Traffic)	12	B.S. in Aerospace Engineering, Embry-Riddle Aeronautical College Professional Engineer – FL (No. 73150) Advanced Maintenance of Traffic Traffic Signal Inspector Level I, IMSA Certified - FL
Sandra L. Gorman, P.E.	Project Engineer (Transportation/Traffic)	24	M.C.E. in Civil Engineering, University of South Florida B.S. in Civil Engineering, University of South Florida Professional Engineer – FL (No. 59530)
David E. Mahler, P.E.	Project Engineer (Utilities)	27	B.S. in Environmental Engineering, University of Central Florida Professional Engineer – FL (No. 50041)
James “Jay” R. Morris, Jr., P.E.	Project Engineer (Utilities)	18	B.S. in Environmental Engineering, University of Central Florida Professional Engineer – FL (No. 62384) Commercial Pilot License (No. 266577109)
Mason Gardberg, P.E.	Project Engineer (Utilities)	5	B.S. in Environmental Engineering and Civil Engineering (double major) University of Central Florida Engineering Intern – FL (No. 1100018416)
Scott A. Breitenstein, P.E.	Project Engineer (Utilities)	26	B.S. in Environmental Engineering, University of Central Florida Professional Engineer – FL (No. 57402) M.S. Environmental Engineering, University of Central Florida
Peter V. Hernandez, II, P.E.	Project Engineer (Utilities)	4	B.S. Engineering Technology, University of Central Florida Professional Engineering - FL Florida Water Environmental Association (FWEA) and American Water Works Association (AWWA) Member
Jose M. Ortiz, MCE, P.E.	Structural Engineer	20	M.E. in Structural Engineering, Cornell University B.S. in Civil Engineering, Recinto Universitario de Mayaguez, UPR Professional Engineer – FL (No. 67920), PR (No. 17212)
David J. Melfi, P.E.	M/E/P Engineer	11	M.A. in Architectural Engineering, Pennsylvania State University B.A. in Architectural Engineering, Pennsylvania State University Professional Engineer – FL (No. 72405)
Maxwell D. Spann, PLA, CLARB	Landscape Architect	17	Bachelor of Landscape Architecture, Kansas State University 2002, Professional Landscape Architect – FL (No. 6666780) CLARB Certified – No. 31691 American Planning Association, American Public Gardens Association Florida Chapter ASLA – Orlando Section Chair
James K. Winter, PLA, CLARB	Landscape Architect	36	B.A. in Landscape Architecture, Mississippi State University Registered Landscape Architect – FL (No. 0000911) CLARB Certified – (No. 5203)
Thomas J. Galloway, PSM	Project Surveyor	27	B.S. in Surveying and Mapping, University of Florida Professional Surveyor & Mapper – FL (No. 6549) NCEES Council No. 1291
Paul J. Katrek, PSM	Project Surveyor	25	A.S. in Architecture & Building Technology, Daytona Beach Community College, Professional Surveyor & Mapper - FL (No. 6233) NCEES Record No. 1342
Randy L. Roberts, PSM	Project Surveyor	43	Honor Graduate of University of Florida Surveying Program, College of Engineering Professional Surveyor & Mapper – FL (No. 3144) M.B.A., FMU, Summa Cum Laude
Amy E. Daly, LEED AP	Environmental Scientist	25	B.S. Biological Sciences, Florida State University U.S. Army Corps of Engineers Wetland Delineator Florida Unified Mitigation Methodology Course Qualified Stormwater Management Inspector Prescribed Burner Authorized Gopher Tortoise Agent (GTA-09-00145E) LEED Accredited Professional
David A. Landers	Environmental Scientist	23	B.S. in Zoology, University of South Florida B.A. in Russian, University of South Florida Qualified Stormwater Management Inspector FDOT Certified Water Quality Impact Evaluator (No. 186) Prescribed Fire Course SSI Advanced Open Water SCUBA Diver

CPH is focused on providing optimal and reliable client services for our Clients. We have been serving many of our clients for over 37 years, and have successfully provided services to Federal and municipal clients through repeat business. Our core values to providing our service is to act as an extension of our clients' staff and manage projects to be on-time and within budget while exceeding expectations. During our tenure with our clients we have built a successful approach to providing client driven solutions based on honesty, responsiveness, meeting and exceeding expectations, and mutual respect.

