

**Coral Springs
Improvement District
Regular Meeting**

Agenda

February 26, 2024

Coral Springs Improvement District

Board of Supervisors
Curt Tiefenbrun, President
Ben Groenevelt, Vice President
Mark Ritter, Secretary

Kenneth Cassel, District Manager
Seth Behn, District Counsel
David McIntosh, Director of Operations
Joe Stephens, Director of Utilities

Meeting Agenda

Monday, February 26, 2024 at 4:00 p.m.

1. **Call to Order**
2. **Audience Comments**
3. **Consideration of Waiver of \$500 Fence Encroachment Agreement Fee for 71 SW 114 Terrace - Ken**
4. **Approval of the Minutes of the January 22, 2024 Meeting**
5. **Financials for January 2024**
6. **Staff Request Board Consideration of a Request to Purchase Two Generac 75 KVA Portable Generators for the Total Amount of \$113,995 from ACF Standby Systems as the Provider Piggybacking on Sourcewell Contract #09222-GNR with Generac Power Systems – Danielle/Frank**
7. **Staff Request Board Consideration of an Opportunity for the District to Piggyback on a Contract for Annual Wellfield Maintenance BID-23-45-09-VH-0-2023/VH between the City of Sunrise and Aquifer Maintenance and Performance Systems, Inc. as the Primary Contract and AC Schultes of Florida, Inc. Serving as the Secondary Contractor *(The contract term is three years beginning on February 12, 2024. Both companies have agreed to extend the contract pricing and terms to CSID)* – Danielle/Christian**
8. **Consideration of Change Order to the LMK Contract for Lift Station #28 Rehab *(The Contract was signed by the CSID Board on April 17, 2023. This change order reduces the contract price of \$170,682.50 to \$151,804.72 returning an unspent balance of \$18,877,78)* – Frank/Joe**
9. **Staff Requests Board Ratification of an Engagement Letter Signed with Lewis, Longman & Walker PA to Represent the District in Issues Related to the PFAS Settlement and Related Actions *(As a requirement of the process to register for participation in PFAS settlement, it was necessary to have an engagement letter with our law firm for this matter. By having this agreement in place, the District can file a claim. The potential award for the***

District from the initial calculations provided is approximately \$5 Million. By having this letter in place, we have been able to move the District's registration and documentation along for consideration. -David/Seth

10. Approval of CPZ Architects to Provide Designs and Scope for the Wind Hardening Project and for the District Manager to Negotiate Final Scope and Rates - Ken

11. Consideration of Work Authorizations

A. Work Authorization #224 for Stormwater Culvert Structural Assessment for a Total Cost of \$160,303

B. Work Authorization #225 for Surveying Services for Lift Station Upgrades for a Total Cost of \$27,208

12. Engineer's Report

13. Staff Reports

A. Manager – Ken Cassel

B. Department Reports

- Operations – David McIntosh
- Utilities Update – Joe Stephens
- Utility Billing Customer Service Report – Brian Klien (Report Provided)
- Water – Christian McShea (Report Provided)
- Wastewater – Mike Hosein (Report Provided)
- Stormwater – Shawn Frankenhauser (Report Provided)
- Field – Frank Kozlowski (Report Provided)
- Maintenance Report – Carlos Enriquez (Report Provided)
- Procurement Report – Danielle Keira-Cancel (Report Provided)
- Finance and Accounting – Sue Beyer
- Human Resources – Jan Zilmer
- Engineering – Glen Hanks
- Motion to Accept Department Reports

C. Attorney

14. Supervisors' Requests/Comments

15. Adjournment

*Next regular meeting scheduled for February 26, 2024

Third Order of Business



82' - 4' Black chain
 Link - 1 - 4' gate
 205' - 6' high white
 PVC tongue + groove
 with lattice topper
 1 - 11' DD gates
 1 - 4' gate

N.W. 1st COURT

LOT 18 BLOCK "T"

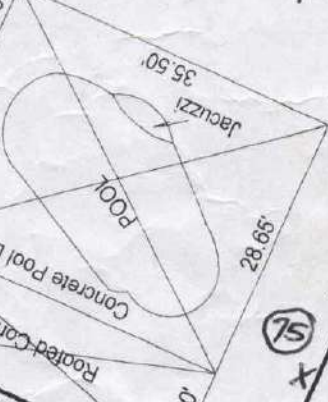
S 65° 16' 48" E
125.00'

C/L 30' Drainage Easement

Chimney

A/C

ONE STORY CBS
RESIDENCE # 71



LOT 20 BLOCK "T"

M 84° 16' 48" W
N 125.00'

S.W. 114th TERRACE
50.00' Total R/W
20' Asphalt

13' Parkway
90.00' N 24° 43' 12" E

Asphalt Driveway

2' Gutter

25.00'

16.05'

16.05'

16.05'

16.05'

16.05'

16.05'

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16.05'

16.05'

25.00'

25.00'

25.00'

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25.00'

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25.00'

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25.00'

25.00'

25.00'

25.00'

25.00'

25.00'

Edge of Water
LAKE

90.00' S 24° 43' 12" W
Drainage & Maintenance Area

90.00' S 24° 43' 12" W

90.00' S 24° 43' 12" W

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Fourth Order of Business

**MINUTES OF MEETING
CORAL SPRINGS
IMPROVEMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Coral Springs Improvement District was held Monday, January 22, 2024 at 4:00 p.m. at the District Offices, 10300 NW 11th Manor, Coral Springs, Florida.

Present and constituting a quorum were:

Curt Tiefenbrun	President
Ben Groenevelt	Vice President
Mark Ritter	Secretary

Also present were:

Ken Cassel	District Manager
Seth Behn	District Attorney (Via Teams)
Janice D. Rustin	Lewis, Longman & Walker
David McIntosh	Director of Operations
Joe Stephens	Director of Utilities
Sue Beyer	Director of Finance and Accounting
Glen Hanks	Director of Engineering
Rick Olson	District Engineer
Frank Kozlowski	Field Department (Via Teams)
Shawn Frankenhauser	Stormwater Department (Via Teams)
Christian McShea	Water Department (Via Teams)
Mike Hosein	Wastewater Department (Via Teams)
Danielle Keira-Cancel	Procurement Department
Marc Grace	Keefe McKullough
Tim Day	Inframark
Robert Koncar	Inframark
Doug Carris	Resident

The following is a summary of the discussions and actions taken.

FIRST ORDER OF BUSINESS

Call to Order

- Mr. Cassel called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

Audience Comments

- Mr. Carris addressed the Board regarding his water bill and the fact they are being billed for sewer.

THIRD ORDER OF BUSINESS

Acceptance of Financial Audit for Fiscal Year 2023

- Mr. Grace provided an overview of the Fiscal Year 2023 financial audit.

On MOTION by Mr. Groenevelt seconded by Mr. Ritter with all in favor the financial audit for Fiscal Year 2023 was accepted.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the December 18, 2023 Audit Committee Meeting and Regular Meeting

On MOTION by Mr. Groenevelt seconded by Mr. Ritter with all in favor the minutes of the December 18, 2023 Audit Committee and regular meetings were approved.

FIFTH ORDER OF BUSINESS

Financials for December 2023

On MOTION by Mr. Groenevelt seconded by Mr. Ritter with all in favor the financials for December 2023 were approved.

SIXTH ORDER OF BUSINESS

Discussion and Consideration of RFP/RFQ Document for Procurement of District Management Services

- Ms. Rustin reported she drafted the RFQ.
- Mr. Behn reviewed previous discussions.
- Mr. Behn reviewed three options.
 - District Counsel and District Staff can research the services of other management firms.
 - An RFQ where the Board can provide what criteria of what the management services will look like and the evaluation criteria. Pricing can be a component of the RFQ.
 - RFQ without pricing component.
- Discussion ensued and the board would like to see a matrix of scope and pricing based on current contracts.

SEVENTH ORDER OF BUSINESS

Accepting Corrections to Scrivener’s Errors on the November 2023 Fee Schedule

Mr. Hanks reviewed the corrections to the scrivener’s errors.

On MOTION by Mr. Ritter seconded by Mr. Groenevelt with all in favor the corrections to the scrivener’s errors on the November 2023 Fee Schedule were accepted.

EIGHTH ORDER OF BUSINESS

Staff Requests Board Consideration of a Request to Engage Stantec Consulting Services, Inc. to Conduct an Update of the Revenue Sufficiency Analysis for the Water and Sewer and General Fund as a Sole Source (*Stantec will allow the District to piggyback on RFQ# 14-20 between Stantec and the City of Clear Water as a price comparison*)

Mr. McIntosh reviewed the need for an analysis and the services which will be provided.

On MOTION by Mr. Ritter seconded by Mr. Groenevelt with all in favor the agreement with Stantec for water and sewer and general fund rate study was approved.

NINTH ORDER OF BUSINESS

Consideration of Award of RFP# 2023-06 for Disaster Debris Removal Services to Crowdergulf Joint Venture, Inc. as the Primary Contractor and Ceres Environmental Services as the Secondary Contractor

Ms. Keira-Cancel reviewed the bid summary for RFP#2023-06 and the review committee recommends engaging Crowdergulf Joint Venture, Inc. as the primary contractor and Ceres Environmental Services as the secondary contractor.

On MOTION by Mr. Ritter seconded by Mr. Groenevelt with all in favor the bid for RFP# 2023-06 was awarded to Crowdergulf Joint Venture, Inc. as the primary contractor and Ceres Environmental Services as the secondary contractor.

TENTH ORDER OF BUSINESS

Consideration of Request by Staff for Board Approval of LMK Pipe Renewal to Conduct Budgeted Repairs in the Amount of \$1,488,812.50 to Lift Station 13 in Accordance with the Terms of the Contract between the City of St. Petersburg Florida and LMK Pipe Renewal for the SAN Annual CIPP Lining FY 2020 (CSID’s Board has previously approved the offer from LMK Pipe Renewal for CSID to piggyback on the contract between the City St. Petersburg Florida and LMK Pipe Renewal according to the terms of the SAN Annual CIPP Lining FY 2020 including any renewals)

- The above item was not discussed.

ELEVENTH ORDER OF BUSINESS

Consideration of Work Authorizations

A. Amendment #1 to Work Authorization #207 for Deep Injection Well Mechanical Integrity Test for a Decrease of \$14,053.90

On MOTION by Mr. Ritter seconded by Mr. Groenevelt with all in favor Amendment #1 to Work Authorization #207 was approved for a total decrease of \$14,053.90.

B. Work Authorization #221 for Site No. 17 Canal Bank Stabilization for a Total Cost of \$603,781

- Mr. Olson provided an overview of the canal bank stabilization project and the work associated with Work Authorization #221.

On MOTION by Mr. Groenevelt seconded by Mr. Ritter with all in favor Work Authorization #221 was approved at a total cost of \$603,781.

C. Work Authorization #222 for Belt Filter Press Replacement for a Total Cost of \$1,472,146

- Mr. Olson provided an overview of the work associated with Work Authorization #222.

On MOTION by Mr. Ritter seconded by Mr. Groenevelt with all in favor Work Authorization #222 was approved at a total cost of \$1,472,146.

D. Work Authorization #223 for Administrative Building Hurricane Hardening Assessment

- Mr. Olson reviewed the work associated with Work Authorization #223.
- District staff would like to submit a grant application for this project in the amount \$23,000.

On MOTION by Mr. Ritter seconded by Mr. Groenevelt with all in favor Work Authorization #223 was approved at a total cost of \$23,702.

TWELFTH ORDER OF BUSINESS

Engineer’s Report

Mr. Olson reviewed his report, which was included in the agenda package and is attached hereto as part of the public record.

- WA #192 is currently on hold. The District would like to restart the work with the arborist.

On MOTION by Mr. Groenevelt seconded by Mr. Tiefenbrun with all in favor continuing with Work Authorization #192 with the modifications that have been agreed to by the engineer and the District was approved.

- WA #213 – Mr. Olson is trying to get more information and will update the Board and staff.
- WA #214 – There are two options being proposed. One is to leave the existing muffler in place and then divert the exhaust through the wall and outside. The second option is to move the muffler outside. They are working on this with staff.
- WA #216 – The three tanks are scheduled to be installed starting January 23, 2024. It is expected to take three days and should be complete by the end of the week.

THIRTEENTH ORDER OF BUSINESS

Staff Reports

C. Attorney

- Mr. Behn reported on the upcoming General Election in November. He is coordinating with the Supervisor of Elections. The qualifying dates are June 10, 2024 through June 14, 2024.

- He provided an update on the proposed bill for procurement. The legislature is proposing the District's procurement level be at level two. It would require the District to go through the procurement process for anything over \$35,000.
- Mr. Behn also reported on another proposed bill where districts that utilize ad valorem taxation would have to go to referendum every five years. There is also a twelve-year term limit threshold.

A. Manager – Ken Cassel

- Mr. Cassel did not have anything to report, but stated they will help provide District Counsel with anything they may need.

B. Department Reports

• Operations – David McIntosh

- Mr. McIntosh reported they are looking into March 16, 2024 to hold the Open House.
- They are looking to engage with Quest for them to provide public relation services.

• Utilities Update – Joe Stephens

- Mr. Stephens reported they received a fully executed FDEM grant contract for the lift station generators.
- He and Mr. McIntosh are interviewing candidates for the maintenance manager position.
- They are working on more grant applications for the administration building.

• Utility Billing Customer Service Report – Brian Klien (Report Provided)

Mr. Klien reviewed his report; a copy of which is attached hereto as part of the public record.

• Water – Christian McShea (Report Provided)

Mr. McShea reviewed his report; a copy of which is attached hereto as part of the public record.

- **Wastewater – Mike Hosein (Report Provided)**

Mr. Hosein reviewed his report; a copy of which is attached hereto as part of the public record.

- **Stormwater – Shawn Frankenhauser (Report Provided)**

Mr. Frankenhauser reviewed his report; a copy of which is attached hereto as part of the public record.

- **Field –Frank Kozlowski (Report Provided)**

Mr. Kozlowski reviewed his report; a copy of which is attached hereto as part of the public record.

- **Maintenance Report – Mike Percia (Report Provided)**

A copy of the report was distributed to the Board; a copy of which is attached hereto as part of the public record.

- **Procurement Report – Danielle Keira-Cancel (Report Provided)**

Ms. Kiera-Cancel reviewed her report; a copy of which is attached hereto as part of the public record.

- **Financing and Accounting – Sue Beyer**

Ms. Beyer thanked the group who assisted her with the financial audit.

- **Human Resources – Jan Zilmer**

Mr. McIntosh reported all the W-2 forms are out. They were done by Paycom.

- **Engineering – Glen Hanks**

Mr. Hanks provided updates on the following:

- The Metropolitan project by the mall is undergoing a change in contractor.
- He is putting together a scope of services for surveying the lift stations and permanent generators.

- **Motion to Accept Department Reports**

On MOTION by Mr. Groenevelt seconded by Mr. Ritter with all in favor the Department Reports were accepted.
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FOURTEENTH ORDER OF BUSINESS Supervisors' Requests/Comments

There being none, the next item followed.

FIFTEENTH ORDER OF BUSINESS Adjournment

There being no further business, the meeting adjourned.

Kenneth Cassel
Assistant Secretary

Curt Tiefenbrun
President

Fifth Order of Business



CORAL SPRINGS IMPROVEMENT DISTRICT

FINANCIAL REPORT SUMMARY – MEETING FEBRUARY 26, 2024

**CORAL SPRINGS IMPROVEMENT DISTRICT
WATER & SEWER FUND
SUMMARY REPORT**

For Period Ending January 31, 2024

	Actual ENDING 01/2024		BUDGET THRU 01/2024		VARIANCE Actual to Budget (UNDERBUDGET)		ADOPTED BUDGET FY 2023/2024
REVENUES							
TOTAL REVENUES	\$ 5,176,204	*	\$ 5,255,421	*	\$ (79,217)	*	\$ 15,766,262
CARRY FORWARD	\$ -		\$ 1,385,333		\$ (1,385,333)		\$ 4,156,000
TOTAL REVENUE WITH CARRY FORWARD	\$ 5,176,204		\$ 6,640,754		\$ (1,464,550)		\$ 19,922,262
EXPENDITURES							
TOTAL ADMINISTRATIVE	\$ 710,613		\$ 775,824		\$ (65,211)		\$ 2,327,472
TOTAL PLANT	\$ 2,113,477		\$ 3,185,174		\$ (1,071,697)		\$ 9,555,523
TOTAL FIELD	\$ 755,564		\$ 1,645,764		\$ (890,201)		\$ 4,937,293
TOTAL EXPENDITURES	\$ 3,579,653		\$ 5,606,763		\$ (2,027,109)		\$ 16,820,288
AVAILABLE FOR DEBT SERVICE	\$ 1,596,550						\$ 3,101,974
Total Debt Service	\$ 932,517						\$ 2,818,070
Excess Revenues (Expenses) After Debt Service	\$ 664,033						\$ 283,904
Net Assets Beginning	\$ 41,174,831						
Net Assets Ending	\$ 41,838,864						
Debt Service Coverage - Current 1.71							Debt Service-Budget 1.10

Debt Service Requirement 1.10

* Year end adjustments to W&S Revenue
\$976,407 accrued back to Sept 2023

**CORAL SPRINGS IMPROVEMENT DISTRICT
General Fund
SUMMARY REPORT**

For Period Ending January 31, 2024

	Actual ENDING 01/2024	BUDGET THRU 01/2024	VARIANCE Actual to Budget (UNDERBUDGET)	ADOPTED BUDGET FY 2023/2024
REVENUES				
TOTAL REVENUES	\$ 3,433,610	\$ 1,149,477	\$ 2,284,132	\$ 3,448,432
CARRY FORWARD	\$ -	\$ 1,997,507	\$ (1,997,507)	\$ 5,992,522
TOTAL REVENUE WITH CARRY FORWARD	\$ 3,433,610	\$ 3,146,985	\$ 286,625	\$ 9,440,954
EXPENDITURES & RESERVES				
TOTAL ADMINISTRATIVE	\$ 175,214	\$ 281,602	\$ (106,389)	\$ 844,807
TOTAL FIELD	\$ 282,650	\$ 2,640,471	\$ (2,357,821)	\$ 7,921,413
TOTAL EXPENDITURES	\$ 457,864	\$ 2,922,073	\$ (2,464,210)	\$ 8,766,220
RESERVES				
EXCESS REVENUES (EXPENSES)	\$ 2,975,746			\$ 674,734
FUND BALANCE BEGINNING 10/1/23	\$ 13,024,938	*		
CURRENT FUND BALANCE ENDING	\$ 16,000,684			

* Fund Balance changes due to audit adjustments

Sixth Order of Business

0020818105



ACF Standby Systems
Power Generation

GENERAC | INDUSTRIAL
POWER

Sourcewell

Awarded Contract

Contract # 092222-GNR

Date: January 5, 2024

Reference: MDG75DF4

We are pleased to offer the following quote for the above project:

Quantity 2 - Generac Mobile diesel engine-driven generator set MDG75DF4, consisting of the following features and accessories:

- Trailered Unit
- 75KVA Rating, 60Hz
- 4-Position Voltage Selector Switch
 - 277/480VAC Three Phase
 - 120/208VAC Three Phase
 - 120/240VAC Three Phase
 - 120/240VAC Single Phase
- Prime Duty Rating
- CSA
- Variable Speed Cooling Fan
- Standard Run Single Wall Tank
- Single Axle
- Electric Brakes
- 2 in. Ball Hitch Adjustable
- Trailer Adapter, Flat 4 to Round 7 Spade
- 4-Position Phase Selector Switch
- MDG75DF4

Quantity 1 – Start-up and Commissioning (Owner Training Included)

Quantity 2 - Freight to jobsite off-loading by others

Total investment for the above equipment (Not including any applicable tax): **\$113,995.00**

0020818105

Clarifications and Exceptions:

- ACF takes exception to providing any form of lightning protection. This needs to be supplied by others.
- Installation, field connections, and field tests requirements such as NETA, Ground Fault, Dielectric, Ring Wave & Infrared Scanning, will be provided by a 3rd party agency and is not provided by ACF.
- Local Noise Ordinances unknown. Should lower dBA rating required price is subject to change.
- No Enclosure Wind Load P.E. Calculations. Optional adder.
- Buyers referenced to local, state, or federal government requirements.
- No Anchoring Calculations and/or anchors.
- Fire Pump ATS Provided by Others
- NO PE Stamps Supplied. Optional Adder.
- No Offloading.
- No installation.
- No rigging.
- No power systems or selective coordination study.
- Equipment performance beyond manufacturer's design.
- No Storage or insurance.
- No third-party electrical apparatus testing / inspections, and/or special testing (emissions, noise, harmonics, etc...
- NO NETA Testing Must be performed by third party agency.
- No Special testing equipment (oscilloscope, thermal camera, harmonic analyzer, InfraRed, etc...
- No general, civil and/or plumbing work or materials.
- No electrical and/or mechanical work including materials.
- No engineering or permitting.
- No third-party testing agency.
- If this project is an AHCA project and AHCA does not approve quote additional cost could occur to make AHCA Compliant.
- No Sound Testing by ACF.
- No fuel or equipment rental.
- No Sub-base in field pressure integrity testing.
- No Maintenance Contract by ACF.
- Arc Flash/ Coordination studies are to be completed by others.

Terms and Conditions

Net 30 days, subject to review and approval by our Credit Dept. Payment obligations are not dependent or contingent upon the manner in which purchaser may receive payment from others. No retainage against this order will be permitted unless agreed to ahead of time. Warranty is invalid without factory start up. Start up will be done during normal business hours. Additional charges will be applied to start ups requested on weekends or off normal business hours.

Sincerely,

0020818105



Zachary Stewart, M.E.