The core of our approach to supporting our clients is communication. Our team communicates from scope development through construction to assure everyone is on the same page. We pride ourselves in documenting and coordination plan changes, variations, and basis of decisions. We work with our clients to develop a communication plan that meets their individual needs and project requirements. This could include weekly, bi-weekly, or monthly calls and / or meetings as well as status update emails or memos on projects. Our motto is "an informed client is a happy client." CPH has built a solid reputation of providing services for our clients as evidenced through our repeat business with numerous clients. Below is a sample of the projects we have completed under our continuing contracts:

Heritage Bay Community Development District (Since 2016)

- Water Quality Monitoring for Lakes
- Continuous Period Water Sampling and Testing
- Surveying Services – Bathymetric Analysis
- Bank Stabilization
- Construction Administration
- FEMA Coordination
- Bond Referendum Support

Habitat Community Development District (Since 2016)

- Reclaimed Water Feasibility Study
- Street Light Photometric Survey and Cost Evaluation
- District wide Lake Management and Erosion Control Study
- Irrigation Systems Study and Spec Design
- Conservation/Wetland Staking
- Stormwater and Lake Assessment
- LED Street Light Conversion Analysis
- Review & Coordination of Adjacent Commercial Development

Reedy Creek Improvement District (Since 2016)

- Cable and Electric Equipment Storage Facility – Site Improvements
- PW Valve Replacement at Magnolia and Floridan Way
- South Service Area / Site Master Planning

Lee County (Since 2007)

- Sketch and Description for Existing Utility Lines
- Intersection Design/Colonial & Fowler
- Summerlin Road Improvements

Englewood Water District (Since 2006)

- Maintenance Office & Warehouse

City of Punta Gorda (Since 2008)

- Design & Permitting for Linear Park Phases I, II & III
- Design & Permitting for Linear Park Phase IV
- WWTP Filtration Project
- WTP Filtration Improvements
- Boundary & Topo Survey 317 E. Virginia Avenue
- Shell Creek WTP, Raw Water Pump Station

City of Dunedin (Since 2011)

- Briar Circle Ditch Enhancement
- Briar Circle & Jessica Court Gabion Wall Improvements
- Monroe/Huntley Streetscape/Waterline Design
- Wastewater Treatment Tank Replacement

City of Casselberry (Since 1965)

- Casselberry Infiltration Inflow
- ARRA-Funded Water System Improvements
- Community Redevelopment Agency (CRA) area U.S. 17-92/Triplet Lake
- Hunterfield Booster Station
- Lake Howell Area Septic Tank Elimination
- Seminole Boulevard Sanitary Sewer Expansion
- North Lake Triplet Erosion Control Project
- Queens Mirror Erosion Control Project
- City of Casselberry Master Wastewater Plan
- Casselberry Water Reclamation Facility

Dunes Community Development District (Since 2012)

- Miscellaneous Mapping/Drafting Services
- Filter Line Design & Permit Preparation
- Hammock Dune & Camino Del Mar Parkway Milling and Resurfacing Design, Bidding & Construction Assistance
- Computer Model Development for a Reclaimed Water Interconnect Between the Dunes and the City of Palm Coast
- Reclaimed Water Computer Model Development
- Design, Permitting, Bidding and Construction Services for Water Supply Wells
- Water and Wastewater Facilities Review and Capacity Analyses
- Reclaimed Water Storage Ponds No. 1 and 4 Liner Replacement
- Construction Engineering and Inspection Services for Pond Liner Project
- WWTP Expansion

City of Largo (Since 2012)

- Largo/West Bay Trailhead Improvements

City of Cape Coral (Since 2004)

- Galvanized Pipe Replacement
- CPIWA Water Main Extension
- Northwest Cape and 7 Islands Vision Plan
- Electronic Message Board Study
- LED Sign Modeling Study
- Median Landscape Rendering
- 47th Terrace Streetscape Improvements

Manatee County (Since 2004)

- Bennett Park Final Site
- Lakewood Ranch Parking Improvements
- Civic Center Landscape and Stormwater Improvements
- 59th Street /Warner's Bayou Boat Ramp Improvements
- GT Bray Gymnasium Stormwater Improvements
- Kingfish Boat Ramp Improvements
- Jiggs Landing Boat Ramp Improvements
- GT Bray Park Tennis Court
- South Coquina Boat Ramp Improvements
- North Coquina Boat Ramp Improvements

Seminole County (Since 1975)

- CEI Lake Emma Road
- Lake Harriet Water Transmission Main
- Seminole County Regional Water Treatment Facility at Yankee Lake
- Midway Utilities Replacement – Phase 1

City of Fort Myers (Since 2004)

- Alhambra Drive East Utility Improvements
- Riverside Park Utility Improvements
- Comprehensive Needs Assessment for Five City Buildings
- ADA Upgrades for City Water Plant
- Treatment Plant Restroom & Locker Room Upgrades
- ADA Improvements for South Wastewater Treatment Plant

Collier County (Since 2012)

- NCRWTP Odor Control Blowdown – Sulfuric Acid Injection
- NCRWTP Sand Separator Evaluation
- NCRWTP Raw Water Main Flow Meter
- SCRWTP Odor Control Blowdown Improvements
- NCRWTP Well Meter Replacement
- NCRWTP High Service Pump Replacement
- South RO Wellfield Upgrades
- NCRWTP Diesel Fuel Storage Tank Replacement
- NCRWTP Sulfuric Acid Improvements for Antiscalant Modifications
- SCRWTP CAP General Consulting Services
- NCRWTP Post Membrane Improvements
- NCRWTP Chloramination Upgrades & Improvements
- NCRWTP Blowdown SA Bulk Tank
- NCRWTP Blowdown Wet Well

Sarasota County (Since 2006)

- Twin Lake Park Master Plan
- Caspersen Beach Architectural Services & Preliminary Design
- Manasota Beach Park
- Manasota Beach Dune Walkover
- North Port Health and Family Services Center Architectural Services
- Blind Pass Beach Park at Manasota Key
- North Port Health Clinic Interior Refurbishment and Expansion
- North Port Dental Clinic Architectural Services
- North Jetty Park
- Turtle Beach Renovation Design and Permitting
- Culverhouse Nature Park Driveway Design & Permitting
- North Property Boundary Locate and Stake (Albritton)
- Resurfacing Warm Mineral Springs, Area 12C
- Sarasota County Fire Station No. 12
- Mid County Tax Collector Due Diligence, Sawyer Loop
- GT Relocation at Manasota Beach Park

City of Sanford (Since 1958)

- St. Johns Parkway (Design and CEI Services)
- Sanford Reclaimed Water System
- Cloud Branch and Mill Creek Drainage Improvements
- Water Main Looping Construction
- US 17-92 Riverwalk, Phase II
- Water Treatment Plant Operations Building
- Fort Mellon Lift Station
- Sanford 1st Street Streetscape and Gateway Improvements
- St. Johns Parkway (Phases I, II, III)
- 2nd Street Drainage Improvements
- Oak Avenue Stormwater Pond
- Sanford's US 17-92 Beautification, Phase I
- Sanford South Water Resource Center
- Sanford North Wastewater Treatment Plant
- Mayfair Water Treatment Plant

City of Oviedo (Since 1991)

- SR 426 Utility Relocation Project
- Oviedo Reclaimed Water Main Phase I and II
- U.S. 17-92 Water Main Upgrade
- City of Oviedo Future Sanitary Sewer Flow Study
- Clark Street Roadway Improvements
- City of Oviedo Water Supply Plan
- Alafaya WRF Headworks and Surge Tank
- Oviedo Water Treatment Plant

City of Winter Springs (Since 1974)

- Winter Springs Fire Station Master Plan
- City of Winter Springs New Public Works Facility
- Winter Springs Reclaimed Water Improvements
- Winter Springs Market Square
- Winter Springs Town Center Storm System
- Winter Springs East
- City of Winter Springs Town Center Stormwater and Roadway Improvement Project
- Winter Springs Magnolia Square

City of Lake Mary (Since 1975)

- City Hall Expansion and Fire Station Site Planning Study
- Lake Mary Public Safety Complex
- CEI Rinehart Road Widening
- City Hall Expansion and Fire Station Site Planning Study for the City of Lake Mary
- Lake Mary Sports Complex
- City of Lake Mary Small Area Study
- Sand Pond Road and Skyline Drive
- City of Lake Mary Road Reclamation and Paving Project

- Lake Mary Downtown Sanitary Sewer System Expansion
- Lake Mary Trailhead, Multi-Use Trail, and Gateway Park
- Lake Mary Water Treatment Plant

City of DeLand (Since 1997)

- DeLand New Public Works Complex
- Spec Martin Stadium Design Criteria Package
- SR 44 (New York Avenue) Streetscape Improvement Project
- Woodland Boulevard (us 17/92)
- Alabama Avenue Greenway

City of DeBary (Since 2010)

- DeBary Public Safety Complex
- DeBary Central Fire Station
- Highbanks Road at US 17/92
- Highbanks Road Sidewalk Widening Project
- DeBary Community Park

City of Palm Coast (Since 1998)

- Belle Terre Parkway Four-Laning
- Palm Coast Roadway Network
- Palm Coast Reclaimed Water Distribution System Improvements
- Palm Coast Parkway and Pine Lakes Parkway Intersection Improvements
- Palm Coast Wellfield
- Old Kings Road North Reclaimed Water Main
- Indian Trails Sports Complex Mitigation Area
- Palm Coast Sludge Management System
- City of Palm Coast- SRF Funded Swale Rehabilitation Project
- Palm Coast Parkway and Palm Harbor Parkway/Palm Harbor Drive- Intersection Improvements
- Easthampton Boulevard Parkway Multi-Purpose Trail
- Ravenwood Drive/Whiteview Parkway Multi-Purpose Trail

Volusia County (Since 1974)

- Enterprise Road Utility Relocation
- Donald E. Smith Reclaimed Water System Expansion
- Tenth Street
- Rhode Island Avenue
- Spring Hill Park/Trail
- Lake Monroe Trail
- S.E. Regional Wastewater Treatment Plant
- Southwest Regional Water Reclamation Facility Expansion

HABITAT COMMUNITY DEVELOPMENT DISTRICT CONTINUING SERVICES CONTRACT

CPH has been providing services to the Habitat Community Development District since 2016. During that time, we have completed projects that include environmental services, lake management, stormwater engineering, water quality and surveying.

Services for these projects have included:

- Engineering
- Environmental
- Lake Management
- Stormwater
- Surveying
- Water Quality Sampling

We encourage you to contact the Habitat Community Development District about our ability to provide the required services, and our team's history of success implementing projects.