Sales Engineer

Direct: (352) 502-2718

Fax: (813) 621-6980

Email: z.stewart@acfpower.com

Connect: acfstandbysystems.com



Acceptance of Quote

Prior to ordering equipment or services, please sign and return as a confirmation of the above terms and conditions.

Customer Signature

Seventh Order of Business



Aquifer Maintenance and Performance Systems, Inc. agrees to provide Coral Springs Improvement District with all services, terms, and conditions listed in Bid 23-45-09-VH with The City of Sunrise. Aquifer Maintenance and Performance Systems, Inc. agrees that they will also comply with the requirements below in the administration of this contract with the Coral Springs Improvement District. Further Aquifer Maintenance and Performance Systems, Inc. agrees that it is their obligation to obtain affidavits from any subcontractors to ensure that the subs are in compliance with E-Verify.

The CONTRACTOR and its subcontractors warrant compliance with all federal immigration laws and regulations that relate to their employees. The CONTRACTOR agrees and acknowledges that the OWNER is a public employer subject to the E-Verify requirements as set forth in Section 448.095, Florida Statutes, and that the provisions of Section 448.095, Florida Statutes apply to this Agreement. If the OWNER has a good faith belief that the CONTRACTOR has knowingly hired, recruited or referred an alien who is not authorized to work by the immigration laws or the Attorney General of the United States for employment under this Agreement, the OWNER shall terminate this Agreement. If the OWNER has a good faith belief that a subcontractor performing work under this Agreement knowingly hired, recruited or referred an alien who is not duly authorized to work by the immigration laws or the Attorney General of the United States for employment under this Agreement, the OWNER shall promptly notify the CONTRACTOR and order the CONTRACTOR to immediately terminate the contract with the subcontractor. The CONTRACTOR shall be liable for any additional costs incurred by the OWNER as a result of the termination of a contract based on CONTRACTOR'S failure to comply with E-Verify requirements evidenced herein.

IF THE CONTRACTOR HAS ANY QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES TO THE CONTRACTORS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, THE CONTRACTOR SHOULD CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT

**Sandra Demarco
210 N. University Drive, Suite 702 Coral Springs, FL 33071
(O) 954.603.0033, Ext. 40532
Email: PublicRecords@inframark.com**

Aquifer Maintenance and Performance System, Inc. Representative

CSID Representative

Title: President

Title: _____

Name: (Print) James Murray

Name: (Print) _____

James Murray 1-31-24
Signature Date

Signature Date

FOR YOUR TOTAL PUMP AND WELL FIELD NEEDS



CERTIFICATE OF LIABILITY INSURANCE

Agenda Page 25 DATE (MM/DD/YYYY)

1/30/2024

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

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

PRODUCER Acrisure LLC 1265 Drummers Lane, Suite 300 Wayne PA 19087	CONTACT NAME: Monica O'Toole PHONE (A/C. No. Ext): 866-282-9742 E-MAIL ADDRESS: certs@odellstudner.com		FAX (A/C. No.): 610-995-0105
	INSURER(S) AFFORDING COVERAGE		NAIC #
INSURED A.C. Schultes of Florida, Inc. 11865 US Highway 41 South Gibsonton FL 33534	INSURER A : Zurich American Insurance Company		16535
	INSURER B : Travelers Property Casualty Company of America		25674
	INSURER C : The Cincinnati Indemnity Company		23280
	INSURER D :		
	INSURER E :		
INSURER F :			

COVERAGES **CERTIFICATE NUMBER:** 1791901546 **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:			GLO038070908	7/1/2023	7/1/2024	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMP/OP AGG \$4,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			BAP038071008	7/1/2023	7/1/2024	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ PIP Basic \$10,000
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			CUP2S94663123NF	7/1/2023	7/1/2024	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$
A	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y <input checked="" type="checkbox"/> N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	WC038070808	7/1/2023	7/1/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
C	Leased Rented Equipment			6309W028379TIL23	7/1/2023	7/1/2024	Limit \$300,000
B	Equipment Floater			6309W028379TIL23	7/1/2023	7/1/2024	Limit \$750,000

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

CERTIFICATE HOLDER

CANCELLATION

Coral Springs Improvement District
 10300 NW 11th Manor
 Coral Springs, FL 33071

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

AUTHORIZED REPRESENTATIVE

Steve Odell



A.C. Schultes of Florida, Inc.
11865 Highway 41 South
Gibsonton, FL 33534
Phone: 813-741-3010
greg.acsfl@acschultes.com

A.C. Schultes of Florida, Inc. agrees to provide Coral Springs Improvement District with all services, terms, and conditions listed in Bid 23-45-09-VH with The City of Sunrise. A.C. Schultes of Florida, Inc. agrees that they will also comply with the requirements below in the administration of this contract with the Coral Springs Improvement District. Further A.C. Schultes of Florida, Inc. agrees that it is their obligation to obtain affidavits from any subcontractors to ensure that the subs are in compliance with E-Verify.

The CONTRACTOR and its subcontractors warrant compliance with all federal immigration laws and regulations that relate to their employees. The CONTRACTOR agrees and acknowledges that the OWNER is a public employer subject to the E-Verify requirements as set forth in Section 448.095, Florida Statutes, and that the provisions of Section 448.095, Florida Statutes apply to this Agreement. If the OWNER has a good faith belief that the CONTRACTOR has knowingly hired, recruited or referred an alien who is not authorized to work by the immigration laws or the Attorney General of the United States for employment under this Agreement, the OWNER shall terminate this Agreement. If the OWNER has a good faith belief that a subcontractor performing work under this Agreement knowingly hired, recruited or referred an alien who is not duly authorized to work by the immigration laws or the Attorney General of the United States for employment under this Agreement, the OWNER shall promptly notify the CONTRACTOR and order the CONTRACTOR to immediately terminate the contract with the subcontractor. The CONTRACTOR shall be liable for any additional costs incurred by the OWNER as a result of the termination of a contract based on CONTRACTOR'S failure to comply with E-Verify requirements evidenced herein.

IF THE CONTRACTOR HAS ANY QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES TO THE CONTRACTORS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, THE CONTRACTOR SHOULD CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT

**Sandra Demarco
210 N. University Drive, Suite 702 Coral Springs, FL 33071
(O) 954.603.0033, Ext. 40532
Email: PublicRecords@inframark.com**

A.C. Schultes of Florida, Inc. Representative

CSID Representative

Title: Vice President

Title: _____

Name: (Print) Gregory Schultes

Name: (Print) _____


Signature

1/30/24
Date

Signature

Date

Eighth Order of Business



**DEVELOPMENT
CORPORATION**

1701 N.W. 22nd Court
Pompano Beach, Florida 33069
Phone (954) 971-2288
Fax (954) 971-0030

September 28, 2023

Coral Springs Improvement District
Attn: Frank Kozlowski
10300 NW 11th Manor
Coral Springs, FL 33071

Re: CSID LS 28 Change Order

Dear Mr. Kozlowski:

All elements of the repair work on lift station 28 have been completed. No additional invoices will be submitted for this project. Can you please close out the purchase order?

Please find the following cost summary:

PO #2301559	\$ 170,682.50
Invoice #IN004127 dated 09/19/23	<u>\$ 151,804.72</u>
Deductive Change Order	\$ 18,877.78

Thank you for the opportunity to work for you and if we can provide you with anything further, please do not hesitate to call.

Thank you,

A handwritten signature in blue ink, appearing to read "Larry Shortz".

Larry Shortz
Trio Development Corp.

Ninth Order of Business



Reply to: West Palm Beach

February 9, 2024

Coral Springs Improvement District
 Attn: David McIntosh
 10300 NW 11th Manor
 Coral Springs, FL 33071

**CONFIDENTIAL
 ATTORNEY/CLIENT
PRIVILEGED**

VIA EMAIL

RE: PFAS Claims Engagement Letter

Dear Mr. McIntosh:

On behalf of the law firm of Lewis, Longman & Walker, P.A. ("LLW"), I sincerely thank you for the opportunity to represent you on the above-referenced matter that is further defined in Section 2 of this Engagement Agreement ("Agreement"). The purpose of this Agreement is to document the terms of our professional relationship. A solid attorney-client relationship is built on a clear understanding of the terms of the relationship. Therefore, I ask that you review this letter with care and then either confirm your agreement to these terms or state any different or additional terms that you would like me to consider.

1. **Client.** Unless and until agreed by all parties in writing, LLW's only client in this matter is the Coral Springs Improvement District ("CSID").
2. **Services.** LLW will serve as special counsel to CSID in support of any and all issues related to PFAS including class action litigation settlement claims and related actions. Any additional matters that you may ask us to undertake must be covered by separate Engagement Agreements and will require additional conflict checks.
3. **Professional Fees and Term.** I will be the shareholder in charge of this matter, and I will be primarily responsible for providing and supervising the legal services required. My hourly rate is \$405.00. I will be responsible for ensuring that this matter is staffed in a manner adequate and appropriate to the requirements of the representation. The rates for other LLW attorneys range from \$275.00 to \$405.00 per hour. The rate for paralegals/law clerks is \$240.00 per hour. These

JACKSONVILLE
 245 Riverside Ave.
 Suite 510
 Jacksonville, Florida 32202
 T: 904.353.6410
 F: 904.353.7619

ST. PETERSBURG
 100 Second Ave. South
 Suite 501-S
 St. Petersburg, Florida 33701
 T: 727.245.0820
 F: 727.290.4057

TALLAHASSEE
 106 East College Avenue
 Suite 1500
 Tallahassee, Florida 32301
 T: 850.222.5702
 F: 850.224.9242

TAMPA
 301 West Platt St.
 Suite A364
 Tampa, Florida 33606
 T: 813.775.2331

WEST PALM BEACH
 360 South Rosemary Ave.
 Suite 1100
 West Palm Beach, Florida 33401
 T: 561.640.0820
 F: 561.640.8202

Coral Springs Improvement District
Attn: David McIntosh
February 9, 2024
Page -2-

rates will be in effect through December 2024 and are subject to change in January of each subsequent year. If rates are changed the District will be notified. This representation may continue through all related litigation including subsequent appeals and settlement negotiations, including actions for collection of any fees or awards due to CSID. However, CSID retains the right to terminate this representation at any time, without cause.

4. **Communication and Cooperation.** In order for us to serve as your counsel, it is essential that we are able to contact you, and that you respond to our requests for information or documents as expeditiously and completely as possible. We may also require client personnel be made available to meet with us in relation to representing you in this matter. Please bear in mind that if we do not obtain such cooperation, the quality of our representation may suffer and we may feel constrained to withdraw from any further work.

5. **Costs.** LLW will charge you for direct costs incurred on your behalf for this representation. We may advance these costs and seek reimbursement in our billings or we may, at our discretion, require you to deposit these costs with us before the costs are incurred.

6. **Billing and Payment.** We will bill you on a monthly basis for professional services rendered and expenses incurred in connection with this matter. You agree to pay the amount of each invoice in full within twenty (20) days of the billing date. For the convenience of our clients, LLW accepts credit card payments for invoices. Payments received will be applied to the outstanding invoices specified by the payment. If a specific invoice is not specified, the payment will be applied to the oldest outstanding invoice. If you have any questions about the invoice or if you dispute any items or any invoice, you agree to notify me in writing within fifteen (15) days of the billing date of your question or concern. If no issues are raised within this time period, the firm will assume you do not have any dispute with the invoice. Any amount of fees and costs due remaining unpaid for more than thirty (30) days from the date of billing shall bear interest at the rate of twelve (12%) percent per annum, compounded daily, until paid.

7. **Default.** If you fail to abide by the terms of this Agreement, you will be considered in default of this Agreement and we may terminate our representation. In the event any suit or action is brought to enforce the provisions of this Agreement in any arbitration, or administrative or judicial proceeding, the prevailing party shall be entitled to an award of reasonable attorneys' fees and costs incurred in such proceedings, including appeals.

8. **Client Documents.** During the course of your matter, you may provide us with original or sensitive documents such as tax records, expense records, bank records, deeds, etc. We will hold these records, in our office, during the pendency of your action. At the conclusion of your matter and after all outstanding legal fees, costs and expenses, have been paid in full, you may arrange for the return of the original documents to you. It is your responsibility to secure the return of your original or sensitive documents. If you want a copy of all the matter files you will need to pay for the organization, copying/scanning and provision of same. We will retain all documents related to

Coral Springs Improvement District
Attn: David McIntosh
February 9, 2024
Page -3-

your matter for seven (7) years following the closure of your matter. At the conclusion of which the documents will be destroyed.

9. **Public Records.** LLW will keep and maintain public records required by you to perform the service. However, the parties agree that the nature of the retention contemplated herein does not render LLW a "public agency" within the meaning of the term in Chapter 119, Florida Statutes.

Upon request by your custodian of public records, as identified in the next section, LLW will provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.

For public records requests that require significant administrative time or the use of technology to fulfill, LLW will prepare an estimate of the cost of fulfilling the public records request and provide same to you in writing. If you have a policy regarding the manner of calculating charges for significant administrative time or the use of technology, LLW will follow the policy in developing the cost estimate. The policy will be attached hereto upon execution by you. If you do not have a specific policy for calculating charges for significant administrative time or the use of technology, LLW shall develop the estimate based on LLW's actual cost. Significant administrative time will be considered time in excess of 30 minutes. Labor costs shall be estimated based on 1.25 x the hourly rate of the lowest paid LLW member capable of performing the work. The cost of technology shall be estimated based on actual cost, with no mark-up.

LLW will ensure that public records maintained or created in connection with this representation that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of this Agreement term and following completion of the representation if LLW does not transfer the records to you.

Upon completion of the representation, LLW shall transfer, at no cost to you, all public records in possession of LLW related to the representation, in the format in which those records were ordinarily kept, provided that all electronic records shall be produced to you in a format that is compatible with your information technology systems. If you desire the records to be transferred in a format that is different than the above-referenced format, LLW shall prepare a cost estimate for the records conversion upon request, and provide the converted records to you upon approval of the cost estimate.

LLW shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. LLW may retain duplicate copies of non-exempt and non-confidential public records after the record copies are transferred to you.

If you receive a public records request for materials the record copies of which are maintained by LLW, you shall immediately notify LLW of the request in writing. LLW will provide the records to you, or allow the records to be inspected or copied within a reasonable time, as directed by you. If

Coral Springs Improvement District
Attn: David McIntosh
February 9, 2024
Page -4-

you desire for LLW to review the records for responsiveness and/or exemption/privilege, you shall advise LLW of its desire in writing and LLW shall provide the service at the rates provided herein. If you seek for LLW to "certify" a public record, you should provide LLW with direction on the desired format of such certification along with the records request.

IF LLW HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO LLW'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, LLW WILL CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT Please fill in contact information for the Custodian of Public Records:

954-603-0033, Ext. 40532
Telephone Number

Sandra.Demarco@inframark.com
E-mail Address

210 N. University Drive, Suite 702, Coral Springs, FL 33071
Mailing Address

10. **Court Awarded Fees.** In litigation matters, the court may order your adversary to pay part or all of the fees and out-of-pocket costs expended on your behalf in the matter. The court's award of fees and/or costs does not set or limit the actual fees and costs incurred by you for our representation, nor does it limit your liability to LLW for payment of all fees and costs. Any fees and costs received by LLW on your behalf from an award by the court shall be credited toward your account. However, you remain liable for all fees and costs incurred above and beyond the amount awarded by the court.

11. **Binding and Entire Agreement.** This Agreement and any concurrent attachments represent the entire Agreement between the parties, and no party is relying or is entitled to rely on any representations not expressly contained herein. In addition, no changes may be made to this Agreement without the written consent of all the parties hereto.

We sincerely thank you for choosing LLW to assist you in this most important matter. If you agree with the foregoing terms and conditions, please sign in the space provided at the bottom of this Agreement and return to me. On behalf of LLW, I look forward to assisting you in this matter.

Sincerely,


Seth C. Behn, Esq.

Coral Springs Improvement District
Attn: David McIntosh
February 9, 2024
Page -5-

ACCEPTED BY:

CORAL SPRINGS IMPROVEMENT DISTRICT

By: 

Title: Director of Operations

Date: 2/9/2004

TENTH ORDER OF BUSINESS

ADVERTISEMENT

CORAL SPRINGS IMPROVEMENT DISTRICT

REQUEST FOR QUALIFICATIONS

RFQ #2023-08

TITLE: WATER/WASTEWATER PLANT WIND HARDENING – (CCNA)(HMGP)

Qualifications for the procurement of Architectural and Engineering (A&E) services for the design of wind hazard mitigation improvements to six (6) buildings located at the Coral Springs Improvement District's water and wastewater plant at 10300 NW 11th Manor, Coral Springs, FL 33071. Qualification proposals will be received by the Coral Springs Improvement District, Broward County, Florida.

A mandatory pre-proposal meeting will be held on **December 19, 2023 at 10:00am** at the District's offices. The professional's proposal shall be submitted on the required bid proposal form. Proposals will be received until **10:00am eastern time on January 25, 2024** at the offices of the Coral Springs Improvement District, 10300 NW 11th Manor Coral Springs, FL 33071. The outside of the envelope or box containing one (1) original proposal including original signatures, one (1) additional copy, and one (1) digital copy (USB Drive) must clearly state "**Water/Wastewater Plant Wind Hardening RFQ# 2023-08**". This RFQ will be subject to the Cone of Silence. Late submittals will not be accepted.

A PDF version of the RFQ solicitation document is available on the District's website at www.csidfl.org or by requesting a PDF copy via email to the representative listed below.

The District reserves the right to reject any or all proposal's either with or without cause, to waive technical errors and informality and to accept the bid or portion of the bid, which in its judgment best serves the District.

Representative:
Danielle Keira-Cancel
Procurement Manager
Coral Springs Improvement District
10300 NW 11th Manor
Coral Springs, FL 33071
Email: daniellec@csidfl.org



PRE-BID AND SITE VISIT Q & A

RFQ# 2023-08

WATER/WASTEWATER PLANT WIND HARDENING

CCNA-HMGP

THIS DOCUMENT SHALL MODIFY AND BECOME A PART OF THE ORIGINAL ITB DOCUMENT. THE FOLLOWING CLARIFICATIONS, CHANGES, ADDITIONS, AND/OR DELETIONS ARE HEREBY MADE PART OF THE CONTRACT DOCUMENTS FOR ITB 2023-02 WATER TREATMENT PLANT BULK CHEMICALS

TO ALL PROSPECTIVE BIDDERS

Words ~~stricken~~ are deletions; words underlined are additions to the RFQ

Q: I am representing two companies. Do both members of the team need to be present?

A: Only the Prime consultant needs to be present and signed-in on the sign sheet.

Q: What is the timeline for the deliverables?

A: The District's deadline is August of 2024 for Phase I to Florida Division of Emergency Management (FDEM). The contracted consultant's deadline will be August 1, 2024.

Q: Will the deliverables require 3rd party peer review prior to being submitted to FDEM?

A: No, but the City of Coral Springs building permit approval will be required for activities. Broward County permits will be required as well. Contractor listed on the permit may change depending on the successful bidder for Phase II. The District will also review deliverables to help ensure completeness and to determine if they meet the scope contracted for.

Q: Are you scanning all the blueprints and digitizing them?

A: CSID has identified some digital images pertaining to the facilities covered by this project and will share files with the successful respondent. Additionally, there are many pages of blueprints and blacklines in our flat files that may pertain to the project. The successful respondent will be allowed to review, identify pertinent documents and request CSID digitize and distribute. The information depicted on plans provided is not guaranteed to be accurate by CSID.



Q: Has there been any previous damage to the 6 buildings via a storm event?

A: No.

Q: Do you have any records of air flow to the buildings with equipment?

A: The required air flow to the blower buildings will need to be verified by the successful respondent based on the rated capacities of where the various blowers are housed in these buildings plus any needed for ventilation.

Q: I wanted to clarify regarding the 330 form. For Section 2 it asks for the firm qualifications and references. Would this be A-C and F-H? Section 3 asks for key personnel, which would be E. Would it be separated out like this or just put all parts of the 330 in both sections? Also, do you want 330 forms from sub-consultants as well?

A: Under section 2.9 Qualification Proposal Layout, Section 2 Key Personnel has been omitted as it is included in Section 1 Firm Qualifications and References. Also, under page Section 4 Required Forms, the Equal Employment Opportunity Certification has been omitted and replaced with CSID Client References form that is already included in the bid documents.

Q: Is there an SBE or M/WBE percentage for this RFQ?

A: No, there is no required participation percentage. However, SBE or M/WBE firm should be used whenever possible and affirmative steps should be taken including:

1. Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
2. Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
3. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
4. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
5. Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and

Q: Is the FPL vault part of the scope of work for this project?

A: No.



Q: When was this [generator building] roof done? It looks new.

A: It may be new, but part of the grant is to update the roofing systems to comply with the current code. As well as any roof top equipment. Permits should be on file with the City of Coral Springs as it meets the current south Florida building codes.

Q: What about the lightening protections, are we going to be dealing with that?

A: Yes, lightening protections must be restored to same or better condition(s).

Q: Are the windows and louvers protected by shutters currently?

A: As set forth in the grant "The current windows and doors do not meet Miami Dade N.O.A. standards. Intake louvers will also be replaced to further protect the facility from wind and water damage." It is the intent of CSID to replace existing, non-impact openings with impact rated windows, doors, and louvers with those which those rated for Risk Category IV buildings and structures, while securing vents and exhaust fans to the specified standard.

Q: Do you have a reroofing program where every 5-6 years the roofs are replaced?

A: No.

Q: We are an engineering firm but would like to sub-consult with an architect. Does the subconsultant need to be present at this meeting?

A: No, we will only enter negotiations for a contract with the prime firm.

Q: What is the budget for this project?

A: \$300,000.00

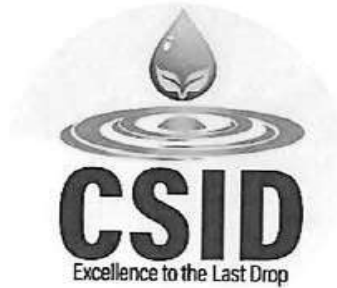
Q: Do you have any drawings for the wastewater building?

A: If available, they will be provided to the awarded consultant. The consultant should verify accuracy with the City of Coral Springs building department.

Q: Is the belt filter press building included in the scope of work?

A: No.

Tuesday, December 19, 2023
11:00am



Sign-In Sheet for Pre-Proposal Meeting
WATER/WASTEWATER PLANT WIND HARDENING - (CCNA)(HMGP)
Request for Qualifications (RFQ) # 2023-08

. Reza Javidan Quest Engineering 954-582-9800 reza@questeng.com *[Signature]*
 MOHAMMAD ATIF ANWER WES 305-799-3386 anwer.atif@wseinc.com *[Signature]*

Name	City/Company	Phone#	Email	Signature
Danielle Keira-Cancel	CSID	954-796-6620	daniellec@csidfl.org	
Glen Hanks	CSID	954-715-7768	glenh@csidfl.org	
Joe Stephens	CSID	954-796-6667	joes@csidfl.org	
Doug Hammann	CHA	954-510-4700	dhammann@chasolutions.com	<i>[Signature]</i>
Alycia Oppenheim	CPZ	954-792-8525	alycia@cpzarchitects.com	<i>[Signature]</i>
Jayson Hall	CPZ	954-792-8525	jayson@cpzarchitects.com	<i>[Signature]</i>
Cesar A Nino	Ret. Nino Moreno	954-340-1409	cnino@ninomoreno.com	<i>[Signature]</i>
Adolfo Castillo	ACAI	954/4844000	adolfo@aemworld.com	<i>[Signature]</i>
Adam Albertelli	ACAI	u	aalbertelli@aemworld.com	<i>[Signature]</i>
STAFF DEVIER	SALTZ	954-266-2700	sdevier@saltzmichelson.com	<i>[Signature]</i>
Oscar Martinez	WZA	(954)522-4123	oscar@wza-architects.com	<i>[Signature]</i>
DAVID ROSA	MJ	305-726-4247	DROSA@MJINC.COM	<i>[Signature]</i>
Caique Martins	MJ	954 865 7511	cmartins@mjinc.com	<i>[Signature]</i>

Douglas K. Hammann, PE
 Project Team Leader
 Senior Principal Engineer
 dhammann@chacompanies.com

Professional Licensure/
 Certification in State Specific

1700 Riverside Drive
 Suite 110
 Coral Springs, FL 33067

Main 954.510.4700
 Cell 954.401.1264



Jayson Hall
 Senior Project Manager
 jayson@cpzarchitects.com
 Mobile 954.914.9741

Agenda Page 41

CPZ ARCHITECTS, INC.
 4316 West Broward Boulevard, Plantation, Florida 33317
 1601 Belvedere Rd., Ste. 305-S, West Palm Beach, Florida 33406
 200 El Mar Drive, Ste. 201B, Jensen Beach, Florida 34957
 1717 20th Street, Ste. 1, Vero Beach, Florida 32960
 954.792.8525 AA# 26000685 www.cpzarchitects.com



Nino & Moreno, Inc.
Cesar A. Nino, P.E.
 Structural Engineer

Civil & Structural Engineering
Water & Wastewater
Land & Site Development
Project Management
Construction Estimating

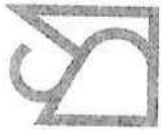
12225 NW 83rd PL, Parkland, FL 33076
 Ph: (954) 340-1409
 caino@ninomoreno.com
 www.ninomoreno.com

CAGE# 71GS5

Email: adolfo@acaiarchitects.com
 Tel: 954.484.4000
 Fax: 954.484.5588
 Cell: 954.658.8622
 2837 W. Cypress Creek Road
 Suite 200
 Fort Lauderdale, FL 33309
 FL REG AAC001323
 EB0004378
 CGC010769



Adolfo J. Cotilla, Jr., AIA
 President



SHEFF L DEVIAR, AIA
 SR PROJECT MANAGER / SHAREHOLDER
 3501 Griffin Road
 Fort Lauderdale, FL 33312
 954.266.2700 • (D) 954.266.2737
 sdeviar@salzmichelson.com
 www.salzmichelson.com

Broward • Miami-Dade
 AA-002657



5813 N Andrews Way
 Fort Lauderdale, FL 33309
 PH • 954-522-4123
 F • 954-522-4128
 oscar@wzb-architects.com

Oscar Martinez, CGC
 Project Manager

McFarland Johnson

David R. Rosa
 Senior Project Manager

Email: droso@mjinc.com
 Office: (305) 705-4871
 Direct Line: (786) 470-3990
 Cell: (305) 726-4247

McFarland Johnson

Caique Martins, P.E.
 Structural Engineer

Email: cmartins@mjinc.com
 Office: (305) 705-4871
 Direct Line: (754) 764-0970

QuEST

Reza Javidan, P.E.
 Project Engineer

Quest Engineering Services & Testing, Inc.
 2737 NW 19 Street
 Pompano Beach, FL - 33069
 Ph (954) 582 9800 Fax (954) 582 9836

eMail: reza@questengg.com
 Jupiter (561) 747 8886 Website: www.questengg.com

Consulting - Engineering - Testing



Atif Anwer
 PROJECT ENGINEER

Anwer.Atif@wseinc.com

direct: 239.703.8045

1520 Royal Palm Square Blvd., Suite 260, Fort Myers, FL 33919
 tel: 239.437.4601

PRE-PROPOSAL MEETING SCRIPT

Hello, my name is Danielle Keira-Cancel, Procurement Manager for CSID. Also present in this room is: **(have everyone in room introduce themselves)**.

Today is Tuesday, December 19, 2023 and the time is 11:04 am EST. We are here for the Pre-Proposal Meeting of RFQ# 2023-08 Water/Wastewater Plant Wind Hardening (CCNA)(HMGP). This meeting is being recorded.

(Go over Tabbed items)

(Turn over to Joe then Glen for scope of work questions)

Remember: We are still under the Cone of Silence and District personnel have been instructed not to answer any questions. All communication regarding this solicitation should continue to be directed to the Procurement Manager at daniellec@csid.org

We want to thank you for attending today's meeting.

This concludes the pre-proposal meeting for RFQ# 2023-08 Water/Wastewater Plant Wind Hardening (CCNA)(HMGP).

The time is now 11:24 am EST.



CORAL SPRINGS IMPROVEMENT DISTRICT
Request for Qualifications (RFQ) # 2023-08
for
Water/Wastewater Plant Wind Hardening – (CCNA)
(HMGP)

Publication Dates:

Sun-Sentinel – November 27, 2023

Sun-Sentinel – December 4, 2023

Pre-Proposal/Evaluation Committee/Bid Opening Meeting Location:

Coral Springs Improvement District

Board Room

10300 NW 11th Manor

Carol Springs, FL 33071

Responses Due: January 25, 2024 @ 10:00 AM Eastern Time (ET)

Table of Contents

Section 1.0 – Introduction	5
1.1 Overview.....	5
1.2 Minimum Qualifications.....	5
1.3 Schedule.....	6
1.4 Point of Contact during Cone of Silence.....	7
1.5 Award	7
1.6 Right of Assignment	7
1.7 Irrevocable Offer.....	8
1.8 Conflict of Interest.....	8
1.9 Disadvantaged and Small Business Enterprises.....	8
1.10 Provisions for Federally Assisted Projects	8
Section 2.0 – Procurement Process and Proposal Requirements.....	9
2.1 Question Submission.....	9
2.2 Addenda.....	9
2.3 Reserved Rights.....	9
2.4 Mandatory Pre-Proposal Meeting and Site Visit.....	9
2.5 Contract.....	10
2.6 Evaluation Criteria	10
2.7 Submission Requirements.....	11
2.8 Preparation Costs.....	12
2.9 Qualification Proposal Layout	12
2.10 Assertion of Contractor Confidentiality.....	13
Section 3.0 – Terms and Conditions.....	14
3.1 General	14
3.2 Warranties.....	14
3.3 Risk of Loss.....	16
3.4 Permits, Fees, and Notices.....	16
3.5 Cleaning Up.....	16
3.6 Conflict Resolution Process.....	16
3.7 Termination for Convenience of District.....	17
3.8 Assignment.....	17
3.9 Applicable Laws, Ordinance, Rules, Codes and Regulations.....	17

3.10 Indemnification 18

3.11 Patent and Copyright Indemnification 18

Section 4.0 – Scope of Services..... 19

4.1 General 19

Section 5.0 – Special FEMA Provisions..... 19

5.1 Equal Employment Opportunity 19

5.2 Small Business Enterprise (SBE) Participation 21

5.3 Contract Work Hours and Safety Standards Act 22

5.4 Clean Air Act 23

5.5 Federal Water Pollution Control Act..... 23

5.6 Suspension and Debarment 23

5.7 Byrd Anti-Lobbying Amendment 24

5.8 Procurement of Recovered Materials..... 24

5.9 Access to Records..... 25

5.10 DHS Seal, Logo, and Flags 25

5.11 Compliance with Federal Law, Regulations, and Executive Orders 25

5.12 No Obligation by Federal Government..... 25

5.13 Program Fraud and False or Fraudulent Statements or Related Acts 26

5.14 Rights to Inventions Made Under a Contract or Agreement 26

5.15 Prohibition on Contracting for Covered Telecommunications Equipment or Services 26

5.16 Domestic Preference for Procurements 27

5.17 License and Delivery of Works Subject to Copyright and Data Rights 28

5.18 Personally, Identifiable Information 28

5.19 Rights in Data 29

5.20 Inspection and Acceptance..... 29

5.21 Documentation of Costs 29

5.22 2 CRF Part 200 Subpart D..... 30

Section 7.0 – Required Forms..... 47

APPENDIX A, 44 C.F.R. PART 18 – CERTIFICATION REGARDING LOBBYING 49

BID SUBMITTAL FORM FOR RFQ NO. 2023-08 51

QUALIFICATIONS STATEMENT 55

CLIENT REFERENCES 64

PUBLIC ENTITY CRIMES 65

DRUG-FREE WORKPLACE CERTIFICATION68

E-VERIFY FORM UNDER SECTION 448.095, FLORIDA STATUTES.....69

SCRUTINIZED VENDOR CERTIFICATION72

CONFLICT OF INTEREST DISCLOSURE FORM.....74

NON-COLLUSION OATH.....75

GOOD FAITH AFFIDAVIT76

ATTACHMENT H77

STANDARD FORM 330 ARCH-ENG QUALIFICATIONS78

Section 8.0 – Sample Contract.....79

Professional Services Agreement.....80

Schedule B.....90

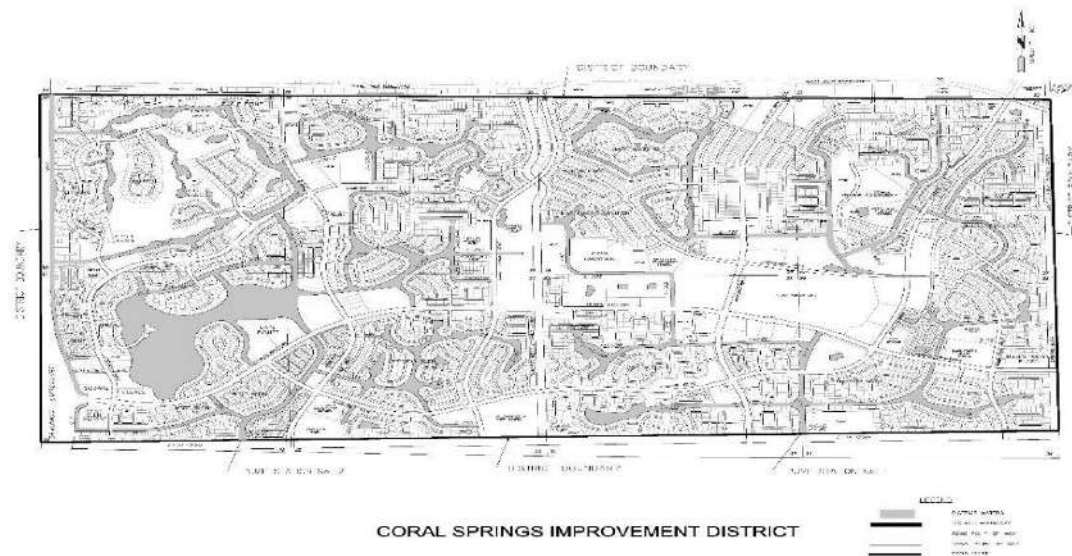
Schedule C.....91

Schedule D.....92

Section 1.0 – Introduction

1.1 Overview

Coral Springs Improvement District (District) is a special-purpose local government serving an area of north-west Broward County, FL. A map of the District is provided below.



The District invites qualified professionals to respond to this Request for Qualifications (RFQ) to provide design services for the wind hardening of six (6) water and wastewater plant buildings Water/Wastewater Plant Wind Hardening – HMGP CCNA. The District desires to enter into an agreement with a qualified, responsive firm, and other factors to be considered, that represents the best overall value to the District.

1.2 Minimum Qualifications

Pursuant to Florida Statutes Section 287.055, "Acquisition of professional architectural, engineering, landscape architectural, or surveying and mapping services", the Coral Springs Improvement District ("District") invites qualified consulting firms to submit Statements of Qualifications to provide architectural and/or engineering services to the District in response to this Request for Qualifications (the "RFQ").

The qualifications and selection of consultants shall be in accordance with Florida Statutes Section 287.055.

Interested consulting firms or individuals must be qualified pursuant to Florida law. The selected consultants must be currently licensed to practice in the State of Florida, as required by law.

A firm may submit only as a prime.

All firms, to include sub-consultants, shall be State of Florida licensed professionals. Architect and Engineering firms shall be Florida licensed firms. Architects shall hold a Florida Professional Architect license. Engineers shall hold a Florida Professional Engineer’s license. Surveyors shall hold a Professional Land Surveyor’s License. All professional services to be provided under the awarded contract shall be performed by Professionals licensed to practice in the State of Florida and in strict compliance with the Consultant’s Competitive Negotiation Act, 287.055 F.S. (CCNA). Consultants providing services under this contract shall at all times be knowledgeable of the limiting thresholds of the CCNA statutes and shall ensure that full compliance therewith is maintained at all times.

1.3 Schedule

While it is the District’s intent to strictly adhere to the following schedule, modifications may be required. Adjustments will be communicated in an addendum if necessary. All times listed below are in Eastern Time (ET).

	Date	Time
Public Advertisement	November 27, 2023 December 4, 2023	
Release Date/Time	November 27, 2023	12:00 PM
Mandatory Pre-Bid and Site Visit Meeting Date/Time:	December 19, 2023	11:00 AM
Written Questions and Inquires are Due on or Before:	December 27, 2023	3:00 PM
Addenda as Responses to Questions Shall be Issued on or Before:	January 3, 2024	
Qualifications Package Submission Deadline Date/Time	January 25, 2024	10:00 AM
Evaluation Committee Meeting	January 31, 2024	10:00 AM
Presentation Meeting and Final Ranking (if req'd)	February 6, 2024	11:00 AM
Negotiation Meeting (if req'd)	February 14, 2024	10:00 AM
Recommendation for Award	February 26, 2024	

1.4 Point of Contact during Cone of Silence

All communication concerning this RFQ should be issued in writing, contain the RFQ number (RFQ # 2023-08) in the subject line, and be directed solely to the point of contact at the email address below. To ensure professionals receive all relevant communications pertaining to this RFQ, Professionals are encouraged to submit a request of inclusion on the interested parties list.

Name: Danielle Keira-Cancel

Title: Procurement Manager

Email: daniellec@csidfl.org

This solicitation is subject to the Florida Cone of Silence Laws, specifically Broward County Code ARTICLE XIII – LOBBY ACTIVITIES Sec. 1-266.- Cone of Silence. Communication outside of authorized avenues is prohibited and may be subject to legal remedies. This would include any District Board Member, all other District employees, and any non-employee appointed to evaluate or recommend selection in such a procurement process.

The Cone of Silence shall terminate at the time the district awards or approves a contract, votes to reject all bids or responses, or otherwise acts which ends the solicitation or other procurement process.

1.5 Award

The District intends to secure a contract for Phase I of a Water/Wastewater Plant Wind Hardening HMGP project. Consultants must develop qualification proposals in a format acceptable to the District. Requests for Qualifications shall be in compliance with the State of Florida Competitive Consultants Negotiations Act, (CCNA) FS Chapter 287.055. **Pricing is not submitted as a part of this evaluation process for submitted qualification proposals.**

1.6 Right of Assignment

For the term of the contract, and any mutually agreed extensions pursuant to this RFQ, the Contractor permits the District to authorize use of this procurement by other local agencies that may otherwise be adversely affected without access to the services contracted. The District reserves the right to ensure all District needs are satisfied before extending use of the contract to other agencies.

1.7 Irrevocable Offer

Contractor commits that a negotiated proposal offered in response to this solicitation guarantees a firm and irrevocable offer for a period of ninety (90) days from date of submission deadline. This period may be extended by the District as necessary to facilitate contract award. Professionals may submit a written request to withdraw their qualification proposals prior to the submission deadline or after the ninety (90) day irrevocable offer period expires otherwise the proposal shall remain firm until an award is announced.

1.8 Conflict of Interest

Contractor confirms that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of the services required to be performed under the contract.

1.9 Disadvantaged and Small Business Enterprises

The District is committed to fostering the continued development and economic growth of small and disadvantaged business enterprises. To this end, the participation by small and disadvantaged business enterprises in this solicitation as both prime professionals and subcontractors is encouraged.

1.10 Provisions for Federally Assisted Projects

FEMA and other Federal agencies provide disaster-related assistance through various financial assistance programs. These programs generally require compliance with one or more applicable laws, including laws that govern procurement procedures. Section 5.0 of this RFQ includes the required provisions pertaining to this solicitation. By submitting a proposal, the firm certifies that it will comply with the Required Contract Provisions for federally funded projects as set forth in Section 5.0"

Section 2.0 – Procurement Process and Proposal Requirements

This section includes general instructions designed to ensure all Professionals understand the procurement process for this RFQ and develop qualification proposals in a format acceptable to the District. Requests for Qualifications shall be in compliance with the State of Florida Competitive Consultants Negotiations Act, (CCNA) FS Chapter 287.055. **Pricing is not submitted as a part of this evaluation process for submitted qualification proposals.**

2.1 Question Submission

Professionals are encouraged to submit questions or requests for clarification to ensure a full understanding of the proposal requirements and the scope of services requested. Questions must be directed to the point of contact identified in Section 1.4 and in adherence with the schedule outlined in Section 1.3.

2.2 Addenda

If the District finds it necessary to supplement, clarify, or modify any portion of this RFQ, a written addendum will be issued to interested parties and incorporated into the bidding docs. Professionals will be required to acknowledge receipt of any addenda on the included addenda acknowledgment form.

2.3 Reserved Rights

The District reserves the right to accept or reject all qualification proposals, with or without cause, when doing so is perceived in the best interest of the District. The District reserves the right to waive technicalities or request additional information or clarification from Professionals. The District reserves the right to accept the proposal which, in its sole judgement, best serves the interest of the District.

This RFQ does not constitute a guarantee from the District.

2.4 Mandatory Pre-Proposal Meeting and Site Visit

Any Professionals interested in submitting a bid for this RFQ# 2023-08 **must** attend the mandatory pre-proposal meeting indicated in Section 1.3 on the schedule. Immediately following the pre-bid meeting, the site visit will begin to answer any questions that proposers may have regarding the site and scope of service. **Only one (1) pre-proposal meeting will be held. You must sign-in on the sign-in sheet for your attendance to be counted. Failure to attend the Mandatory**

Pre-Proposal meeting will result in your bid not being accepted or opened at the bid submission deadline date and time.

2.5 Contract

It is the intent of the District to award a contract to the Contractor that is deemed responsive and best serves the interest of the district. A sample contract has been included as a supplement to this RFQ. Professionals must be willing to accept the terms and conditions contained within. Professionals are not permitted to modify the terms or conditions of this contract and any effort to suggest or otherwise do so may be grounds for disqualification.

2.6 Evaluation Criteria

An Evaluation Committee (EC) will be created and will be responsible for selecting the most qualified firm and then negotiating a contract. The Proposers with the highest-ranked submittals may be asked to make a detailed presentation of their product/service to the EC.

All Proposers are advised that in the event of receipt of an adequate number of qualification proposals which in the opinion of the EC require no clarification and/or supplementary information, such qualification proposals may be evaluated without discussion or oral presentations. Hence, qualification proposals should be initially submitted on the most complete and favorable terms which Proposers are capable of offering to the district. Evaluation Points shall be assigned to each proposer by each member of the EC. If oral presentations are not required, the EC's weighted scores shall serve as the final determination of rank.

At the EC's discretion, the highest-ranked firms may then be short-listed and may be asked to provide oral presentations. If oral presentations are requested, the EC will re-evaluate and re-rank the Proposers using the same scoring criteria.

The EC's revised weighted scores shall serve as the final determination of rank. The district reserves the right to enter into contract negotiations with the highest ranked Proposer or Proposers. If the district and the selected Proposer cannot negotiate a successful contract, the district may terminate such negotiations and begin negotiations with the next selected Proposer. No Proposer shall have any rights against the district arising from such negotiations.