Who to Contact:

Calvin Teague
c/o Premier District
Management
1922 Victoria Ave, Suite B
Fort Myers, FL 33901
Phone: 239.690.7100



Reclaimed Water Feasibility Study

CPH was tasked with investigating the feasibility of utilizing reclaimed water as an alternative water supply and report the feasibility to SFWMD every five years. CPH assisted the Habitat Community Development District by preparing a report for submittal to SFWMD.

PROJECTS List



- Street Light
Photometric Survey
and Cost Evaluation



- District Wide Lake
Management and
Erosion Control
Study



- Irrigation Systems
Study and Spec
Design



- Conservation/
Wetland Staking

HERITAGE BAY COMMUNITY DEVELOPMENT DISTRICT CONTINUING SERVICES CONTRACT

CPH has been providing services to the Heritage Bay Community Development District since 2016. During that time, we have worked on projects that include environmental services, stormwater, surveying services, and water quality sampling and monitoring.

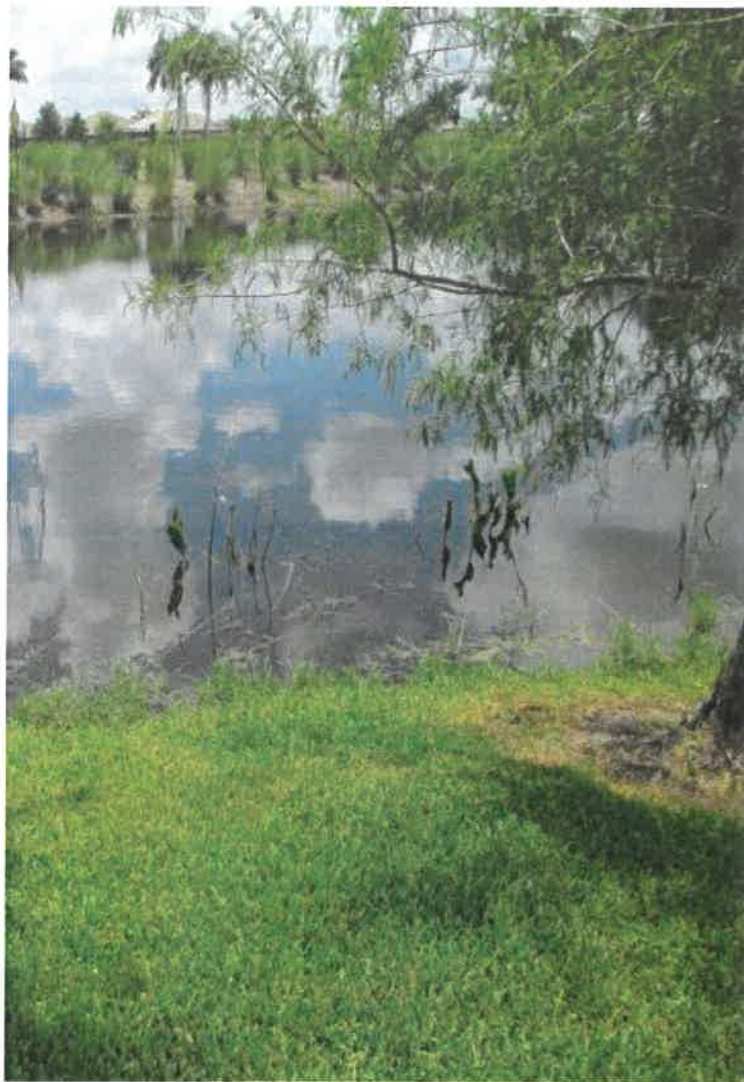
Services for these projects have included:

- Engineering
- Environmental
- Stormwater
- Surveying
- Water Quality Sampling
- Water Quality Monitoring

We encourage you to contact the Heritage Bay Community Development District about our ability to provide the required services, and our team's history of success implementing projects.

Who to Contact:

Bob Koncar
313 Campus Street
Celebration, FL 34747
5911 Country Lakes Drive
Ft. Myers, FL 33905
Office Phone: 904.940.6044
Ext. 405591
Mobile Phone: 904.626.0593
www.inframarkims.com



Water Quality Monitoring for Lakes

CPH was tasked with performing monthly monitoring to collect limited water quality data within approximately 29 lakes/stormwater management lakes within the Heritage Bay Community Development District boundary. CPH did sampling for salinity, conductivity, temperature, dissolved oxygen, and PH for each lake. Water sampling was conducted within the deep part of the lake and multiple samples were taken over the depth profile as appropriate. Sampling was photographed and documented as well as aquatic vegetation.

PROJECTS List



- Continuous Period Water Sampling and Testing
- Surveying Services - Bathymetric Analysis

CITY OF LAKE MARY CONTINUING SERVICES CONTRACT

CPH has been providing services to the City of Lake Mary since 1975. During that time, we have completed project that include streetscapes, roadways, parks, trails, stormwater, pipelines, treatment plants, pump stations, and office.