Upon successful negotiation, the highest ranked firm(s) will be recommended to receive the contract award. The recommendation for the award will be considered by the Coral Springs Improvement District Board.

No work on this project shall proceed without written authorization from the district.

The District shall not request documentation of or consider a proposer's social, political, or ideological interests when determining if the proposer is a responsible vendor, nor will the selection committee or District Board of Supervisors give preference to a vendor based on the proposer's social, political, or ideological interests.

The table below provides factors for each of the scoring criteria:

Criteria	Weight
Firm's expertise and experience relative to the scope of services to be performed (Does the firm demonstrate that it has the capabilities and can successfully perform the standard and quantity of work required?)	40
Adequacy of firm's personnel and on-hand equipment relative to the scope of services to be performed (Does the firm have sufficient trained personnel and the quantities of equipment needed to maintain quality operations as indicated with Standard Form 330?)	30
Completeness and submitted proposal (Does the submitted proposal contain the information required by the RFQ document to be submitted? <u>Consulting Firms will receive one point per required completed form</u> listed in 2.9 Qualification Proposal layout Section 4)	15
References (Response from parties listed as references. Points may be deducted for incomplete or incorrect contact information being provided for references listed.)	15
TOTAL	100

Pursuant to Resolution 2018-20 Section 1(1.03) Services, In the event of tied bidders for services, the District Board of Supervisors may determine to reject the bids or divide the award for services equally if the services are divisible. If the services are not divisible but will be recurring, the Board may reject the bids or rotate the service award between the tied service providers.

The District shall not request documentation of or consider a proposer's social, political, or ideological interests when determining if the proposer is a responsible vendor, nor will the selection committee or District Board of Supervisors give preference to a vendor based on the proposer's social, political, or ideological interests.

2.7 Submission Requirements

Professionals are required to follow the submission requirements including proper adherence to proposal quantities, page limitations, and formatting. Deviation from these requirements may cause qualification proposals to be deemed nonresponsive.

- **Quantity** – Contractor must submit one (1) original proposal including original signatures, one (1) additional copy, and one (1) digital copy (USB drive). A redacted digital copy may also be included if the Contractor’s proposal contains information that may be exempt from applicable Florida Public Records Law.
- **Page Limits** – Contractor qualification proposals are limited to no more than seventy-five (75) pages excluding the required forms. Each sections’ page limits are further defined in Section 2.8 Proposal Layout.
- **Text and Page Format** – A page is defined as one (1) 8 ½” by 11” piece of paper with text on one side. Contractor may choose to print double-sided but should be aware that each printed side constitutes a page. Text must be in a font size no smaller than 11.
- **Production** – Qualification proposals must be bound in a manner that permits the proposal to lie flat when open. Staples or paperclips are not permitted.
- **Packaging** – Qualification proposals are to be enclosed in a box or properly sized envelope to ensure delivery in an undisturbed state. Each package should include a label on the exterior that identifies the package as a response to CSID RFQ# 2023-08.
- **Delivery** – **THE DISTRICT DOES NOT PARTICIPATE IN ONLINE BIDDING OR E-BIDDING. BIDS ARE TO BE MAILED OR HAND-DELIVERED TO CORAL SPRING SPRINGS IMPROVEMENT DISTRICT OFFICES located at 10300 NW 11th Manor, Coral Springs, FL 33071 Attn: Procurement Manager. ALL BIDS MUST BE RECEIVED BY THE DATE AND TIME INDICATED IN THE SCHEDULE OF SECTION 1.3. LATE, FAXED, AND/OR EMAILED BIDS TO ANY OTHER DISTRICT EMPLOYEE WILL NOT BE ACCEPTED.**

2.8 Preparation Costs

All costs associated with the development, production, and delivery of Contractor qualification proposals are solely those of the Contractor. The District will not reimburse any Contractor for expenses incurred during this procurement process. The Contractor also agrees that the District bears no responsibility for any costs associated with administrative or judicial proceedings resulting from this solicitation process.

2.9 Qualification Proposal Layout

Professionals are required to follow the proposal layout defined below to enable ease of review and evaluation consistency. Deviation from this format may cause qualification proposals to be deemed nonresponsive.

- **Executive Summary** – Provide a brief introduction to the Contractor, a summary of their qualifications, and the Contractor’s primary point of contact and authorized signatory. (2-page limit)

- **Table of Contents** – Provide a table of contents that identifies each section of the proposal and the corresponding page numbers. (1-page limit)
- **Section 1. Firm Qualifications and References** – Provide evidence that the Contractor meets the minimum qualifications identified in Section 1.2 and include your completed Standard Form-330 (REV. 7/2021) Architect/Engineer Qualifications for Prime and any subcontracted firms to be used. Include a minimum of three (3) references from clients whom the Contractor has provided similar services in the past five (5) years. References from Florida public entities are preferable.
- **Section 2. Key Personnel** – Completed Standard Form-330 (REV. 7/2021) Architect/Engineer Qualifications.
- **Section 3. Project Understanding and Approach** – Provide a comprehensive understanding of the services required and the Contractor’s means and methods for providing these services. (20-page limit)
- **Section 4. Required Forms** – Complete and include each of the required forms:
 - Attachment H: Certification Regarding Debarment, Ineligibility and Voluntary Exclusion
 - Attachment K: Byrd Anti-Lobbying Amendment Certification
 - Proof of active SAM.gov Unique Entity ID (UEI)
 - State of Florida Professional Engineer License (Include any Subcontractor’s License)
 - State of Florida Certification of Authorization (Include any Subcontractor’s License)
 - Drug Free Workplace Certification
 - E-Verify Affidavit
 - Conflict of Interest Disclosure Form
 - Qualification Statement
 - Bid Submittal Form for RFQ# 2023-08
 - Public Entity Crimes
 - Scrutinized Vendor Certification
 - Equal Employment Opportunity Certification
 - Non-Collusion Oath
 - Good Faith Affidavit

2.10 Assertion of Contractor Confidentiality

Professionals that desire to keep supplied information confidential must assert proprietary, trade secret, intellectual property, or otherwise confidential claims specific to those sections or subsections of their proposal. Professionals must provide statutory citation(s) supporting their claim of confidentiality. Simply identifying the entire proposal as confidential may be grounds for disqualification.

To facilitate public record requests required by Florida Public Records Law, the District may be required to disclose parts of or entire documents associated with this solicitation. Professionals that wish to keep confidential information private must provide the District with a redacted digital copy of their proposal. Failure to do so will constitute a waiver of claim and authorize the District to reproduce the entire un-redacted proposal as required.

Section 3.0 – Terms and Conditions

The purpose of this RFQ is to engage a Contractor to complete Phase I of the Water/Wastewater Plant Wind Hardening HMGP project.

3.1 General

The Scope of Work, Plans and/or Specifications for services and/or goods and materials to be provided under this solicitation is described in Section 4.0 hereof. Any Plans associated with the service are referenced in the Scope of Services. The failure of the Proposer to direct the attention of the DISTRICT to errors or discrepancies will not relieve the Proposer, should Proposer be awarded the Contract, of the responsibility of performing the work to the satisfaction of the DISTRICT. **Please review Section 4.0 as it contains the full and complete Scope of Services.**

3.2 Warranties

Warranty of Title: The Successful Proposer warrants to the DISTRICT that all goods and materials furnished under the Contract will be new unless otherwise specified and that Successful Proposer possesses good, clear, and marketable title to said goods and there are no pending liens, claims or encumbrances whatsoever against said goods. All work not conforming to these requirements, including substitutions not properly approved and authorized may be considered defective.

Warranty of fitness for a Particular Purpose: The Successful Proposer warrants the goods shall be fit for and sufficient for the purpose(s) intended. The purpose for the goods covered by the Contract is intended is:

The Successful Proposer understands and agrees that the DISTRICT is purchasing the goods in reliance upon the skill of the Successful Proposer in furnishing the goods suitable for the above stated purpose. If the goods cannot be used in the manner stated in this Paragraph, then the DISTRICT, at its sole discretion, may return the goods to the Successful Proposer for a full refund of any and all moneys paid for the goods.

Warranty of Merchantability: The Successful Proposer warrants that the goods to be supplied pursuant to the Agreement are merchantable, of good quality and free from defects, whether patent or latent in material or workmanship.

Warranty of Performance: The Successful Proposer warrants that the goods are capable of doing the same or better-quality work than other goods of equal value operated under the same conditions.

Warranty of Product: The Successful Proposer warrants all products for a minimum of one year from the date of acceptance by the DISTRICT. If within one year after acceptance by the DISTRICT, or within such larger period of time as may be prescribed by law any of the products are found to be defective or not meeting performance standards with the Contract Documents, the Successful Proposer shall after receipt of a written notice from the DISTRICT to do so, (promptly replace the product unless the DISTRICT has previously given the Successful Proposer a written acceptance of such condition).

The Successful Proposer warrants to the DISTRICT that it will comply with all applicable federal laws, state laws, local laws, regulations, and orders in carrying out its obligations under the Contract.

The Successful Proposer warrants to the DISTRICT that it is not insolvent, it is not in bankruptcy proceedings or receivership, nor is it engaged in or threatened with any litigation, arbitration or other legal or administrative proceedings or investigations of any kind which would have an adverse effect on its ability to perform its obligations under the Contract.

The Successful Proposer warrants to the DISTRICT that the consummation of the work provided for in the Contract Documents will not result in the breach of any term or provision of, or constitute a default under any indenture, mortgage, contract, or agreement to which the Successful Proposer is a party.

The Successful Proposer warrants that there has been no violation of copyrights or patent rights either in the United States of America or in foreign countries in connection with the work of the Contract.

All warranties made by the Successful Proposer together with service warranties and guarantees shall run to the DISTRICT and the successors and assigns of the DISTRICT.

3.3 Risk of Loss

The risk of loss, injury, or destruction, regardless of the cause of the casualty, shall be on the Successful Proposer until the delivery of goods to the DISTRICT, and inspection and acceptance of the goods by the DISTRICT. Title to the goods shall pass to DISTRICT upon acceptance by DISTRICT.

3.4 Permits, Fees, and Notices

The Successful Proposer shall secure all permits and licenses which may be required for the proper execution and completion of the service. The Successful Proposer shall use its best efforts to obtain all necessary permits as soon as possible after the date of Notice to Proceed. Any delays in obtaining permits must be brought to the attention of the DISTRICT without delay.

The Successful Proposer shall give all notices and comply with all laws, ordinances, rules, regulations and lawful orders of any public authority bearing on the performance of the work. The DISTRICT shall not be responsible for monitoring the Successful Proposer's compliance with any laws or regulations. The District shall pay for any permit fees.

3.5 Cleaning Up

The Successful Proposer at all times shall keep the premises free from accumulation of waste materials or rubbish caused by Proposer's operations. At the completion of the service Proposer shall remove all waste materials and rubbish from and about the site as well as all tools, equipment, machinery and surplus materials. The site must be returned to original or better conditions post completion. At all times the successful Proposer shall comply with all specifications in Schedule C.

3.6 Conflict Resolution Process

In the event the Successful Proposer shall default in any of the terms, obligations, restrictions or conditions in the Contract Documents, the DISTRICT shall give the Successful Proposer written notice by registered, certified mail of the default and that such default shall be corrected or actions taken to correct such default shall be commenced within twenty-four (24) hours thereof. In the event the Successful Proposer has failed to correct the condition(s) of the default or the default is not remedied to the satisfaction and approval of the DISTRICT, the DISTRICT shall have all legal remedies available to it, including, but not limited to termination of the Contract in which case the Successful Proposer shall be liable for all procurement costs and any and all damages permitted by law arising from the default and breach of the Contract.

3.7 Termination for Convenience of District

Upon seven (7) calendar day's written notice delivered by certified mail, return receipt requested, to the Successful Proposer, the DISTRICT may without cause and without prejudice to any other right or remedy; terminate the agreement for the DISTRICT'S convenience whenever the DISTRICT determines that such termination is in the best interest of the DISTRICT. Where the agreement is terminated for the convenience of the DISTRICT the notice of termination to the Successful Proposer must state that the contract is being terminated for the convenience of the DISTRICT under the termination clause and the extent of termination. Upon receipt of the notice of termination for convenience, the Successful Proposer shall promptly discontinue all service at the time and extent indicated on the notice of termination, terminate all outstanding sub-contractors and purchase orders to the extent that they relate to the terminated portion of the Contract and refrain from placing further orders and subcontracts except as they may be necessary, and complete any continued portions of the service.

3.8 Assignment

The Successful Proposer shall not assign or transfer its rights, title or interests in the Agreement nor delegate any of the duties or obligations undertaken by Successful Proposer without DISTRICT'S prior written approval.

3.9 Applicable Laws, Ordinance, Rules, Codes and Regulations

Familiarity with Laws: Notice is hereby given that the Successful Proposer must be familiar with all Federal, State and Local Laws, ordinances, rules, codes and regulations that may affect the work. Ignorance on the part of the Proposer will in no way relieve him from the responsibility of compliance therewith. The DISTRICT is providing the following list of references for the convenience of the Proposer. These requirements may apply under the appropriate circumstance. Inclusion herein does not constitute any waiver by the DISTRICT or any admission or agreement that these laws, orders or rules actually apply to this Product/material/service. Moreover, the list is not intended to be inclusive and omission shall not be a defense for a Proposer's, Contractor's or Subcontractor's failure to comply with applicable laws, ordinances, rules, codes or regulations:

Non-Segregated Facilities: The Successful Proposer and each subcontractor shall comply with the Certification of Non-Segregated Facilities supplied in the Bid Documents and this Certification shall be a part of the Bid Documents. By submission of a bid, the Proposer and all subcontractors certify that Proposer has become familiar with the certification and that he will comply with the requirements set forth in the Certification

Nondiscrimination and Equal Opportunity Employment: During performance of the contract, the successful Proposer agrees as follows:

- (a) The Successful Proposer shall not discriminate against any employee or applicant for employment because of race, religion, color, sex or national origin. The Successful Proposer shall take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, creed, color, or national origin. Such action shall include, but not be limited to, the following: Employment; upgrading; demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Successful Proposer agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.
- (b) In the event of the Successful Proposer's noncompliance with the nondiscrimination clauses of the contract or with any of such rules, regulations, or orders, the Contract may be canceled, terminated, or suspended in whole or in part without liability to DISTRICT.

3.10 Indemnification

GENERAL INDEMNIFICATION: To the fullest extent permitted by laws and regulations, Successful Proposer indemnify and hold harmless the agency, and its officers and employees, from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the design professional and other persons employed or utilized by the design professional in the performance of the contract.

Nothing contained herein is intended nor shall it be construed to waive District's rights and immunities under the common law or Florida Statute 768.28 as amended from time to time.

3.11 Patent and Copyright Indemnification

Successful Proposer agrees to indemnify and hold harmless the agency, and its officers and employees, from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the design professional and other persons employed or utilized by the design professional in the performance of the contract.

Section 4.0 – Scope of Services

Statement of Purpose

The Coral Springs Improvement District (CSID) is seeking qualifications from firms to provide Architectural and Engineering (A&E) services for the design of wind hazard mitigation improvements to 6 buildings located at the CSID's water and wastewater plant at 10300 NW 11th Manor, Coral Springs, FL 33071. The scope of work includes but is not limited to the specification of impact rated windows and doors, design of structural modifications to accommodate impact rated windows and doors, design of protection for all other openings (louvers, vents and fans), design of structural modifications to existing building walls and roof, such as new roofing system, additional roof to wall connections, and additional wall reinforcement to comply with ASCE 7 and the Florida Building Code. This project is funded through the Hazard Mitigation Grant Program (HMGP) DR-4564-023-R, as approved by the Florida Division of Emergency Management (Division) and the Federal Emergency Management Agency (FEMA).

4.1 General

As a Hazard Mitigation Grant Program (HMGP) project, 32 windows, 25 doors and 21 louvers will be replaced with impact rated windows and doors or designed protection for all other openings such as louvers, vents, and fans. Additionally, the roofing system shall be redesigned to meet current Florida Building Code requirements, roof to wall connections improved and additional wall reinforcement designed to cause the structures to comply with ASCE 7 and the Florida Building Code.

Section 5.0 – Special FEMA Provisions

The Project will be funded in part by federal funds. By submitting a proposal, the firm certifies that it will comply with the Required Contract Provisions for FEMA related projects as set forth in this Section 5.0.

This section 5.0 is included in the contract documents through incorporation in this RFQ

5.1 Equal Employment Opportunity

During the performance of this contract, in accordance with 41 C.F.R Chapter 60-1.4 (b) the Contractor agrees as follows:

- (1) The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other

forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

- (2) The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive considerations for employment without regard to race, color, religion, sex, or national origin.
- (3) The contractor will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the contractor's legal duty to furnish information.
- (4) The Contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the Contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- (5) The Contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
- (6) The Contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
- (7) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

- (8) The contractor will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance:

Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency the contractor may request the United States to enter into such litigation to protect the interests of the United States.

5.2 Small Business Enterprise (SBE) Participation

The District's goal is to help small businesses participate in District's procurement and contract activities, to spur economic development and support small businesses, including women-owned and minority-owned businesses, and to successfully expand in the marketplace.

To ensure compliance of Small Business Enterprise Participation, the Contractor agrees as follows:

- **Contractor.** This solicitation will not contain a goal but shall require proposers to commit to self-assigned goals to individual Work Orders issued throughout the term of the Contract. The goal for individual Work Orders will be based on availability of SBE firms. The maximum goal that will be applied to any Work Order will be 25%.
- **At the time the proposal is submitted, the Prime Contractor shall identify all proposed SBE firms that will be utilized as subcontractors during the Contract on Bid Submittal Form for RFQ No. 2023-08**
- **The Proposer must provide proof that each firm to be utilized as a SBE prime or subcontractor is certified as an SBE by any other public entity AND indicate the percentage of work to be performed by the SBE.** Any SBE, women-owned, minority-owned unexpired certification from another public entity will satisfy this requirement.
- If the subcontracted SBE will utilize an SBE, the proposer must provide proof that the SBE is certified as an SBE by any other public entity AND indicate the percentage of work to be performed by the SBE.

- Prime professionals agree to notify District of any changes to proposed SBEs immediately in writing on their company letterhead. Prime professionals shall identify the new SBE and state the commitment of the percentage of work to be performed. The newly designated SBE shall also maintain and hold a certification from any other public entity. This certification shall be included with written notification to District.

5.3 Contract Work Hours and Safety Standards Act

To ensure compliance with the Contract Work Hours and Safety Standards Act, the Contractor agrees as follows:

- (1) **Overtime requirements.** No Contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.
- (2) **Violation; liability for unpaid wages; liquidated damages.** In the event of any violation of the clause set forth in paragraph (1) of this section the Contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such Contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (1) of this section, in the sum of \$27 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (1) of this section.
- (3) **Withholding for unpaid wages and liquidated damages.** The Owner shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the Contractor or subcontractor under any such contract or any other Federal contract with the same prime Contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime Contractor, such sums as may be determined to be necessary to satisfy any liabilities of such Contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (2) of this section.
- (4) **Subcontracts.** The Contractor or subcontractor shall insert in any subcontracts the clauses set forth in paragraph (1) through (4) of this section and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime

Contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs (1) through (4) of this section."

5.4 Clean Air Act

- (1) The Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. § 7401 et seq.
- (2) The Contractor agrees to report each violation to the Owner and understands and agrees that the Owner will, in turn, report each violation as required to assure notification to the State of Florida, Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.
- (3) The Contractor agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with Federal assistance provided by FEMA.

5.5 Federal Water Pollution Control Act

- (1) The Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 et seq.
- (2) The Contractor agrees to report each violation to the Owner and understands and agrees that the Owner will, in turn, report each violation as required to assure notification to the State of Florida, Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.
- (3) The Contractor agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with Federal assistance provided by FEMA.

5.6 Suspension and Debarment

- (1) This contract is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such the Contractor is required to verify that none of the Contractor's, its principals (defined at 2 C.F.R. § 180.995), or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).

- (2) The Contractor must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters.
- (3) This certification is a material representation of fact relied upon by (insert name of subrecipient). If it is later determined that the Contractor did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to (name of state agency serving as recipient and name of subrecipient), the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.
- (4) The Contractor agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

5.7 Byrd Anti-Lobbying Amendment

- (1) The Contractor certifies to the Owner that it has not and will not use Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant, or any other award covered by 31 U.S.C. § 1352. *The Certification is provided as a required signature form.*

(2) Contractor will also ensure that each tier of subcontractor(s) shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures will be forwarded from tier-to-tier up to the Owner.

5.8 Procurement of Recovered Materials

- (1) In the performance of this contract, the Contractor shall make maximum use of products containing recovered materials that are EPA designated items unless the product cannot be acquired:
 - (i) Competitively within a timeframe providing for compliance with the contract performance schedule.
 - (ii) Meeting contract performance requirements; or
 - (iii) At a reasonable price.

- (2) Information about this requirement, along with the list of EPA-designate items is available at EPA's Comprehensive Procurement Guidelines website.
- (3) The Contractor also agrees to comply with all other applicable requirements of Section 6002 of the Solid Waste Disposal Act.

5.9 Access to Records

- (1) The Contractor agrees to provide (insert name of state agency or local or Indian tribal government), (insert name of recipient), the FEMA Administrator, the Comptroller General of the United States, or any of their authorized representatives access to any books, documents, papers, and records of the Contractor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts, and transcriptions.
- (2) The Contractor agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.
- (3) The Contractor agrees to provide the FEMA Administrator or his authorized representatives access to construction or other work sites pertaining to the work being completed under the contract."

5.10 DHS Seal, Logo, and Flags

The Contractor shall not use the DHS seal(s), logos, crests, or reproductions of flags or likenesses of DHS agency officials without specific FEMA pre-approval.

5.11 Compliance with Federal Law, Regulations, and Executive Orders

This is an acknowledgement that FEMA financial assistance will be used to fund the contract only. The Contractor will comply with all applicable federal law, regulations, executive orders, FEMA policies, procedures, and directives. The Contractor shall comply with all mandatory standards and policies relating to energy efficiency contained in the State energy conservation plan issued in compliance with the Energy Policy and Conservation Act

5.12 No Obligation by Federal Government

The Federal Government is not a party to this contract and is not subject to any obligations or liabilities to the non-Federal entity, Contractor, or any other party pertaining to any matter resulting from the contract.

5.13 Program Fraud and False or Fraudulent Statements or Related Acts

The Contractor acknowledges that 31 U.S.C. Chap. 38 (Administrative Remedies for False Claims and Statements) applies to the Contractor's actions pertaining to this contract.

5.14 Rights to Inventions Made Under a Contract or Agreement

As required by Federal program legislation, Contractor agrees to comply with the requirements of 37 C.F.R. Part 401 (Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements), and any implementing regulations issued by FEMA.

5.15 Prohibition on Contracting for Covered Telecommunications Equipment or Services

a. Prohibitions. Section 889(b) of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. No. 115-232, and 2 C.F.R. § 200.216 prohibit the head of an executive agency on or after Aug. 13, 2020, from obligating or expending grant, cooperative agreement, loan, or loan guarantee funds on certain telecommunications products or from certain entities for national security reasons. Unless an exception applies, the CONTRACTOR and its subcontractors may not use grant, cooperative agreement, loan, or loan guarantee funds from the Federal Emergency Management Agency to:

- (i) Procure or obtain any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology of any system;
- (ii) Enter into, extend, or renew a contract to procure or obtain any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology of any system;
- (iii) Enter into, extend, or renew contracts with entities that use covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system; or
- (iv) Provide, as part of its performance of this contract, subcontract, or other contractual instrument, any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system.

b. Exceptions. This Section does not prohibit CONTRACTOR from providing:

- (i) A service that connects to the facilities of a third-party, such as backhaul, roaming, or interconnection arrangements; or

(ii) Telecommunications equipment that cannot route or redirect user data traffic or permit visibility into any user data or packets that such equipment transmits or otherwise handles. By necessary implication and regulation, the prohibitions also do not apply to: (i) Covered telecommunications equipment or services that: (ii). Are not used as a substantial or essential component of any system; and ii. Are not used as critical technology of any system. (ii) Other telecommunications equipment or services that are not considered covered telecommunications equipment or services.

c. Reporting requirement. In the event CONTRACTOR identifies covered telecommunications equipment or services used as a substantial or essential component of any system, or as critical technology as part of any system, during contract performance, or the contractor is notified of such by a subcontractor at any tier or by any other source, the contractor shall report the information required of this clause to the recipient or subrecipient, unless elsewhere in this contract are established procedures for reporting the information.

d. The CONTRACTOR shall report the following information: (i) Within one business day from the date of such identification or notification: The contract number; the order number(s), if applicable; supplier name; supplier unique entity identifier (if known); supplier Commercial and Government Entity (CAGE) code (if known); brand; model number (original equipment manufacturer number, manufacturer part number, or wholesaler number); item description; and any readily available information about mitigation actions undertaken or recommended. (ii) Within ten (10) business days of submitting the information required of this clause: Any further available information about mitigation actions undertaken or recommended. In addition, the contractor shall describe the efforts it undertook to prevent use or submission of covered telecommunications equipment or services, and any additional efforts that will be incorporated to prevent future use or submission of covered telecommunications equipment or services. The CONTRACTOR shall insert the substance of this clause, including this in all subcontracts and other contractual instruments.

5.16 Domestic Preference for Procurements

As appropriate, and to the extent consistent with law, the CONTRACTOR should, to the greatest extent practicable, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States. This includes, but is not limited to iron, aluminum, steel, cement, and other manufactured products. For purposes of this clause: Produced in the United States means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States. Manufactured products mean items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

5.17 License and Delivery of Works Subject to Copyright and Data Rights

If applicable, the CONTRACTOR grants to DISTRICT, a paid-up, royalty-free, nonexclusive, irrevocable, worldwide license in data first produced in the performance of this contract to reproduce, publish, or otherwise use, including prepare derivative works, distribute copies to the public, and perform publicly and display publicly such data. For data required by the contract but not first produced in the performance of this contract, CONTRACTOR will identify such data and grant to the DISTRICT or acquires on its behalf a license of the same scope as for data first produced in the performance of this contract. Data, as used herein, shall include any work subject to copyright under 17 U.S.C. § 102, for example, any written reports or literary works, software and/or source code, music, choreography, pictures or images, graphics, sculptures, videos, motion pictures or other audiovisual works, sound and/or video recordings, and architectural works. Upon or before the completion of this contract, CONTRACTOR will deliver to the CONTRACTOR data first produced in the performance of this contract and data required by the contract but not first produced in the performance of this contract in formats acceptable by CONTRACTOR.

5.18 Personally, Identifiable Information

In accordance with 2 C.F.R. §200.303, regarding internal controls of a non-Federal entity, CONTRACTOR must guarantee the protection of all Personally Identifiable Information (PII) obtained. The program will enact necessary measures to ensure PII of all applicants is safeguarded as to avoid release of private information. If a CONTRACTOR or employee should experience any loss or potential loss of PII, the DISTRICT shall be notified immediately of the breach or potential breach.

5.19 Rights in Data

Except if otherwise agreed to in writing, the DISTRICT shall have exclusive ownership of, all proprietary interest in, and the right to full and exclusive possession of all information, materials and documents discovered or produced by CONTRACTOR pursuant to the terms of this solicitation, including but not limited to reports, memoranda or letters concerning the research and reporting tasks required.

5.20 Inspection and Acceptance

- a. The DISTRICT has the right to review, require correction, if necessary, and accept the work products produced by the CONTRACTOR. Such review(s) shall be carried out within thirty (30) days so as to not impede the work of the CONTRACTOR. Any product of work shall be deemed accepted as submitted if the DISTRICT does not issue written comments and/or required corrections within thirty (30) days from the date of receipt of such product from the CONTRACTOR.
- b. The CONTRACTOR shall make any required corrections promptly at no additional charge and return a revised copy of the product to the DISTRICT within seven (7) days of notification or a later date if extended by the DISTRICT.
- c. Failure by the CONTRACTOR to proceed with reasonable promptness to make necessary corrections shall be a default. If the CONTRACTOR's submission of corrected work remains unacceptable, the DISTRICT may terminate the resulting contract (or the task order involved) or reduce the contract price or cost to reflect the reduced value of services received.

5.21 Documentation of Costs

All costs shall be supported by properly executed payrolls, time records, invoices, or vouchers, or other official documentation evidencing in proper detail the nature and propriety of the charges. All checks, payrolls, invoices, contracts, vouchers, orders or other accounting documents, pertaining in whole or in part to the Agreement, shall be clearly identified and regularly accessible

This content is from the eCFR and is authoritative but unofficial.

Title 2 – Grants and Agreements

Subtitle A – Office of Management and Budget Guidance for Grants and Agreements

Chapter II – Office of Management and Budget Guidance

Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards

Subpart D – Post Federal Award Requirements

Source: 85 FR 49543, Aug. 13, 2020, unless otherwise noted.

Authority: 31 U.S.C. 503

Source: 78 FR 78608, Dec. 26, 2013, unless otherwise noted.

Procurement Standards

§ 200.317 Procurements by states.

§ 200.318 General procurement standards.

§ 200.319 Competition.

§ 200.320 Methods of procurement to be followed.

§ 200.321 Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms.

§ 200.322 Domestic preferences for procurements.

§ 200.323 Procurement of recovered materials.

§ 200.324 Contract cost and price.

§ 200.325 Federal awarding agency or pass-through entity review.

§ 200.326 Bonding requirements.

§ 200.327 Contract provisions.

PROCUREMENT STANDARDS

§ 200.317 Procurements by states.

When procuring property and services under a Federal award, a State must follow the same policies and procedures it uses for procurements from its non-Federal funds. The State will comply with §§ 200.321, 200.322, and 200.323 and ensure that every purchase order or other contract includes any clauses required by § 200.327. All other non-Federal entities, including subrecipients of a State, must follow the procurement standards in §§ 200.318 through 200.327.

§ 200.318 General procurement standards.

- (a) The non-Federal entity must have and use documented procurement procedures, consistent with State, local, and tribal laws and regulations and the standards of this section, for the acquisition of property or services required under a Federal award or subaward. The non-Federal entity's documented procurement procedures must conform to the procurement standards identified in §§ 200.317 through 200.327.

- (b) Non-Federal entities must maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.
- (c)
 - (1) The non-Federal entity must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of the non-Federal entity may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, non-Federal entities may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-Federal entity.
 - (2) If the non-Federal entity has a parent, affiliate, or subsidiary organization that is not a State, local government, or Indian tribe, the non-Federal entity must also maintain written standards of conduct covering organizational conflicts of interest. Organizational conflicts of interest means that because of relationships with a parent company, affiliate, or subsidiary organization, the non-Federal entity is unable or appears to be unable to be impartial in conducting a procurement action involving a related organization.
- (d) The non-Federal entity's procedures must avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.
- (e) To foster greater economy and efficiency, and in accordance with efforts to promote cost-effective use of shared services across the Federal Government, the non-Federal entity is encouraged to enter into state and local intergovernmental agreements or inter-entity agreements where appropriate for procurement or use of common or shared goods and services. Competition requirements will be met with documented procurement actions using strategic sourcing, shared services, and other similar procurement arrangements.
- (f) The non-Federal entity is encouraged to use Federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.
- (g) The non-Federal entity is encouraged to use value engineering clauses in contracts for construction projects of sufficient size to offer reasonable opportunities for cost reductions. Value engineering is a systematic and creative analysis of each contract item or task to ensure that its essential function is provided at the overall lower cost.
- (h) The non-Federal entity must award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources. See also § 200.214.

- (i) The non-Federal entity must maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to, the following: Rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.
- (j)
 - (1) The non-Federal entity may use a time-and-materials type contract only after a determination that no other contract is suitable and if the contract includes a ceiling price that the contractor exceeds at its own risk. Time-and-materials type contract means a contract whose cost to a non-Federal entity is the sum of:
 - (i) The actual cost of materials; and
 - (ii) Direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.
 - (2) Since this formula generates an open-ended contract price, a time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency. Therefore, each contract must set a ceiling price that the contractor exceeds at its own risk. Further, the non-Federal entity awarding such a contract must assert a high degree of oversight in order to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.
- (k) The non-Federal entity alone must be responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the non-Federal entity of any contractual responsibilities under its contracts. The Federal awarding agency will not substitute its judgment for that of the non-Federal entity unless the matter is primarily a Federal concern. Violations of law will be referred to the local, state, or Federal authority having proper jurisdiction.

[85 FR 49543, Aug. 13, 2020, as amended at 86 FR 10440, Feb. 22, 2021]

§ 200.319 Competition.

- (a) All procurement transactions for the acquisition of property or services required under a Federal award must be conducted in a manner providing full and open competition consistent with the standards of this section and § 200.320.
- (b) In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements. Some of the situations considered to be restrictive of competition include but are not limited to:
 - (1) Placing unreasonable requirements on firms in order for them to qualify to do business;
 - (2) Requiring unnecessary experience and excessive bonding;
 - (3) Noncompetitive pricing practices between firms or between affiliated companies;
 - (4) Noncompetitive contracts to consultants that are on retainer contracts;
 - (5) Organizational conflicts of interest;

- (6) Specifying only a “brand name” product instead of allowing “an equal” product to be offered and describing the performance or other relevant requirements of the procurement; and
 - (7) Any arbitrary action in the procurement process.
- (c) The non-Federal entity must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state, local, or tribal geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preference. Nothing in this section preempts state licensing laws. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.
- (d) The non-Federal entity must have written procedures for procurement transactions. These procedures must ensure that all solicitations:
- (1) Incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description must not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to be procured and, when necessary, must set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible. When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a “brand name or equivalent” description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which must be met by offers must be clearly stated; and
 - (2) Identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.
- (e) The non-Federal entity must ensure that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to ensure maximum open and free competition. Also, the non-Federal entity must not preclude potential bidders from qualifying during the solicitation period.
- (f) Noncompetitive procurements can only be awarded in accordance with § 200.320(c).

§ 200.320 Methods of procurement to be followed.

The non-Federal entity must have and use documented procurement procedures, consistent with the standards of this section and §§ 200.317, 200.318, and 200.319 for any of the following methods of procurement used for the acquisition of property or services required under a Federal award or sub-award.

- (a) **Informal procurement methods.** When the value of the procurement for property or services under a Federal award does not exceed the *simplified acquisition threshold (SAT)*, as defined in § 200.1, or a lower threshold established by a non-Federal entity, formal procurement methods are not required. The non-Federal entity may use informal procurement methods to expedite the completion of its transactions and minimize the associated administrative burden and cost. The informal methods used for procurement of property or services at or below the SAT include:
- (1) **Micro-purchases** –

- (i) **Distribution.** The acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (See the definition of *micro-purchase* in § 200.1). To the maximum extent practicable, the non-Federal entity should distribute micro-purchases equitably among qualified suppliers.
 - (ii) **Micro-purchase awards.** Micro-purchases may be awarded without soliciting competitive price or rate quotations if the non-Federal entity considers the price to be reasonable based on research, experience, purchase history or other information and documents it files accordingly. Purchase cards can be used for micro-purchases if procedures are documented and approved by the non-Federal entity.
 - (iii) **Micro-purchase thresholds.** The non-Federal entity is responsible for determining and documenting an appropriate micro-purchase threshold based on internal controls, an evaluation of risk, and its documented procurement procedures. The micro-purchase threshold used by the non-Federal entity must be authorized or not prohibited under State, local, or tribal laws or regulations. Non-Federal entities may establish a threshold higher than the Federal threshold established in the Federal Acquisition Regulations (FAR) in accordance with paragraphs (a)(1)(iv) and (v) of this section.
 - (iv) **Non-Federal entity increase to the micro-purchase threshold up to \$50,000.** Non-Federal entities may establish a threshold higher than the micro-purchase threshold identified in the FAR in accordance with the requirements of this section. The non-Federal entity may self-certify a threshold up to \$50,000 on an annual basis and must maintain documentation to be made available to the Federal awarding agency and auditors in accordance with § 200.334. The self-certification must include a justification, clear identification of the threshold, and supporting documentation of any of the following:
 - (A) A qualification as a low-risk auditee, in accordance with the criteria in § 200.520 for the most recent audit;
 - (B) An annual internal institutional risk assessment to identify, mitigate, and manage financial risks; or,
 - (C) For public institutions, a higher threshold consistent with State law.
 - (v) **Non-Federal entity increase to the micro-purchase threshold over \$50,000.** Micro-purchase thresholds higher than \$50,000 must be approved by the cognizant agency for indirect costs. The non-federal entity must submit a request with the requirements included in paragraph (a)(1)(iv) of this section. The increased threshold is valid until there is a change in status in which the justification was approved.
- (2) **Small purchases –**
- (i) **Small purchase procedures.** The acquisition of property or services, the aggregate dollar amount of which is higher than the micro-purchase threshold but does not exceed the simplified acquisition threshold. If small purchase procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources as determined appropriate by the non-Federal entity.

(ii) **Simplified acquisition thresholds.** The non-Federal entity is responsible for determining an appropriate simplified acquisition threshold based on internal controls, an evaluation of risk and its documented procurement procedures which must not exceed the threshold established in the FAR. When applicable, a lower simplified acquisition threshold used by the non-Federal entity must be authorized or not prohibited under State, local, or tribal laws or regulations.

(b) **Formal procurement methods.** When the value of the procurement for property or services under a Federal financial assistance award exceeds the SAT, or a lower threshold established by a non-Federal entity, formal procurement methods are required. Formal procurement methods require following documented procedures. Formal procurement methods also require public advertising unless a non-competitive procurement can be used in accordance with § 200.319 or paragraph (c) of this section. The following formal methods of procurement are used for procurement of property or services above the simplified acquisition threshold or a value below the simplified acquisition threshold the non-Federal entity determines to be appropriate:

(1) **Sealed bids.** A procurement method in which bids are publicly solicited and a firm fixed-price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming with all the material terms and conditions of the invitation for bids, is the lowest in price. The sealed bids method is the preferred method for procuring construction, if the conditions.

(i) In order for sealed bidding to be feasible, the following conditions should be present:

- (A) A complete, adequate, and realistic specification or purchase description is available;
- (B) Two or more responsible bidders are willing and able to compete effectively for the business; and
- (C) The procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally on the basis of price.

(ii) If sealed bids are used, the following requirements apply:

- (A) Bids must be solicited from an adequate number of qualified sources, providing them sufficient response time prior to the date set for opening the bids, for local, and tribal governments, the invitation for bids must be publicly advertised;
- (B) The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;
- (C) All bids will be opened at the time and place prescribed in the invitation for bids, and for local and tribal governments, the bids must be opened publicly;
- (D) A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest. Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of; and
- (E) Any or all bids may be rejected if there is a sound documented reason.

(2) **Proposals.** A procurement method in which either a fixed price or cost-reimbursement type contract is awarded. Proposals are generally used when conditions are not appropriate for the use of sealed bids. They are awarded in accordance with the following requirements:

- (i) Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Proposals must be solicited from an adequate number of qualified offerors. Any response to publicized requests for proposals must be considered to the maximum extent practical;
 - (ii) The non-Federal entity must have a written method for conducting technical evaluations of the proposals received and making selections;
 - (iii) Contracts must be awarded to the responsible offeror whose proposal is most advantageous to the non-Federal entity, with price and other factors considered; and
 - (iv) The non-Federal entity may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby offeror's qualifications are evaluated and the most qualified offeror is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services through A/E firms that are a potential source to perform the proposed effort.
- (c) **Noncompetitive procurement.** There are specific circumstances in which noncompetitive procurement can be used. Noncompetitive procurement can only be awarded if one or more of the following circumstances apply:
- (1) The acquisition of property or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (see paragraph (a)(1) of this section);
 - (2) The item is available only from a single source;
 - (3) The public exigency or emergency for the requirement will not permit a delay resulting from publicizing a competitive solicitation;
 - (4) The Federal awarding agency or pass-through entity expressly authorizes a noncompetitive procurement in response to a written request from the non-Federal entity; or
 - (5) After solicitation of a number of sources, competition is determined inadequate.

§ 200.321 Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms.

- (a) The non-Federal entity must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.
- (b) Affirmative steps must include:
 - (1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
 - (2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
 - (3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
 - (4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;

- (5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
- (6) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (b)(1) through (5) of this section.

§ 200.322 Domestic preferences for procurements.

Link to an amendment published at [88 FR 57790](#), Aug. 23, 2023.

- (a) As appropriate and to the extent consistent with law, the non-Federal entity should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all subawards including all contracts and purchase orders for work or products under this award.
- (b) For purposes of this section:
 - (1) "Produced in the United States" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.
 - (2) "Manufactured products" means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

§ 200.323 Procurement of recovered materials.

A non-Federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at [40 CFR part 247](#) that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

§ 200.324 Contract cost and price.

- (a) The non-Federal entity must perform a cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold including contract modifications. The method and degree of analysis is dependent on the facts surrounding the particular procurement situation, but as a starting point, the non-Federal entity must make independent estimates before receiving bids or proposals.
- (b) The non-Federal entity must negotiate profit as a separate element of the price for each contract in which there is no price competition and in all cases where cost analysis is performed. To establish a fair and reasonable profit, consideration must be given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work.

- (c) Costs or prices based on estimated costs for contracts under the Federal award are allowable only to the extent that costs incurred or cost estimates included in negotiated prices would be allowable for the non-Federal entity under subpart E of this part. The non-Federal entity may reference its own cost principles that comply with the Federal cost principles.
- (d) The cost plus a percentage of cost and percentage of construction cost methods of contracting must not be used.

§ 200.325 Federal awarding agency or pass-through entity review.

- (a) The non-Federal entity must make available, upon request of the Federal awarding agency or pass-through entity, technical specifications on proposed procurements where the Federal awarding agency or pass-through entity believes such review is needed to ensure that the item or service specified is the one being proposed for acquisition. This review generally will take place prior to the time the specification is incorporated into a solicitation document. However, if the non-Federal entity desires to have the review accomplished after a solicitation has been developed, the Federal awarding agency or pass-through entity may still review the specifications, with such review usually limited to the technical aspects of the proposed purchase.
- (b) The non-Federal entity must make available upon request, for the Federal awarding agency or pass-through entity pre-procurement review, procurement documents, such as requests for proposals or invitations for bids, or independent cost estimates, when:
 - (1) The non-Federal entity's procurement procedures or operation fails to comply with the procurement standards in this part;
 - (2) The procurement is expected to exceed the Simplified Acquisition Threshold and is to be awarded without competition or only one bid or offer is received in response to a solicitation;
 - (3) The procurement, which is expected to exceed the Simplified Acquisition Threshold, specifies a "brand name" product;
 - (4) The proposed contract is more than the Simplified Acquisition Threshold and is to be awarded to other than the apparent low bidder under a sealed bid procurement; or
 - (5) A proposed contract modification changes the scope of a contract or increases the contract amount by more than the Simplified Acquisition Threshold.
- (c) The non-Federal entity is exempt from the pre-procurement review in paragraph (b) of this section if the Federal awarding agency or pass-through entity determines that its procurement systems comply with the standards of this part.
 - (1) The non-Federal entity may request that its procurement system be reviewed by the Federal awarding agency or pass-through entity to determine whether its system meets these standards in order for its system to be certified. Generally, these reviews must occur where there is continuous high-dollar funding, and third-party contracts are awarded on a regular basis;
 - (2) The non-Federal entity may self-certify its procurement system. Such self-certification must not limit the Federal awarding agency's right to survey the system. Under a self-certification procedure, the Federal awarding agency may rely on written assurances from the non-Federal entity that it is complying with these standards. The non-Federal entity must cite specific policies, procedures, regulations, or standards as being in compliance with these requirements and have its system available for review.