Services for these projects have included:

- Engineering
- Planning
- Landscape Architecture
- Transportation/Traffic
- Construction Administration
- Public Relations
- Environmental

We encourage you to contact the City of Lake Mary about our ability to provide the required services, and our team's history of success implementing projects.



Sand Pond Road and Skyline Drive

CPH completed the Sand Pond/Skyline roadway project for the City of Lake Mary. The 1.25 mile project consists of minor widening, turn lane improvements, safety upgrades and converting the existing two-lane rural roadway to a two-lane urban roadway with sidewalks on both sides. The project also included extending Skyline Drive from its current terminus approximately 1,100-feet to Emma Oaks Trail. The design implemented recommendations identified in a previous study to eliminate roadway flooding, improve traffic flow, and improve safety along the corridor. Services included geometric design to correct the horizontal and vertical alignments to comply with current standards, pavement analyses to determine the strength and integrity of the existing base material, hydraulic modeling for the proposed stormwater management system, utility coordination and permitting through SJRWMD and Seminole County.

Who to Contact

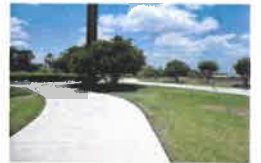
Ms. Jackie Sova, City Manager
100 North Country Club Road
Lake Mary, FL 32795
Phone: 407.585.1419

PROJECTS List



Roadways

- Skyline/Sand Pond Road
- Rinehart Road
- International Parkway



Streetscape/Trails

- Rinehart Road Trail
- Gateway & Fountains



Parks

- Tennis Center
- Sports Complex
- Trailhead Park



Drainage

- Soldier's Creek
- Master Drainage Plan
- Sand Pond Drainage



Utilities

- Downtown Sewer System
- Main WTP
- Reclaimed Water System
- Utility Master Plan
- Elevated Ground Storage Tank

VOLUSIA COUNTY CONTINUING SERVICES CONTRACT

CPH has been providing services to Volusia County since 1974. During that time, we have completed project that include roadways, parks, trails, stormwater, pipelines, treatment plants, pump stations, and office.

Services for these projects have included:

- Architecture
- Engineering
- Planning
- Landscape Architecture
- Transportation/Traffic
- Construction Administration
- Public Relations
- Environmental

We encourage you to contact the Volusia County about our ability to provide the required services, and our team's history of success implementing projects.

Who to Contact

Volusia County
Michael Ulrich, Director
123 W. Indiana Ave.
DeLand, FL 32720
Phone: 386.736.5965



Tenth Street

CPH provided design services for the reconstruction of 1.2 miles of an existing 2-lane rural road to a 4-lane divided urban road. The cross-section included four 12-ft lanes with 4-ft bike lanes in both directions. CPH also assisted Volusia County by preparing right-of-way maps, and legal sketches and descriptions for the additional right of way and pond sites. The project was associated with two Volusia County Schools which included detailed coordination and scheduling between Publics Works Department and the School Board.

The maintenance of traffic was also a critical element to maintain to ensure full access to both schools, by both vehicles and pedestrians, during construction. The proposed stormwater management facilities included joint use between the roadway project and one of the school's properties.

PROJECTS List



Roadways

- Rhode Island Avenue
- Tenth Street
- Westside Parkway



Streetscape/Trails

- Lake Monroe Trail
- Spring Hill Trail



Parks

- Spring Hill Park
- Lighthouse Point Park



Utilities

- Sanford Interconnect
- Halifax R.O. WTP
- SW Regional WWTP
- SE Regional WWTP
- Deltona North WWTP
- NE Regional WWTP
- Reclaimed System

CITY OF PALM COAST CONTINUING SERVICES CONTRACT

CPH has been providing services to the City of Palm Coast since 1999. During that time, we have completed project that include roadways, trails, stormwater, pipelines, treatment plants, pump stations, and office.

Services for these projects have included:

- Architecture
- Engineering
- Planning
- Landscape Architecture
- Transportation/Traffic
- Construction Administration
- Public Relations
- Environmental

We encourage you to contact the City of Palm Coast about our ability to provide the required services, and our team's history of success implementing projects.

Who to Contact

Mr. Richard Adams, Public Works
Director
2 Utility Dr.
Palm Coast, FL 32137
Phone: 386.986.2351



Belle Terre Parkway

CPH provided complete design for the Belle Terre Parkway four-laning. The project consisted of reconstructing approximately 4.1 miles of an existing 2-lane rural road to a 4-lane divided urban roadway with four 12-foot travel lanes and two 4-foot bicycle lanes.

- Complete hydraulics analysis for the primary and secondary systems
- 0.6-mile realignment of the northern end of Belle Terre Parkway
- 0.12-mile two-lane curb and gutter extension
- 5 Signalized Intersections (Mast Arm) (interconnected)
- Four-Phased Maintenance of Traffic Plans
- Right-of-Way Acquisition services
- Traffic Volume Projections & Signal Warrant Analyses
- Access Management Analysis
- Utility Relocation
- Undergrounding 2 miles of Power/Fiberoptic
- Wetland and Floodplain Impacts

PROJECTS List



Roadways

- Belle Terre Parkway
- City-Wide Overlay Program
- Palm Coast Parkway
- Intersection
- Whiteview Intersection
- Brushwood Drive Intersection
- Rymfire Drive
- Belle Terre Signalized Intersections



Streetscape/Trails

- East Hampton Trail
- Ravenwood Trail
- Belle Terre Trail
- Whiteview Trail



Drainage

- City-Wide Swale Rehab
- Valley Gutter Rehab
- Belle Terre Stormwater
- Master Stormwater Plan



Utilities

- R.O. WTP
- WWTP Expansion
- Cigar Lake Pump Station
- MBR WWTP
- Reclaimed Water System
- Belle Terre Utility Relocations

CITY OF SANFORD CONTINUING SERVICES CONTRACT

CPH has been providing services to the City of Sanford since the 1960's. During that time, we have completed project that include streetscapes, roadways, parks, trails, stormwater, pipelines, treatment plants, pump stations, office, and redevelopment/historic renovations.

Services for these projects have included:

- Architecture
- Engineering
- Planning
- Landscape Architecture
- Transportation/Traffic
- Construction Administration
- Public Relations
- Environmental

We encourage you to contact the City of Sanford about our ability to provide the required services, and our team's history of success implementing projects.

Who To Contact

Mr. Bilal Iftikhar, P.E.,
Public Works Director
P.O. Box 1788
Sanford, FL 32772-1788
Phone: 407.688.5000
Ext. 5085



Sanford 1st Street Streetscape, Gateway, Drainage, and Utility Project

CPH provided the City of Sanford a streetscape design package for a 6 block section of historic First Street. CPH designed the Roadway, Landscape, Architecture, and Utility Plans and prepared Specifications for the complete reconstruction of the roadway, including several utility upgrades. Located within the historic district, all accessible routes were upgraded to meet current ADA criteria, including the intersection with US 17-92. The two-lane urban section includes parallel parking and speed tables for traffic calming.

CPH's services included the conceptual and final design of a Gateway Entrance Feature introducing the historic district. A detailed Public Involvement Plan was implemented to ensure input and direction from City officials and all other key stakeholders. CPH used its in-house 3D survey team to provide right-of-way surveys, while minimizing impacts to traffic. CPH was also responsible for utility relocations which consisted of relocating existing potable water main and installing new fire hydrants, services, and meters.

PROJECTS List



Streetscape/Trails

- Riverwalk Phase II
- 1st Street Streetscape
- 2nd Street
- Magnolia Avenue
- Palmetto Avenue
- US 17/92 Beautification



Roadways

- Oleander Avenue
- St. Johns Parkway



Parks

- Chase Park
- Memorial Stadium
- Little League Softball Park



Drainage

- Cloud Branch Basin
- Mill Creek Basin
- 2nd Street Interceptor
- CRA Treatment Credits
- 1st Street



Utilities

- Reclaimed Water System
- Vacuum Sewer System
- North WWTP
- South WWTP

CITY OF DELAND CONTINUING SERVICES CONTRACT

CPH has been providing services to the City of DeLand since 1997. During that time, we have completed project that include streetscapes, roadways, parks, trails, stormwater, office, and redevelopment/historic renovations.

Services for these projects have included:

- Architecture
- Engineering
- Planning
- Landscape Architecture
- Transportation/Traffic
- Construction Administration
- Public Relations
- Environmental

We encourage you to contact the City of DeLand about our ability to provide the required services, and our team's history of success implementing projects.

Who to Contact

Mr. Keith Riger, P.E.,
City Engineer
1102 S. Garfield Ave.
DeLand, FL 32724
Phone: 386.626.7196



Alabama Ave Greenway (Phase I and Phase II)

The project included the design and CEI of a 1.4 mile shared use path. Portions of the project were located on the City's existing property, while other areas travel through some of the historic neighborhoods with limited right-of-way. The areas with narrow right-of-way required narrowing the existing roadway, and overlaying portions of the existing road to provide adequate drainage without adding additional structures. This not only saved money by avoiding additional structures and pipe, but also saved a lot of time by eliminating the need to open cut the existing road. The project included a second study phase from the northern terminus for 5 miles. Phase 2 of the project consists of a 0.70 mile extension of the original 1.20 mile trail. This phase includes the design and permitting of a 10' - 12' wide asphalt and concrete trail through Stetson University, requiring extensive coordination and a combination of permanent and temporary construction easements from Stetson.

PROJECTS List



Roadways

- 5 Year Dirt Road Paving Program
- Alabama Ave Regrading



Streetscape/Trails

- Alabama Ave. Greenway Phase I
- Alabama Ave. Greenway Phase 2
- Alabama Ave Trail Northern Extension
- Woodland Blvd Streetscape
- Indiana Ave. Streetscape



Parks

- Spec Martin Stadium
- Earl Brown Park



Drainage

- SR 44 Drainage

C. CPH'S WILLINGNESS TO MEET TIME AND BUDGET REQUIREMENTS

CPH has ample staff available to perform projects on time and within budget for the Rhodine Road North CDD. The team has extensive in-house capabilities to take on multiple projects and provide a variety of services concurrently to ensure quality and on-time projects.