§ 200.326 Bonding requirements.

For construction or facility improvement contracts or subcontracts exceeding the Simplified Acquisition Threshold, the Federal awarding agency or pass-through entity may accept the bonding policy and requirements of the non-Federal entity provided that the Federal awarding agency or pass-through entity has made a determination that the Federal interest is adequately protected. If such a determination has not been made, the minimum requirements must be as follows:

- (a) A bid guarantee from each bidder equivalent to five percent of the bid price. The “bid guarantee” must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified.
- (b) A performance bond on the part of the contractor for 100 percent of the contract price. A “performance bond” is one executed in connection with a contract to secure fulfillment of all the contractor's requirements under such contract.
- (c) A payment bond on the part of the contractor for 100 percent of the contract price. A “payment bond” is one executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract.

§ 200.327 Contract provisions.

The non-Federal entity's contracts must contain the applicable provisions described in appendix II to this part.

This content is from the eCFR and is authoritative but unofficial.

Title 2 – Grants and Agreements

Subtitle A – Office of Management and Budget Guidance for Grants and Agreements

Chapter II – Office of Management and Budget Guidance

Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards

Source: 85 FR 49543, Aug. 13, 2020, unless otherwise noted.

Source: 85 FR 49539, Aug. 13, 2020, unless otherwise noted.

Authority: 31 U.S.C. 503

Source: 78 FR 78608, Dec. 26, 2013, unless otherwise noted.

Appendix II to Part 200—Contract Provisions for Non-Federal Entity Contracts Under Federal Awards

In addition to other provisions required by the Federal agency or non-Federal entity, all contracts made by the non-Federal entity under the Federal award must contain provisions covering the following, as applicable.

- (A) Contracts for more than the simplified acquisition threshold, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.
- (B) All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.
- (C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of “federally assisted construction contract” in 41 CFR Part 60–1.3 must include the equal opportunity clause provided under 41 CFR 60–1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 CFR Part, 1964–1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 CFR part 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.”
- (D) Davis-Bacon Act, as amended (40 U.S.C. 3141–3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141–3144, and 3146–3148) as supplemented by Department of Labor regulations (29 CFR Part 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part

3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

- (E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701–3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.
- (F) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of "funding agreement" under 37 CFR § 401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.
- (G) Clean Air Act (42 U.S.C. 7401–7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251–1387), as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401–7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251–1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
- (H) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.
- (I) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any

other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

(J) See § 200.323.

(K) See § 200.216.

(L) See § 200.322.

[78 FR 78608, Dec. 26, 2013, as amended at 79 FR 75888, Dec. 19, 2014; 85 FR 49577, Aug. 13, 2020]

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Title 2 – Grants and Agreements

Subtitle A – Office of Management and Budget Guidance for Grants and Agreements

Chapter II – Office of Management and Budget Guidance

Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards

Subpart D – Post Federal Award Requirements

Procurement Standards

Source: 85 FR 49543, Aug. 13, 2020, unless otherwise noted.

Authority: 31 U.S.C. 503

Source: 78 FR 78608, Dec. 26, 2013, unless otherwise noted.

§ 200.323 Procurement of recovered materials.

A non-Federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

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Title 2 – Grants and Agreements

Subtitle A – Office of Management and Budget Guidance for Grants and Agreements

Chapter II – Office of Management and Budget Guidance

Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards

Subpart C – Pre-Federal Award Requirements and Contents of Federal Awards

Source: 85 FR 49539, Aug. 13, 2020, unless otherwise noted.

Authority: 31 U.S.C. 503

Source: 78 FR 78608, Dec. 26, 2013, unless otherwise noted.

§ 200.216 Prohibition on certain telecommunications and video surveillance services or equipment.

- (a) Recipients and subrecipients are prohibited from obligating or expending loan or grant funds to:
 - (1) Procure or obtain;
 - (2) Extend or renew a contract to procure or obtain; or
 - (3) Enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in Public Law 115–232, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).
 - (i) For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities).
 - (ii) Telecommunications or video surveillance services provided by such entities or using such equipment.
 - (iii) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.
- (b) In implementing the prohibition under Public Law 115–232, section 889, subsection (f), paragraph (1), heads of executive agencies administering loan, grant, or subsidy programs shall prioritize available funding and technical support to assist affected businesses, institutions and organizations as is reasonably necessary for those affected entities to transition from covered communications equipment and services, to procure replacement equipment and services, and to ensure that communications service to users and customers is sustained.

- (c) See Public Law 115-232, section 889 for additional information.
- (d) See also § 200.471.

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Title 2 – Grants and Agreements

Subtitle A – Office of Management and Budget Guidance for Grants and Agreements

Chapter II – Office of Management and Budget Guidance

Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards

Subpart D – Post Federal Award Requirements

Procurement Standards

Source: 85 FR 49543, Aug. 13, 2020, unless otherwise noted.

Authority: 31 U.S.C. 503

Source: 78 FR 78608, Dec. 26, 2013, unless otherwise noted.

§ 200.322 Domestic preferences for procurements.

Link to an amendment published at [88 FR 57790](#), Aug. 23, 2023.

- (a) As appropriate and to the extent consistent with law, the non-Federal entity should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all subawards including all contracts and purchase orders for work or products under this award.
- (b) For purposes of this section:
 - (1) “Produced in the United States” means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.
 - (2) “Manufactured products” means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

Section 7.0 – Required Forms

This section includes forms that must be completed and submitted with the Contractor's proposal. Each form should be completed accurately and in its entirety. Professionals that require clarification may submit a written request to the POC identified in Section 1.4.

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INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitations for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Included prefixes, e.g., "RFP-2023-08."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.
(b) Enter the full names of the individual(s) performing services, and include full address if different from 10(a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503

**Attachment K
Certification Regarding Lobbying**

Check the appropriate box:

- This Certification Regarding Lobbying is required because the Contract, Grant, Loan, or Cooperative Agreement will exceed \$100,000 pursuant to 2 C.F.R. Part 200, Appendix II(I); 31 U.S.C. § 1352; and 44 C.F.R. Part 18.
- This Certification is not required because the Contract, Grant, Loan, or Cooperative Agreement will be less than \$100,000.

APPENDIX A. 44 C.F.R. PART 18 – CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The Sub-Recipient or subcontractor, _____, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. Chap. 38, Administrative Remedies for False Claims and Statements, apply to this certification and disclosure, if any.

Signature of Sub-Recipient/subcontractor's Authorized Official

Name and Title of Sub-Recipient/subcontractor's Authorized Official

Date

DISCLOSURE OF LOBBYING ACTIVITIES

Approved by OMB

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

0348-0046

(See reverse for public burden disclosure.)

1. Type of Federal Action: <input type="checkbox"/> a. contract <input type="checkbox"/> b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	2. Status of Federal Action: <input type="checkbox"/> a. bid/offer/application b. initial award c. post-award	3. Report Type: <input type="checkbox"/> a. initial filing b. material change For Material Change Only: year _____ quarter _____ date of last report _____
4. Name and Address of Reporting Entity: <input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: _____ Congressional District, if known: _____	5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: _____ _____ _____ _____ _____ Congressional District, if known: _____	
6. Federal Department/Agency: _____	7. Federal Program Name/Description: _____ CFDA Number, if applicable: _____	
8. Federal Action Number, if known: _____	9. Award Amount, if known: \$ _____	
10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i> _____ _____ _____ _____ _____	b. Individuals Performing Services <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i> _____	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: _____ Print Name: _____ Title: _____ Telephone No.: _____ Date: _____	
Federal Use Only:		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

BID SUBMITTAL FORM FOR RFQ NO. 2023-08

Page 1 of 4

SUBMITTED TO:

Coral Springs Improvement District
10300 N.W. 11th Manor
Coral Springs, Florida 33071

1. The undersigned Proposer proposes and agrees, if this Bid is accepted, to enter into an agreement with DISTRICT to perform all service as specified in the Request for Qualifications No. 2023-08 Documents for the price(s) and within the time indicated in this Request for Proposals No. 2023-08, and in accordance with the terms and conditions of Request for Proposals No. 2023-08 Documents.

2. Proposer accepts and hereby incorporates by reference in this Bid Submittal Form all of the terms and conditions of the Request for Proposal and Instructions to Proposers, Section 2.0 including without limitation those pertaining to the disposition of Request for Proposal Security.

3. The Proposer has examined the site of the project and has become fully informed concerning local conditions, and the nature and extent of the deliveries. Proposer has examined the indemnification and liquidated damages provisions, if any, and the bond and insurance requirements of the bid submittal. Accepts and agrees to abide by those terms and conditions without exception or limitation of any kind.

4. Proposer has given the DISTRICT written notice of all conflicts, errors or discrepancies that it has discovered in the RFQ No 2023-08 and/or Contract documents and the written resolution thereof by the DISTRICT is acceptable to Proposer.

5. Will you subcontract any part of these services? Give details including a list of each subcontractor(s) that will perform services of **ANY** percent of the contract amount and the services that will be performed by each subcontractor(s). **PROVIDE SBE CERTIFICATION OF EACH PRIME (IF APPLICABLE) AND SUBCONTRACTOR.**

BID SUBMITTAL FORM FOR RFQ NO. 2023-08

Page 2 of 4

- 6. Proposer proposes to furnish all surveying, engineering, design, plans preparation, permitting, and construction administration for the deliveries described as follows:

Wind protect six (6) buildings: Stormwater Operations Center buildings, the Wastewater Treatment Plant building, the North Blower Building, the Effluent Pump Station #1 building, the Effluent Pump Station #2 building, the High Service Pump Station building. Coordinates (26.244980, -80.262310)

- 7. The proposer will adhere to the negotiated Bid Price(s) listed on their negotiated (Fee Schedule C) in US Dollars

- 8. The proposer agrees that the deliverables will be ready for deliveries within sixty (60) calendar days from the date of Contract Commencement as specified in the Notice to Proceed.

- 9. Acknowledgment is hereby made of the following addenda (identified by number) received since issuance of the Request for Proposal:

Pre-Bid Meeting Dated _____

Addendum No. ____ Dated _____

Addendum No. ____ Dated _____

Addendum No. ____ Dated _____

Addendum No. ____ Dated _____

Addendum No. ____ Dated _____

Addendum No. ____ Dated _____

BID SUBMITTAL FORM FOR RFQ NO. 2023-08

Page 3 of 4

10. PLEASE HAVE YOUR INSURANCE REPRESENTATIVE CAREFULLY REVIEW THE INSURANCE REQUIREMENTS CONTAINED IN THE QUALIFICATIONS STATEMENT, PRIOR TO SUBMITTING YOUR BID PACKAGE TO ENSURE COMPLIANCE WITH ALL INSURANCE REQUIREMENTS.

11. The DISTRICT reserves the right to award this contract on the basis of any combination or all items, in which the DISTRICT deems in its best interests.

12. All communications concerning this RFQ shall be emailed to:

Danielle Keira-Cancel, Procurement Manager

Coral Springs Improvement District

10300 N.W. 11th Manor

Coral Springs, Florida 33071

Tel. 954-796-6620

Email daniellec@csidfl.org

13. The following documents are attached to and made as a condition to this RFQ:

- a. Byrd Anti-Lobbying Amendment Certification
- b. Drug-Free Workplace Certification
- c. Proof of Insurance
- d. State of Florida Professional Engineer License
- e. State of Florida Certification of Authorization
- f. Proof of active SAM.gov Unique Entity ID (UEI)
- g. E-Verify Affidavit: **3 pages**
- h. Non-Collusion Oath
- i. Qualification Statement: **9 pages**
- j. Client References
- k. Bid Submittal Form for RFQ No. 2023-08: **4 pages**
- l. Bid Submittal Security, if required
- m. Public Entity Crimes: **3 pages**
- n. Scrutinized Vendor Certification: **2 pages**
- o. Conflict of Interest Disclosure Form
- p. Good Faith Affidavit

BID SUBMITTAL FORM FOR RFQ NO. 2023-08

Page 4 of 4

PROPOSER'S CERTIFICATION

In witness whereof, the Proposer has executed this Bid Submittal Form for RFQ# 2023-08
this ___ day of _____, 20_____.

Signature of Individual/Title

Witness

Printed Name of Individual

ACKNOWLEDGMENT

STATE OF _____

COUNTY OF _____

Sworn to (or affirmed) and subscribed before me this _____ day of _____,
20_____, by _____.

Physical presence _____ OR Online notarization _____

Signature of Notary Public

[STAMP HERE]

State of _____

Personally Known _____ OR Produced Identification _____

Type of Identification Produced: _____

QUALIFICATIONS STATEMENT

Page 1 of 9

The undersigned certifies under oath the truth and correctness of all statements and of all answers to questions made hereinafter:

Submitted To: Coral Springs Improvement District
10300 N.W. 11th Manor
Coral Springs, Florida 33071

Doing Business As
(If applicable):

Proposer's Name: _____
Proposer's Address: _____
City, State, Zip Code: _____
Telephone No: _____
Email: _____

If payment(s) is/are to be mailed to address other than stated above, please complete section below:

Contact Name: _____
"Remit to" Address: _____
City, State, Zip Code: _____
Telephone No: _____
Email: _____

QUALIFICATIONS STATEMENT

Page 2 of 9

- 1. State the true, exact, correct and complete name of the partnership, corporation, trade, or fictitious name under which you do business and the address of the place of business.

Legal Name of Proposer: _____

Address of principal place of business: _____

Contact Person's Name and Title: _____

Proposer's Telephone _____

Email _____

Proposer's License Number _____

- 14. If the Proposer is a corporation, answer the following:

- a. Date of Incorporation: _____
- b. State of Incorporation: _____
- c. President's name: _____
- d. Vice President's name: _____
- e. Secretary's name: _____
- f. Treasurer's name: _____
- g. Name and address of Registered Agent: _____

QUALIFICATIONS STATEMENT

Page 3 of 9

3. If Proposer is an individual, corporation, or partnership answer the following:

Articles of Incorporation Date	Indicate if Proposer is Individual, Corporation, or Partnership	Name of Individual or Partnership	Address of Individual or Partnership	Ownership of Units for Partner (If applicable)

4. If Proposer is other than an individual, corporation or partnership, describe the organization and give the name and address of principals:

5. If Proposer is operating under a fictitious name, submit evidence of compliance with the Florida Fictitious Name Statute.

6. How many years has your organization been in business under its present business name?

--

QUALIFICATIONS STATEMENT

Page 4 of 9

Under what other former names has your organization operated?

7. Indicate registration, license numbers or certificate numbers for the businesses or professions which are the subject of this RFQ. Please attach certificate of competency and/or state registration.

8. Do you have a complete set of documents, including drawings and addenda?

(Y)____(N)____

9. Did you attend the Pre-Proposal Conference? Your bid submittal WILL NOT be accepted if your firm or the firm you represent did not sign-in on the Sign-In sheet provided at such conference.

(Y)____(N)____

10. Have you ever failed to complete any work awarded to you?

(Y)____(N)____

If so, state when, where and why?

QUALIFICATIONS STATEMENT

Page 5 of 9

11. Within the last five (5) years, has any officer or partner of your organization ever been an officer or partner of another organization when it failed to complete a contract?

(Y)_____ (N)_____

If so, state when, where and why?

THE PROPOSER ACKNOWLEDGES AND UNDERSTANDS THAT THE INFORMATION CONTAINED IN RESPONSE TO THIS QUALIFICATIONS STATEMENT SHALL BE RELIED UPON BY DISTRICT IN AWARDING THE CONTRACT AND SUCH INFORMATION IS WARRANTED BY PROPOSER TO BE TRUE. THE DISCOVERY OF ANY OMISSION OR MISSTATEMENT THAT MATERIALLY AFFECTS THE PROPOSER'S QUALIFICATIONS TO PERFORM UNDER THE CONTRACT SHALL CAUSE THE DISTRICT TO REJECT THE BID SUBMITTAL, AND, IF AFTER THE AWARD, TO CANCEL AND TERMINATE THE AWARD AND/OR CONTRACT.

Signature

QUALIFICATIONS STATEMENT

Page 6 of 9

STATE OF _____

COUNTY OF _____

Sworn to (or affirmed) and subscribed before me this _____ day of _____,
20_____, by _____.

Physical presence _____ OR Online notarization _____

Signature of Notary Public

[STAMP HERE] State of _____

Personally Known _____ OR Produced Identification _____

Type of Identification Produced: _____

WITNESS my hand and official seal.

The undersigned further agrees to the following stipulations of the RFQ requirements.

1.LIABILITY

- A. District personnel shall be contacted a minimum of 24 hours prior to any work with the time and location the work is to be performed. In addition, District personnel will/may observe but will not participate in any operations.
- B. CONTRACTOR shall not commence work under this Agreement until it has obtained all insurance required under this paragraph and such insurance has been approved by the DISTRICT nor shall the CONTRACTOR allow any subcontractor to commence work on any subcontract until all similar such insurance required of the subcontractor has been obtained and similarly approved. It shall be the responsibility of the Contractor to comply with all Federal, State, and Local Water Management District Environmental Rules and/or Regulations.

QUALIFICATIONS STATEMENT

Page 7 of 9

- C. Comprehensive General Liability Insurance written on an occurrence basis including, but not limited to coverage for bodily injury and property damage, personal & advertising injury, products & completed operations, and contractual liability. Coverage must be written on an occurrence basis, with limits of liability no less than:
1. Each Occurrence Limit - \$2,000,000
 2. Personal & Advertising Injury Limit - \$2,000,000
 3. General Aggregate Limit - \$2,000,000
 4. Products & Completed Operations Aggregate Limit - \$2,000,000
- D. Workers' Compensation and Employers' Liability Insurance covering all employees, and/or volunteers of the CONTRACTOR engaged in the performance of the Scope of Work associated with this Agreement. In the event any work is sublet, the CONTRACTOR shall require the subcontractors similarly to provide Workers' Compensation Insurance for all the latter's employees unless such employees are covered by the protection afforded by the CONTRACTOR. Coverage for the CONTRACTOR and its subcontractors shall be in accordance with applicable state and/or federal laws that may apply to Workers' Compensation Insurance with limits of liability no less than:
1. Workers' Compensation: Coverage A – Statutory
 2. Employers Liability: Coverage B \$100,000 - Each Accident
\$500,000 Disease – Policy Limit
\$100,000 Disease – Each Employee
- If CONTRACTOR claims to be exempt from this requirement, CONTRACTOR shall provide CITY proof of such exemption along with a written request for CITY to exempt CONTRACTOR, written on CONTRACTOR letterhead.
- E. Comprehensive Auto Liability Insurance covering all owned, non-owned and hired vehicles used in connection with the performance of work under this Agreement, with a combined single limit of liability for bodily injury and property damage no less than:
1. Any Auto (Symbol 1)
Combined Single Limit (Each Accident) - \$1,000,000
 2. Hired Autos (Symbol 8)
Combined Single Limit (Each Accident) - \$1,000,000
 3. Non-Owned Autos (Symbol 9)
Combined Single Limit (Each Accident) - \$1,000,000
- F. Professional Risk coverage:
1. Each Occurrence Limit - \$1,000,000
 2. General Aggregate Limit - \$1,000,000

QUALIFICATIONS STATEMENT

Page 8 of 9

- G. The Coral Springs Improvement District shall be named as an Additional Insured on each of the General Liability policies required herein.
- H. CONTRACTOR shall name the DISTRICT, as an additional insured on each of the General Liability policies required herein and shall hold the DISTRICT, its elected and appointed officers, agents, employees, and instrumentalities harmless on account of claims for damages to persons, property or premises arising out of the services provided hereunder.
- I. Any insurance required of the CONTRACTOR pursuant to this Agreement must also be required of any subcontractor in the same limits and with all requirements as provided herein, including naming the DISTRICT as an additional insured, in any work that is subcontracted unless such subcontractor is covered by the protection afforded by the CONTRACTOR and provided proof of such coverage is provided to DISTRICT. The CONTRACTOR and any subcontractors shall maintain such policies during the term of this Agreement.
- J. The DISTRICT reserves the right to require any other additional types of insurance coverage and/or higher limits of liability it deems necessary based on the nature of work being performed under this Agreement.
- K. The insurance requirements specified in this Agreement are minimum requirements and in no way reduce any liability the CONTRACTOR has assumed in the indemnification/hold harmless section(s) of this Agreement.

2. COMPLETION OF WORK

- A. The district reserves the right to inspect the contractor's work to verify completion of the contract and withhold partial payment for work deemed incomplete.

Signed By: _____

Title: _____

Dated: _____

QUALIFICATIONS STATEMENT

Page 9 of 9

BOARD/CONTRACTOR SIGNED SHEET

Coral Springs Improvement District RFQ # 2023-08 approved on _____

CORAL SPRINGS IMPROVEMENT DISTRICT

Signature of CSID Witness

Signature of CSID President

Printed Name of CSID Witness

Printed Name of CSID President

Date

CONTRACTOR

Company

Signature

Name and Title (Printed)

CLIENT REFERENCES

Contractor's Name: _____

The professional must provide the following information for three (3) previous clients in which similar scope of services were performed within the last five (5) years. Contractor is responsible for verifying correct phone numbers, email address, and contact information. Public Entities are preferred as references. Failure to provide all three (3) references may deem your submittal non-responsive.

Reference No. 1

Company Name:	
Location (City, State):	
Date of Service:	
Contact Person:	
Contact Number:	
Email Address:	

Reference No. 2

Company Name:	
Location (City, State):	
Date of Service:	
Contact Person:	
Contact Number:	
Email Address:	

Reference No. 3

Company Name:	
Location (City, State):	
Date of Service:	
Contact Person:	
Contact Number:	
Email Address:	

PUBLIC ENTITY CRIMES

Page 1 of 3

Section 287.132-133(3)(a), Florida Statutes, effective July 1, 1989, require that no public entity shall enter into a contract, award of RFQ, or transact business in excess of \$10,000.00 with any person or affiliate who has been convicted of a public entity crime. Prior to entering into a sworn statement with the Purchasing Department on form 7088.

A copy of the form is reproduced below. This completed form must be on file prior to the issuing of a Purchasing Order.

**Sworn Statement Under Section 287.133(3)(a),
Florida Statutes on Public Entity Crimes**

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

1. This sworn statement is submitted with _____
(Solicitation Number and Name)

2. This sworn statement is submitted by _____ whose business address is _____

_____ and (if applicable) it's Federal Employer Identification No. (FEIN) is _____ (If the entity has no FEIN, include the Social Security Number of the individual signing the sworn statement.

3. My name is _____ and my relationship to the entity name above is _____.

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

5. I understand that "convicted or conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding or fault or a conviction of a public entity crime, with or without adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.

PUBLIC ENTITY CRIMES

Page 2 of 3

6. I understand that an “affiliate” as defined in Paragraph 287.133(1)(a), Florida Statutes, means:

- A. A predecessor or successor of a person convicted of a public entity crime; or
- B. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term “affiliate” includes those officers, directors, executives, partners, shareholders, employees, members and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm’s length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

7. I understand that a “person” as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of the state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term “person” includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

8. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement. **(Please indicate which one of the two statements applies.)**

_____ Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor the affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, have been charged with and convicted of a public entity crime subsequent to July 1, 1989, **AND (Please indicate which of the three additional statement applies below.)**

PUBLIC ENTITY CRIMES

Page 3 of 3

_____ There have been proceedings concerning the conviction before a hearing officer of the State of Florida, Division of Administration Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. **(Please attach a copy of the Final Order)**

_____ The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administration Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. **(Please attach a copy of the Final Order)**

_____ The person or affiliate has not been placed on the convicted vendor list. **(Please describe any action taken by or pending with the Department of General Services)**

Signature of Contractor's Authorized Official

Name and Title of Contractor's Authorized Official

Date

STATE OF _____

COUNTY OF _____

Sworn to (or affirmed) and subscribed before me this _____ day of _____,

20_____, by _____.

Physical presence _____ OR Online notarization _____

Signature of Notary Public

[STAMP HERE] State of _____

Personally Known _____ OR Produced Identification _____

Type of Identification Produced: _____

DRUG-FREE WORKPLACE CERTIFICATION

THE BELOW SIGNED Contractor CERTIFIES that it has implemented a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

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

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

Signature of Contractor's Authorized Official

Name and Title of Contractor's Authorized Official

Date

E-VERIFY FORM UNDER SECTION 448.095, FLORIDA STATUTES

Page 1 of 3

Project Name: WATER/WASTEWATER PLANT WIND HARDENING - HMGP

Project No.: RFQ# 2023-08

DEFINITIONS:

“Contractor” means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration. “Contractor” includes, but is not limited to, a vendor or consultant.

“Subcontractor” means a person or entity that provides labor, supplies, or services to or for a contractor or another subcontractor in exchange for salary, wages, or other remuneration.

“E-Verify system” means an Internet-based system operated by the United States Department of Homeland Security that allows participating employers to electronically verify the employment eligibility of newly hired employees.

Effective January 1, 2021, Contractors shall register with and use the E-Verify system in order to verify the work authorization status of all newly hired employees. Contractor shall register for and utilize the U.S. Department of Homeland Security’s E-Verify System to verify the employment eligibility of:

- a) All persons employed by a Contractor to perform employment duties within Florida during the term of the contract; and
- b) All persons (including sub vendors/subconsultants/subcontractors) assigned by Contractor to perform work pursuant to the contract with the Coral Springs Improvement District. The Contractor acknowledges and agrees that registration and use of the U.S. Department of Homeland Security’s E-Verify System during the term of the contract is a condition of the contract with the Coral Springs Improvement District; and
- c) Should vendor become the successful Contractor awarded for the above-named project, by entering into the contract, the Contractor shall comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to registration and utilization of the E-Verify System to verify the work authorization status of all newly hired employees. The contractor shall also require all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The Contractor shall maintain a copy of such affidavit for the duration of the contract

E-VERIFY FORM UNDER SECTION 448.095, FLORIDA STATUTES

Page 2 of 3

CONTRACT TERMINATION:

- a) If the District has a good faith belief that a person or entity with which it is contracting has knowingly violated s. 448.09 (1) Fla. Stat., the contract shall be terminated.
- b) If the District has a good faith belief that a subcontractor knowingly violated s. 448.095 (2), but the Contractor otherwise complied with s. 448.095 (2) Fla. Stat., shall promptly notify the Contractor and order the Contractor to immediately terminate the contract with the subcontractor.
- c) A contract terminated under subparagraph a) or b) is not a breach of contract and may not be considered as such.
- d) Any challenge to termination under this provision must be filed in the Circuit Court no later than 20 calendar days after the date of termination.
- e) If the contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination.

Name of Company

Signature of Contractor's Authorized Official

Print Name of Contractor's Authorized Official

Print Title of Contractor's Authorized Official

Date

E-VERIFY FORM UNDER SECTION 448.095, FLORIDA STATUTES
Page 3 of 3

STATE OF _____

COUNTY OF _____

Sworn to (or affirmed) and subscribed before me this _____ day of _____,
20_____, by _____.

Physical presence _____ OR Online notarization _____

Signature of Notary Public

[STAMP HERE] State of _____

Personally Known _____ OR Produced Identification _____

Type of Identification Produced: _____

SCRUTINIZED VENDOR CERTIFICATION

Page 1 of 2

Certification Pursuant To Florida Statute § 287.135

I, _____, on behalf of _____,
Print Name and Title Contractor Name

Certify that _____ does not:
Contractor Name

1. Participate in a boycott of Israel; and
2. Is not on the Scrutinized Companies that Boycott Israel List; and
3. Is not on the Scrutinized Companies with Activities in Sudan List; and
4. Is not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; and
5. Has not engaged in business operations in Syria.

Submitting a false certification shall be deemed a material breach of contract. The City shall provide notice, in writing, to the Contractor of the City's determination concerning the false certification. The Contractor shall have ninety (90) days following receipt of the notice to respond in writing and demonstrate that the determination of false certification was made in error. If the Contractor does not demonstrate that the City's determination of false certification was made in error then the City shall have the right to terminate the contract and seek civil remedies pursuant to Florida Statute § 287.135.

Section 287.135, Florida Statutes, prohibits the City from: 1) Contracting with companies for goods or services in any amount if at the time of bidding on, submitting a proposal for, or entering into or renewing a contract if the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, F.S. or is engaged in a boycott of Israel; and 2) Contracting with companies, for goods or services over \$1,000,000.00 that re on either the Scrutinized Companies with activities in the Iran Petroleum Energy Sector List, created pursuant to s. 215.473, or are engaged in business operations in Syria

SCRUTINIZED VENDOR CERTIFICATION

Page 2 of 2

As the person authorized to sign on behalf of the Contractor, I hereby certify that the company identified above in the section entitled "Contractor Name" does not participate in any boycott of Israel, is not listed on the Scrutinized Companies that Boycott Israel List, is not listed on either the Scrutinized Companies with activities in the Iran Petroleum Energy Sector List, and is not engaged in business operations in Syria. I understand that pursuant to section 287.135, Florida Statutes, the submission of a false certification may subject the company to civil penalties, attorney's fees, and/or costs. I further understand that any contract with the City for goods or services may be terminated at the option of the City if the company is found to have submitted a false certification or has been placed on the Scrutinized Companies with Activities in Sudan list or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List.

Name of Company

Signature of Contractor's Authorized Official

Print Name of Contractor's Authorized Official

Print Title of Contractor's Authorized Official

Date

CONFLICT OF INTEREST DISCLOSURE FORM

Project Name: WATER/WASTEWATER PLANT WIND HARDENING - HMGP

Project No.: RFQ# 2023-08

DEFINITIONS:

“Conflict of Interest” or **“Interest”** is defined as a situation in which a proposer has, or appears to have, a financial or family relationship with any employee, manager, or Board of Supervisors.

“Financial Relationship” includes involvement of the proposer and the District employee in a current partnership, joint venture, company, or corporation, and any other relationship that could make it appear that the proposer would obtain a monetary benefit if a favorable evaluation was given.

“Immediate Family” is defined as spouse, father, mother, son, daughter, brother, sister, uncle, aunt, first cousin, nephew, niece, grandfather, grandmother, grandson, granddaughter, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepmother, stepfather, stepson, stepdaughter, stepbrother, stepsister, half-brother or half-sister, or domestic partner.

1. We certify that we do not have a conflict of interest because of any financial relationship or other interest with any immediate family member of the District Board Member and/or Employee.
2. We certify that we will not solicit or accept gratuities, favors, or anything of monetary value from any District Board Member and/or Employee.
3. We certify to the best of our knowledge that we have not had discussions, conversations, offers, agreements, or arrangements for future employment with our company for any District Board Member and/or Employee.
4. We certify to the best of my knowledge that we have no financial relationship of any kind with any District Board Member and/or Employee, which might appear to create a conflict of interest.
5. We certify that our SBE firm(s) do not have any conflict of interest.

Name of Company

Print Title of Contractor's Authorized Official

Signature of Contractor's Authorized Official

Date

Print Name of Contractor's Authorized Official

NON-COLLUSION OATH

Before me, the Undersigned, a Notary Public, for and in the County and State aforesaid, personally appeared: _____ and made oath that the Contractor herein, its agents, servants, and/or employees, to the best of its knowledge and belief, have not in any way colluded with anyone for and on behalf of the Contractor, or themselves, to obtain information that would give the Contractor an unfair advantage over others, nor have they colluded with anyone for and on behalf of the Contractor, or themselves, to gain any favoritism in the award of the contract.

Affiant Signature

STATE OF _____

COUNTY OF _____

Sworn to (or affirmed) and subscribed before me this _____ day of _____, 2022, by _____.

Physical presence _____ OR Online notarization _____

Signature of Notary Public

[STAMP HERE]

State of _____

Personally Known _____ OR Produced Identification _____

Type of Identification Produced: _____

GOOD FAITH AFFIDAVIT

I hereby propose to provide the services requested in the District’s RFQ and, if awarded, enter into a contract with the District. I agree that the terms and conditions of the District’s RFQ shall take precedence over any conflicting terms and conditions submitted with my proposal and agree to abide by all conditions of the RFQ. I acknowledge that the District may not accept the proposal due to any exceptions.

I certify that all information contained in my proposal is truthful to the best of my knowledge and belief. I further certify that I am duly authorized to submit this proposal on behalf of the company as its agent and that the company is ready, willing, and able to perform if awarded a contract.

I further certify, under oath, that this proposal is made without prior understanding, agreement, connection, discussion or collusion with any other person, company or corporation submitting a proposal for the same product or service; no gratuities, gifts or kick-backs were offered or given by the Contractor or anyone on its behalf to gain favorable treatment concerning this procurement; no elected official, employee or agent of the District or of any other company is interested in said proposal; and that the undersigned executed this affidavit with full knowledge and understanding of the matters therein contained and was duly authorized to do so.

Affiant Signature

STATE OF _____

COUNTY OF _____

Sworn to (or affirmed) and subscribed before me this _____ day of _____,
2022, by _____ via
Physical presence _____ OR Online notarization _____

Signature of Notary Public

[STAMP HERE]

State of _____

Personally Known _____ OR Produced Identification _____

Type of Identification Produced: _____

Attachment H

**Certification Regarding
Debarment, Suspension, Ineligibility
And Voluntary Exclusion**

Subcontractor Covered Transactions

The prospective subcontractor, _____, of the Sub-Recipient certifies, by submission of this document, that neither it, its principals, nor affiliates are presently debarred, suspended, proposed for debarment, declared ineligible, voluntarily excluded, or disqualified from participation in this transaction by any Federal department or agency.

SUBCONTRACTOR

By: _____
Signature

Name and Title

Street Address

City, State, Zip

Date

Coral Springs Improvement District
Sub-Recipient's Name

H1035
DEM Contract Number

4564-023-R
FEMA Project Number

STANDARD FORM 330 ARCH-ENG QUALIFICATIONS

Please see separate form attachment

<Remainder of page intentionally left blank>

Section 8.0 – Sample Contract

The enclosed sample contract is intended to represent the agreement between the District and the Contractor for illustrative purposes ONLY. **PLEASE DO NOT SUBMIT WITH BID SUBMITTAL.** Proposers are encouraged to review all terms and conditions to ensure compliance and acceptance. The district does not intend to modify this agreement unless one or more parts conflict with preceding law.

<Remainder of page intentionally left blank>

Professional Services Agreement

This Professional Services Agreement (Agreement) is entered into this ___ day of ____, 2023 [YEAR] between CORAL SPRINGS IMPROVEMENT DISTRICT (OWNER), having its principal office at 10300 NW 11th Manor Coral Springs, FL 33071 and (CONTRACTOR), a company licensed to conduct business in the State of [STATE], having its principal place of business at [CONTRACTOR ADDRESS].

WHEREAS, the OWNER intends to engage the CONTRACTOR to provide professional services related to design services of six (6) buildings.

In consideration of the mutual promises herein, CONTRACTOR and the OWNER agree that the terms and conditions of this Agreement are as follows:

BASIC SERVICES

- 1.1. **Scope.** CONTRACTOR shall provide the Services as described Schedule C and in individual Purchase Orders authorized in writing by the OWNER. CONTRACTOR's obligations under this Agreement are solely for the benefit of the OWNER and no other party is intended to benefit or have rights hereunder.
- 1.2. **Standard of Care.** CONTRACTOR shall perform the services under this Agreement in a manner consistent with the highest standard of care, diligence, and skill exercised by nationally recognized firms for similar services. These services will be provided by CONTRACTOR's professionals and individuals skilled in other technical disciplines, as appropriate.
- 1.3. **Instruments of Service.** CONTRACTOR is responsible for the professional quality, technical accuracy, timely completion, and the coordination of all instruments of its services including designs, drawings, specifications, reports [collectively called **Service Instruments**] and other services provided under this Agreement.
- 1.4. **End-Users Software License.** RESERVED
- 1.5. **Applicable Codes.** The Service Instruments will conform to the generally accepted codes and regulations applicable to the Project at the time of performance.
- 1.6. **Subcontractors.** Any subcontractors and outside associates of CONTRACTOR to be engaged by CONTRACTOR under this Agreement are limited to those identified in executed Purchase Orders or as the OWNER specifically approves during the performance of a Purchase Order.

THE OWNER's RESPONSIBILITIES

Unless stated otherwise in Section 7 or in individual Purchase Orders, the OWNER shall do the following in a timely manner:

- 1.7. **The OWNER's Representative.** The OWNER will designate a representative having authority to give instructions, receive information, define the OWNER's policies, and make decisions with respect to individual Purchase Orders.

- 1.8. **Project Criteria.** Provide criteria and information as to the OWNER's requirements for a Purchase Order, including design objectives and constraints, space, capacity, scope of service, task assignments, and performance requirements, and any budgetary limitations to the extent known to the OWNER.
- 1.9. **Data.** Provide all available information, including previous reports and any other data in the possession of the OWNER relevant to a Purchase Order.
- 1.10. **Access.** Arrange for CONTRACTOR to enter upon public property as mandated by the OWNER.
- 1.11. **Review.** Respond to CONTRACTOR's request for decisions or determinations.
- 1.12. **Meetings.** Hold or arrange meetings required to assist in the service required by a Purchase Order.
- 1.13. **Project Developments.** Give prompt written notice to CONTRACTOR whenever the OWNER observes or otherwise becomes aware of any development that affects the scope or timing of CONTRACTOR's services.

2. PERIODS OF SERVICE

- 2.1. **Time of Performance.** Sections 3 and 4 anticipate the orderly and continuous progress of Purchase Orders through completion of each Purchase Order's scope of service.
- 2.2. **Start of Performance.** CONTRACTOR will start the Services described in each Purchase Order upon authorization by the OWNER. If the OWNER gives authorization before signing a Purchase Order, the CONTRACTOR shall be paid as if the services had been performed after both parties signed the Purchase Order. Purchase orders will only be valid if signed by the OWNER's authorized representative.
- 2.3. **Force Majeure.** If a force, event, or circumstance beyond CONTRACTOR's or the OWNER'S control interrupts or delays CONTRACTOR's performance, the time of performance shall be equitably adjusted.
- 2.4. **Term.** This Agreement shall be in effect until completed, unless extending in writing, upon mutual consent of the parties.

3. COMPENSATION

- 3.1. On an as-needed basis, the OWNER will issue Purchase Orders to the CONTRACTOR describing the service required under this Agreement, containing a mutually agreed upon "Not to Exceed" cost, with all required service being directly related to those services originally sought by the OWNER. In response, CONTRACTOR will prepare a scope of service and cost estimate based on the Fee Schedule attached as Schedule B, which shall become part of the Purchase Order upon execution by both parties.

3.2. **CONTRACTOR Services.** Based upon the Scope of Services provided for in each Purchase Order issued pursuant to the Agreement and Fee Schedule, the OWNER shall pay CONTRACTOR an amount not to exceed the amount stated in the Fee Schedule in Exhibit B. and as stated in invoices issued for and in accordance with each Purchase Order for actual service performed during the period covered by the invoice, subject to the funding limits established in each Purchase order. Invoices are payable by the OWNER within 30 days after receipt of the approved invoice.

4. **GENERAL CONSIDERATIONS**

4.1. **Changes.** By written and/or electronic notice at any time, the OWNER may change services required by a Purchase Order, provided such changes are within the general scope of the services contemplated by this Agreement, subject to validation under any applicable cost or price analysis required by federal, state, or local law. In such an event, an equitable adjustment both in the compensation for and time of performance of the adjusted Purchase Order shall be made in writing prior to CONTRACTOR performing the changed services. Such changes can only be required by the OWNER's authorized representative.

4.2. **Access to Records.** The following access to records requirements apply to CONTRACTOR, which includes its successors, transferees, assignees, and subcontractors: (a) CONTRACTOR agrees to provide the OWNER, the State of Florida, the Comptroller General of the United States, or any of their authorized representatives access to any books, documents, papers, and records which are directly pertinent to this Agreement for the purpose of making audits, examinations, excerpts, and transcriptions; (b) CONTRACTOR agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed for service being completed under this Agreement.

4.3. **Confidentiality and Proprietary Information.** CONTRACTOR will hold secret and confidential all information designated by the OWNER as confidential under Florida Public Records law (Confidential Information). CONTRACTOR will not reveal Confidential Information to a third party unless: (a) such disclosure of information deemed Confidential is permitted by law (b) the OWNER consents in writing; (c) applicable law, regulation, court order or an agency of competent jurisdiction requires its disclosure;. All drawings, specifications, technical information, and other information furnished to the OWNER by CONTRACTOR or developed by CONTRACTOR in connection with the service are, and will remain, the property of the OWNER.

4.4. **Disputes.** If a dispute or complaint (collectively referred to as a "Dispute") arises concerning this Agreement, the OWNER and CONTRACTOR will negotiate a resolution of the Dispute. Should negotiation be unsuccessful, mediation of the Dispute by a third party shall follow. Any time which elapses in attempting to resolve the Dispute through either or both negotiation or mediation shall extend day-for-day any applicable statute(s) of repose or limitation of actions.

4.5. **Negotiation.** Following written notice of a Dispute, a minimum of one face-to-face meeting (or less if the Dispute is resolved) shall be held.