Methods and Controls to be Utilized to Balance and Maintain Quality, Schedule and Budget

CPH is uniquely qualified to provide professional consulting engineering services for projects assigned by the Rhodine Road North CDD. The team will be led by Jeffrey M. Satfield, P.E. He will serve as the Rhodine Road North CDD's immediate contact, and will coordinate all projects and activities as the primary liaison for the Rhodine Road North CDD and CPH. The team, located at our CPH Tampa office, includes engineers, designers, surveyors, environmental scientists and administrative personnel. CPH is currently finishing design services for other clients, but is actively seeking work for our Tampa office staff. As a result, our staff is available and has the capacity to perform projects as they are assigned, and CPH is committed to meeting budget and schedule requirements. Keys to the success of projects include:

- Open lines of Communication
- Knowledgeable Team Members
- Local and Available Staff
- Monthly Project Meetings
- Weekly Internal Meetings with Project Manager and Design Teams
- Technical Review Committee that will assist in quality assurance and control

Authority for a particular project is delegated to the Project Manager for execution of the project work. A project team having previous experience on similar projects is assembled with leadership from the Project Manager. The Project Manager is the coordinator and point of contact person for the project, and is involved in the design of the project with the Project Engineer. Normally one Project Engineer is assigned specifically to the project with assistance provided by other engineers in other areas of specific expertise. The Project Engineer provides and coordinates the design with technicians and drafting personnel and other consultants.

Initially, the members of the team are assembled and briefed on the scope of the project, the budget and possible constraints. This initial meeting is used to establish the basic project approach, to establish the direction of the work, and to give all members of the team an opportunity to visualize the whole project. Once the objective is established, the tasks are assigned to each team member and input from the team is solicited. Project approach is discussed and the format for production is determined (i.e., AutoCAD, coordination with subconsultants, etc.). CPH typically works with Microsoft Office and the latest version of AutoCAD, but also routinely works within ArcGIS and can produce documents in Adobe.pdf format.

All projects are reviewed throughout the design phase. After the design team is assembled and the initial design team meeting is held, an internal review meeting is held with at least one of the firm Principals and one or more Project Managers. These individuals are not personally involved with the project, but are utilized to provide a fresh, outside view to the project approach. The project team presents the project to review team members for their evaluation. Follow-up meetings are held at the 30%, 60%, and 90% completion points to help assure that the project is proceeding correctly. On a more complex project, the follow-up meetings consist of an actual review of the plans and specifications. These meetings also serve as Value Engineering meetings. With regard to coordination methods, we have an excellent record with our clients. Project quality is of utmost importance to us and is not sacrificed due to time constraints or workload.

D. MINORITY BUSINESS ENTERPRISE

CPH is committed to meeting or exceeding the M/WBE participation goals for this project. CPH has established working relationships with many minority firms in the area.

Commitment to Diversity Among the Firm

CPH has a culturally and ethnically diverse workplace from its owners to employees. CPH employs a workforce that is reflective of many nationalities and cultures. We have established programs and policies for recruiting and retaining minority and women engineers and staff, and strongly encourage all of our employees to become involved in our communities. It is the policy of CPH to provide equal employment opportunity at all times in all actions related to employment without regard to race, color, religion, gender, citizenship status, age, national origin, disability, veteran status, sexual orientation, or any other status protected by state or federal law. This policy applies to recruiting, hiring, training, promotion, evaluation, termination, compensation, benefits eligibility, working conditions and all other aspects of employment. The Firm supports a policy of actively recruiting and retaining a diverse workforce to support both our Equal Employment Opportunity Policy and our business objective to provide the highest quality service possible. CPH is committed to fostering an inclusive atmosphere that seeks actively to employ.



E. OFFICE LOCATION



Office Location	Approximate Distance From CDD
CPH Tampa	23 Miles (30 Minutes)
Support Offices	
CPH Sarasota	46 Miles (45 Minutes)
CPH Ft. Myers	113 Miles (1 Hour 45 Minutes)

CPH has ten (10) offices in the State of Florida with support of approximately 240 personnel throughout the company to assist in the projects for the District. **The District will have the direct commitment of the CPH Tampa Office, located at 5601 Mariner Street Suite 105, Tampa, FL 33609.** The Tampa office is staffed with employees that include registered personnel, administrative staff, and owners of the firm to accomplish the projects on time and within budget. The map above shows the District along with CPH's local offices.

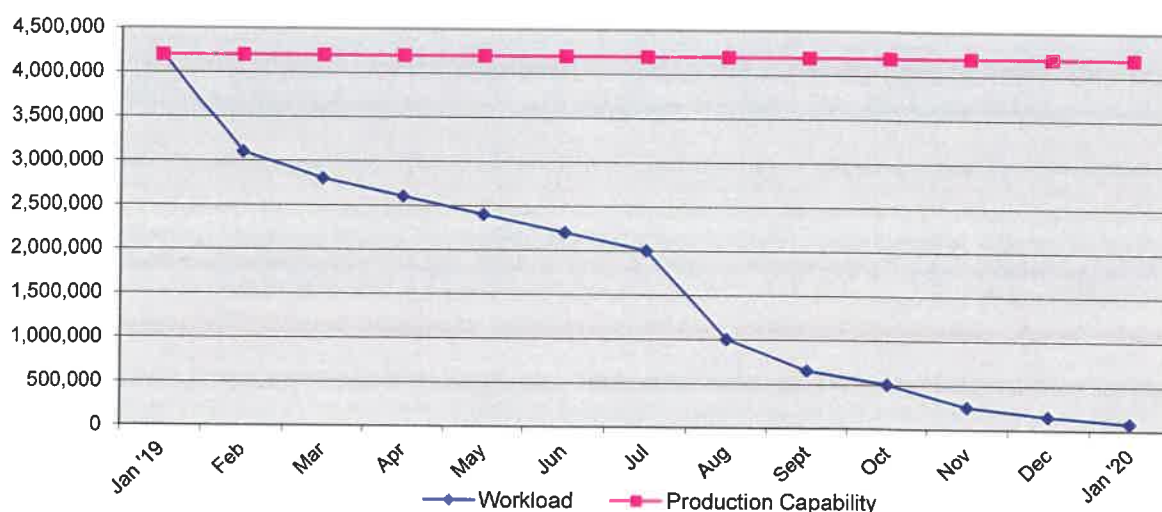
F. CURRENT AND PROJECTED WORKLOADS

CPH has reviewed the scope of services and has developed ideas for staffing the projects. Based on our recent experience, and our program manager's experience, we feel comfortable in meeting the scope requirements.

CPH has the personnel and resources immediately available to carry any project under the "Engineering Services" contract to successful completion. The firm's Tampa office can provide approximately 4,300 man-hours per month, and CPH's corporate monthly availability is approximately 56,000 man-hours a month. The CPH Tampa office has more than adequate personnel and availability to provide the services to the Rhodine Road North CDD.

CORPORATE WORKLOAD / AVAILABILITY

The current and projected workload of our team is such that we can provide responsive service to the Rhodine Road North CDD. We are well-staffed, equipped with our nearby location, and believe that we and our team members can provide a high quality, professional service to the District that is completely responsive and cost effective. The graph below depicts our current contracted backlog with no consideration for any additional work. The current workload will spread over 13 months. Our current production capability is \$4,500,000 per month. With that capacity, there are more than adequate personnel hours to cover the workload.



STAFFING AVAILABILITY MATRIX

The team proposed to provide services to the Rhodine Road North CDD has adequate time available to dedicate to the successful completion of any project that may emerge under this contract.

Key Personnel	Current Availability	Availability in 6 Months	Availability in 12 Months
David A. Gierach, P.E., CGC	50%	55%	65%
Jeffrey M. Satfield, P.E.	50%	65%	75%
Jeremiah D. Owens, P.E., CFM	60%	75%	80%
Nicole Lebron, P.E.	60%	70%	85%
Devin Barrs, P.E.	65%	75%	80%
Matthew S. D'Angelo, E.I.	75%	70%	80%
Kurt R. Luman, Jr., E.I.	60%	70%	80%
Ariel P. Elvambuena, P.E.	75%	70%	80%
Joseph M. LoFaso, Jr., E.I.	60%	70%	80%
Matthew Cushman, P.E.	50%	65%	75%
Sandra L. Gorman, P.E.	60%	70%	75%
David E. Mahler, P.E.	65%	75%	85%
James "Jay" R. Morris, Jr., P.E.	70%	75%	85%
Mason Gardberg, P.E.	75%	80%	85%
Scott A. Breitenstein, P.E.	70%	80%	85%
Peter V. Hernandez, II, P.E.	75%	80%	85%
Jose M. Ortiz, MCE, P.E.	70%	75%	80%
David J. Melfi, P.E.	75%	80%	85%
Maxwell D. Spann, PLA, CLARB	75%	80%	85%
James K. Winter, PLA, CLARB	80%	85%	90%
Thomas J. Galloway, PSM	60%	65%	70%
Paul J. Katrek, PSM	60%	70%	75%
Randy L. Roberts, PSM	70%	75%	80%
Amy E. Daly, LEED AP	75%	80%	85%
David A. Landers	70%	80%	85%



G. VOLUME OF WORK PREVIOUSLY AWARDED BY THE DISTRICT

CPH has not yet had the chance to provide services to the Rhodine Road North CDD; however, CPH is more than capable of handling any project for the Rhodine Road North CDD, with approximately 240 employees in 10 Florida offices. CPH has the availability, manpower and knowledge to deliver the professional services required of the Rhodine Road North CDD. CPH considers the Rhodine Road North CDD a valued client and would hope to provide more services in the future.