- 4.6. **Mediation.** If negotiation is unsuccessful, a mutually acceptable third party [**Facilitator**] having expertise in the subject of the Dispute shall be engaged to mediate the Dispute. The fee and expenses of the Facilitator shall be shared equally by the parties to the Dispute. The parties may present evidence and arguments to the Facilitator. Unless the Facilitator and the parties agree otherwise, a minimum of one face-to-face meeting shall be held within the sixty-day period beginning on the date of the Facilitator's engagement. Following the meeting or earlier if appropriate, the Facilitator shall report to the parties whether he believes the Dispute is resolvable through mediation. At that point the parties shall elect (a) to continue mediation, (b) replace the Facilitator and continue mediation, or (c) end mediation. If the mediation is ended, the parties may litigate the Dispute.
- 4.7. **Remedies.** Nothing in this Agreement otherwise prevents the OWNER from utilizing any available remedies, administrative, contractual, or legal, where CONTRACTOR has been found to have violated or breached the terms of this Agreement, subject to the Limitation of Liability provision below.
- 4.8. **Insurance.** CONTRACTOR will maintain **insurance** against the following risks during the term of the Agreement: (a) workers compensation in statutory amounts and employer's liability for CONTRACTOR's employees' project-related injuries or disease; (b) general liability and automobile liability each in the amount of \$1,000,000 for personal injury or property damage to third parties which arises from CONTRACTOR's performance under this Agreement; and (c) professional liability in the amount of \$1,000,000 for legal obligations arising out of CONTRACTOR's failure to meet the Standard of Care.
- 4.8.1. Comprehensive Auto Liability Insurance covering all owned, non-owned and hired vehicles used in connection with the performance of service under this Agreement, with a combined single limit of liability for bodily injury and property damage no less than:
- 4.8.1.1. Any Auto (Symbol 1) Combined Single Limit (Each Accident) - \$1,000,000
 - 4.8.1.2. Hired Autos (Symbol 8) Combined Single Limit (Each Accident) - \$1,000,000
 - 4.8.1.3. Non-Owned Autos (Symbol 9) Combined Single Limit (Each Accident) - \$1,000,000
- 4.8.2. Comprehensive General Liability Insurance written on an occurrence basis including, but not limited to coverage for bodily injury and property damage, personal & advertising injury, products & completed operations, and contractual liability. Coverage must be written on an occurrence basis, with limits of liability no less than:
- 4.8.2.1. Each Occurrence Limit - \$1,000,000
 - 4.8.2.2. Personal & Advertising Injury Limit - \$1,000,000
 - 4.8.2.3. General Aggregate Limit - \$2,000,000
 - 4.8.2.4. Products & Completed Operations Aggregate Limit - \$2,000,000
- 4.8.3. Workers' Compensation and Employers' Liability Insurance covering all employees, and/or volunteers of the CONTRACTOR engaged in the performance of the Scope of Service associated with this Agreement. In the event any service is sublet, the CONTRACTOR shall require the subcontractors similarly to provide Workers' Compensation Insurance for all the latter's employees unless such employees are covered by the protection afforded by the CONTRACTOR. Coverage for the CONTRACTOR and its subcontractors shall be in accordance with applicable state and/or federal laws that may apply to Workers' Compensation Insurance with limits of liability no less than:

- 4.8.3.1. Workers' Compensation: Coverage A – Statutory
- 4.8.3.2. Employers Liability: Coverage B \$1,000,000 – Each Accident
 - 4.8.3.2.1. \$1,000,000 Disease – Policy Limit
 - 4.8.3.2.2. \$1,000,000 Disease – Each Employee
 - 4.8.3.2.2.1. If CONTRACTOR claims to be exempt from this requirement, CONTRACTOR shall provide CITY proof of such exemption along with a written request for CITY to exempt CONTRACTOR, written on CONTRACTOR letterhead.
- 4.8.4. Umbrella/Excess Liability Insurance in the amount of \$2,000,000, as determined appropriate by the DISTRICT depending on the type of job and exposures contemplated. Coverage must follow the form of General Liability, Auto Liability and Employer's Liability. This coverage shall be maintained for a period of no less than the later of three (3) years after the delivery of goods/services or final payment pursuant to the Agreement. The Coral Springs Improvement District must be shown as an additional insured with respect to this coverage. The DISTRICT'S additional insured status shall extend to any coverage beyond the minimum limits of liability found herein. The Coral Springs Improvement District shall be named as an Additional Insured on each of the General Liability policies required herein.
- 4.8.5. CONTRACTOR shall name the DISTRICT, as an additional insured on each of the General Liability policies required herein and shall hold the DISTRICT, its elected and appointed officers, agents, employees, and instrumentalities harmless on account of claims for damages to persons, property or premises arising out of the services provided hereunder.
- 4.8.6. Any insurance required of the CONTRACTOR pursuant to this Agreement must also be required of any subcontractor in the same limits and with all requirements as provided herein, including naming the DISTRICT as an additional insured, in any service that is subcontracted unless such subcontractor is covered by the protection afforded by the CONTRACTOR and provided proof of such coverage is provided to DISTRICT. The CONTRACTOR and any subcontractors shall maintain such policies during the term of this Agreement
- 4.8.7. The DISTRICT reserves the right to require any other additional types of insurance coverage and/or higher limits of liability it deems necessary based on the nature of service being performed under this Agreement.
- 4.8.8. The insurance requirements specified in this Agreement are minimum requirements and in no way reduce any liability the CONTRACTOR has assumed in the indemnification/hold harmless section(s) of this Agreement.

4.9. Indemnification

To the fullest extent permitted by laws and regulations, Contractor shall indemnify and hold harmless the agency, and its officers and employees, from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the design professional and other persons employed or utilized by the design professional in the performance of the contract.

- 4.10. **Assignment Rights.** OWNER may offer adoption of this agreement in whole to other local governing agencies with the express written approval of the CONTRACTOR. The OWNER makes no guarantee of assignment, and the CONTRACTOR maintains the right to refuse services to other local governing agencies.

- 4.11. **Interpretation.** This Agreement shall be interpreted in accordance with the laws of the State of Florida.
- 4.12. **Successors.** This Agreement is binding on the successors and assignees of the OWNER and CONTRACTOR. The Agreement may not be assigned in whole or in part to any third parties without the written consent of the OWNER.
- 4.13. **Independent Contractor.** CONTRACTOR represents that it is an independent contractor and is not an employee of the OWNER.
- 4.14. **Notices.** Written notices may be delivered in person or by certified mail, or by facsimile, or by courier or by email. All notices shall be effective upon the date of receipt by the party.
- 4.15. **Entire Agreement.** This Agreement encompasses all procurement and contract documents to include the RFQ and addenda, CONTRACTOR Proposal, Contract, Schedules, Attachments, and Purchase Orders executed pursuant to this Agreement. Any prior or contemporaneous agreements, promises, negotiations or representations not expressly stated herein are of no force and effect. Any modifications to this Agreement shall be in writing and signed by the OWNER and CONTRACTOR. In the event of inconsistency between the contract documents, unless otherwise provided herein, the terms of the following documents will govern in the following order of precedence:
- 4.15.1. Terms and conditions as contained in this Agreement.
 - 4.15.2. Terms and conditions contained in RFQ# 2023-05 Water/Wastewater Plant Wind Hardening, and any addenda thereto.
 - 4.15.3. Contractor's response to RFQ# 2023-05 and any subsequent information submitted by Contractor during the procurement process
 - 4.15.4. Purchase orders issued under this agreement.
- 4.16. **Waivers and Severability.** A waiver or breach of any term, condition, or covenant by a party shall not constitute a waiver or breach of any other term, condition or covenant. If any court of competent jurisdiction declares a provision of this Agreement invalid, illegal, or otherwise unenforceable, the remaining provisions of the Agreement shall remain in full force and effect.
- 4.17. **Termination for Convenience.** Upon seven (7) calendar day's written notice delivered by certified mail, return receipt requested, to the Successful Proposer, the DISTRICT may without cause and without prejudice to any other right or remedy; terminate the agreement for the DISTRICT'S convenience whenever the DISTRICT determines that such termination is in the best interest of the DISTRICT. Where the agreement is terminated for the convenience of the DISTRICT the notice of termination to the Successful Proposer must state that the contract is being terminated for the convenience of the DISTRICT under the termination clause and the extent of termination. Upon receipt of the notice of termination for convenience, the Successful Proposer shall promptly discontinue all service at the time and extent indicated on the notice of termination, terminate all outstanding sub-contractors and purchase orders to the extent that they relate to the terminated portion of the Contract and refrain from placing further orders and subcontracts except as they may be necessary, and complete any continued portions of the service.

4.18. **Default.** In the event the Successful Bidder shall default in any of the terms, obligations, restrictions or conditions in the Contract Documents, the DISTRICT shall give the Successful Bidder written notice by registered, certified mail of the default and that such default shall be corrected or actions taken to correct such default shall be commenced within four (4) hours thereof. In the event the Successful Bidder has failed to correct the condition(s) of the default or the default is not remedied to the satisfaction and approval of the DISTRICT, the DISTRICT shall have all legal remedies available to it, including, but not limited to termination of the Contract in which case the Successful Bidder shall be liable for all procurement costs and any and all damages permitted by law arising from the default and breach of the Contract.

4.19. **Effective Date.** This Agreement is effective on the date it has been executed by both Parties.

5. **SPECIAL PROVISIONS, EXHIBITS, and SCHEDULES.**

5.1. **Duties and Responsibilities of CONTRACTOR.** CONTRACTOR or its representatives may be on site during various stages of the service to observe the progress and quality of the service and to determine, in general, if the service is proceeding in accordance with the intent of the Agreement. Visits and observations made by CONTRACTOR will not relieve other contractors of their obligation to conduct comprehensive inspections of the service, to furnish materials, to perform acceptable service, and to provide adequate safety precautions.

5.2. **Limitations of CONTRACTOR's Responsibilities.** CONTRACTOR will not be responsible for other contractors' means, methods, techniques, sequences or procedures of the service, or the safety precautions, including compliance with the program's incident thereto. CONTRACTOR will not be responsible for contractors' or their subcontractor's failure to perform the service in accordance with their contract with the OWNER or any other agreement. CONTRACTOR will not be responsible for the acts or omissions of contractors, their subcontractors or any other contractors, or any of its or their agents or employees or any other persons at the site or otherwise performing any of the service.

5.3. **Schedules.** The following **Schedules** are attached to and made a part of this Agreement:

5.3.1. **Schedule A:** *Request for Proposals*

5.3.2. **Schedule B:** *Contractor Proposal*

5.3.3. **Schedule C:** *Scope of Services*

6.

6.1. **E-Verify:** CONTRACTOR certifies that it is aware of and complies with the requirements of Section 448.095, Florida Statutes, as may be amended from time to time and briefly described herein below

6.1.1. **Definitions for this Section:**

- 6.1.1.1. “**Contractor**” means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration. “Contractor” includes, but is not limited to, a vendor or consultant.
- 6.1.1.2. “**Subcontractor**” means a person or entity that provides labor, supplies, or services to or for a contractor or another subcontractor in exchange for salary, wages, or other remuneration.
- 6.1.1.3. “**E-Verify system**” means an Internet-based system operated by the United States Department of Homeland Security that allows participating employers to electronically verify the employment eligibility of newly hired employees.

6.1.2. **Registration Requirement; Termination:** Pursuant to Section 448.095, Florida Statutes, effective January 1, 2021, Contractors shall register with and use the E-Verify system in order to verify the work authorization status of all newly hired employees. Contractor shall register for and utilize the U.S. Department of Homeland Security’s E-Verify System to verify the employment eligibility of:

- 6.1.2.1. All persons employed by a Contractor to perform employment duties within Florida during the term of the contract; and
- 6.1.2.2. All persons (including sub vendors/ subconsultants/subcontractors) assigned by Contractor to perform work pursuant to the Contract with the Coral Springs Improvement District. The Contractor acknowledges and agrees that registration and use of the U.S. Department of Homeland Security’s E-Verify System during the term of the Contract is a condition of the contract with the Coral Springs Improvement District; and
- 6.1.3. The Contractor shall comply with the provisions of Section 448.095, Fla. Stat., “Employment Eligibility,” as amended from time to time. This includes but is not limited to registration and utilization of the E-Verify System to verify the work authorization status of all newly hired employees. The contractor shall also require all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The Contractor shall maintain a copy of such affidavit for the duration of the Contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. Any challenge to termination under this provision must be filed in the Circuit Court no later than twenty (20) calendar days after the date of termination. Termination of this Contract under this Section is not a breach of Contract and may not be considered as such. If this Contract is terminated

for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of one (1) year after the date of termination.

6.2. **Scrutinized Companies:** By execution of this Agreement, CONTRACTOR, its principals or owners, certify that they are not listed on the Scrutinized Companies that Boycott Israel List, Scrutinized Companies with Activities in Sudan List, Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or is engaged in business operations with Syria. In accordance with Section 287.135, Florida Statutes, as amended, a company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with any agency or local governmental entity for goods or services of:

6.2.1. Any amount of, at the time bidding on, submitting a proposal for, or entering into or renewing such Contract, the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, Florida Statutes, or is engaged in a boycott of Israel; or

6.2.2. One million dollars or more if, at the time of bidding on, submitting a proposal for, or entering into or renewing such Contract, the company:

6.2.2.1. Is on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to Section 215.473, Florida Statutes; or

6.2.2.2. Is engaged in business operations in Syria.

6.3. **Execution Authority.** This Agreement is a valid and authorized undertaking of the OWNER and CONTRACTOR. The representatives of the OWNER and CONTRACTOR who have signed below have been authorized to do so.

6.4. **Public Records.** The Parties are public agencies subject to Chapter 119, Fla. Stat. The Parties shall comply with all public records laws in accordance with Chapter 119, Fla. Stat. In accordance with state law, the Parties agrees to:

6.4.1. Keep and maintain all records that ordinarily and necessarily would be required by the Parties.

6.4.2. Provide the public with access to public records on the same terms and conditions that the Parties would provide for the records and at a cost that does not exceed the costs provided in Chapter 119, Fla. Stat. or as otherwise provided by law.

6.4.3. that public records that are exempt or confidential and exempt from public records disclosure are not disclosed except as authorized by law.

6.4.4. all requirements for retaining public records and transfer, at no cost, to the Parties all records in possession of the Parties at the termination of this Agreement and destroy any public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the Parties in a format that is compatible with the information technology systems of

the Parties. All records shall be transferred to the Parties prior to final payment being made to the Parties.

6.4.5. If either Party does not comply with this section, the non-breaching Party shall enforce the Agreement provisions in accordance with this Agreement and may unilaterally cancel this Agreement in accordance with state law.

IF THE CONTRACTOR HAS ANY QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES TO THE CONTRACTORS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, THE CONTRACTOR SHOULD CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT

Sandra Demarco

210 N. University Drive, Suite 702 Coral Springs, FL 33071

(O) 954.603.0033, Ext. 40532

Email: PublicRecords@inframark.com

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as of the day and year shown on the cover page.

CORAL SPRINGS IMPROVEMENT DISTRICT [CONTRACTOR]

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Schedule B

Request for Proposals (RFQ #2023-08)

Schedule C

Scope of Services

Statement of Purpose

The Coral Springs Improvement District (CSID) is seeking qualifications from firms to provide Architectural and Engineering (A&E) services for the design of wind hazard mitigation improvements to 6 buildings located at the CSID's water and wastewater plant at 10300 NW 11th Manor, Coral Springs, FL 33071. The scope of work includes but is not limited to the specification of impact rated windows and doors, design of structural modifications to accommodate impact rated windows and doors, design of protection for all other openings (louvers, vents and fans), design of structural modifications to existing building walls and roof, such as new roofing system, additional roof to wall connections, and additional wall reinforcement to comply with ASCE 7 and the Florida Building Code. This project is funded through the Hazard Mitigation Grant Program (HMGP) DR-4564-023-R, as approved by the Florida Division of Emergency Management (Division) and the Federal Emergency Management Agency (FEMA).

As a Hazard Mitigation Grant Program (HMGP) project, 32 windows, 25 doors and 21 louvers will be replaced with impact rated windows and doors or designed protection for all other openings such as louvers, vents, and fans. Additionally, the roofing system shall be redesigned to meet current Florida Building Code requirements, roof to wall connections improved and additional wall reinforcement designed to cause the structures to comply with ASCE 7 and the Florida Building Code.

Schedule D

Contractor Proposal

Thursday, January 25, 2024
10:00am



SIGN-IN SHEET FOR BID OPENING
WATER/WASTEWATER PLANT WIND HARDENING
REQUEST FOR QUALIFICATION (RFQ) # 2023-08

Name	City/Company	Phone#	Email	Signature
Danielle Keira-Cancel	CSID	954-796-6620	daniellec@csidfl.org	
Glen Hanks	CSID	954-715-7768	glenh@csidfl.org	
Joe Stephens	CSID	954-796-6667	joes@csidfl.org	
David McIntosh	CSID	954-796-6614	davidm@csidfl.org	



CORAL SPRINGS IMPROVEMENT DISTRICT WATER/WASTEWATER PLANT WIND HARDENING - CCNA RFQ # 2023-08 | Due: January 25, 2023



CPZ Architects, Inc.

4316 West Broward Boulevard, Plantation, FL 33317
1601 Belvedere Rd, S-350, West Palm Beach, FL 33406
1717 20th Street Unit 1, Vero Beach, Florida 32960
200 N. El Mar Drive, Suite 201, Jensen Beach, FL 34957
Chris P. Zimmerman, AIA | (954) 792-8525 | Chris@cpzarchitects.com

TAB 1





SERVICES

- Site/space Planning
- Programming
- Specifications
- Project Phasing
- Cost Estimating
- Planning & Scheduling
- Feasibility Studies
- Conceptual Design
- Architectural Design
- Historical Preservation
- ADA Analysis & Design
- Engineering/Consultant Coordination
- Bidding/Permitting
- Construction Administration
- LEED Design
- Sustainable Design
- Computer-Aided Design
- Building Information Modeling (BIM) 3-D
- Renderings

PROFESSIONAL AFFILIATIONS

- American Institute of Architects
- County Business Enterprise (CBE)
- Plantation Chamber of Commerce

REPRESENTATIVE CLIENTS

- St. Lucie County
- Broward County
- City of Coral Springs
- City of Fort Lauderdale
- City of Lauderdale Lakes
- City of Margate
- City of Miami Gardens
- City of Sunrise
- City of Coconut Creek
- City of Miramar
- City of Dania
- City of Tamarac
- City of Hollywood CRA
- Town of SW Ranches
- Town of Davie
- Midgard Management
- Crimson Services Patrinely
- U.S. Federal Reserve Bank
- Broward Sherriff's Office
- NSU

CPZ Architects, Inc. is pleased to submit for Request for Qualifications #2023-08 for Coral Springs Improvement District's (CSID) Water/Wastewater Plant Wind Hardening-CCNA proposal. CPZ Architects has served many clients throughout Florida and is still serving many of these clients on a continuing basis. CPZ is located in Plantation, with branches in West Palm Beach, Jensen Beach and Vero Beach, Florida. We are located 12 miles from the Coral Springs Improvement District. With our proximity, we will be able to serve your project needs without limitation. We have extensive experience and can assure CSID that we will offer the best projects within budget and schedule. Our firm's experience in design and facility hardening, in our opinion, makes us the most qualified team to provide these services to CSID.

Founded in 2002, CPZ is a small firm where the firm owner and principal, Chris P. Zimmerman, AIA, is involved and oversees all projects. Chris' personal history includes growing up in Fort Lauderdale and having over 35 years of governmental experience in providing architectural services. Mr. Zimmerman served 10 years as the City of Fort Lauderdale's architect and is a licensed Florida general contractor. It is this experience and reputation that are important and ensure that our projects are completed to a high standard. His special combination of experiences offers a unique perspective and approach to design.

CPZ Architects is an 18-person architectural firm with 4 registered architects, 5 project managers, 6 associate architects and 3 support staff. This comprehensive staff provides a wide variety of design and construction experience to assist in the successful completion of your projects. A project manager(s) is also assigned to each "client" and not just to a project. This establishes a relationship with our clients and will assist us in gaining a full understanding of their needs. You will have the same project manager(s) from the start of a project through to the end of construction, also providing the continuity required for a successful project completion.

Chris P. Zimmerman, AIA, will be your project principal. Joe Barry, AIA, your senior project architect and Jayson Hall, your senior project manager can be made available at a moment's notice. Our business success reflects the quality and skill of our people.

CPZ is committed to seeking out and retaining the finest talent to ensure top business growth and performance.

Diversity management benefits individuals, teams, our company, and our clients. We recognize that each team member brings their own unique capabilities, experiences and characteristics to their work. As an

"I have worked for the City of Coral Springs for 28 years and have to say that CPZ is one of the best firms the city has ever hired." Chief Curan

organization, we value the contributions brought to us through these diverse perspectives.



RESPONSIVE DESIGN. Meeting our client's project goals through design solutions that achieve harmony of function, aesthetics, quality, budget, and schedule is the guiding principle of CPZ Architects, Inc. CPZ Architects' design approach centers on the mindset, proven by experience, that even the most basic building can be designed to provide an economical, innovative, and award-winning solution. Toward this end, we work in full collaboration with our client to achieve the optimum design solution and desired project results. Functionality, image, and quality requirements are balanced with budgetary and schedule parameters.

The results of this approach are seen in the success of the diverse designs of the firm, from public safety complexes to parks and recreational facilities that foster pride in the communities they serve. We continually strive for design excellence, transforming our client's vision into a striking expression of their mission and principles- delivered on time and on budget with value added each step of the way.

EFFECTIVE PROJECT MANAGEMENT. Communication and coordination are key elements in CPZ Architects' approach to project management. CPZ serves as the project team's single point of contact for all client communications. The engineering and other professional consultants are chosen for their direct experience and expertise for the specific project. We strive to maintain a small office environment, where you, our client, receive the benefit of having the firm principal involved specifically in your project from the beginning of design until the final punch list item is completed. As a testament to our quality design, construction documents and dedication to our clients, CPZ Architects has NEVER been involved in any litigation.

BUILDING LASTING RELATIONSHIPS. Our commitment to client satisfaction has built more than 20 long-term client/CPZ relationships and a reputation for superior, responsive client service. We strive to not only meet but exceed our clients' expectations at all levels. Our goal is a project of which our clients, their community, and we can be proud. As testament to our professionalism, design quality, and dedicated service, we take pride in our record of repeat work for multiple clients- a 75% repeat client rate.

Your district deserves the attention of an architectural team that understands the needs of a building owner: "good solid design that is well detailed, constructed efficiently, and where the entire project is completed on time and within budget". We understand the importance of maintaining both the project schedule and budget throughout the projects.

CPZ is committed to meeting the expectations of CSID and this RFQ. Furthermore, CPZ confirms that during the term of the agreement, CPZ shall continue to ensure that all required licenses, specifications and permits required under this proposal, state and local laws, will remain in good standing in order to perform the services.

"Provide quality architecture that builds lasting relationships" is the philosophy from which this firm was founded, and we strive to adhere to it every day. We look forward to serving CSID in the same manner.

Respectfully,

Chris P. Zimmerman, AIA, President
CPZ Architects, Inc.

TAB 2



TAB 1	EXECUTIVE SUMMARY	PAGE 2
TAB 2	TABLE OF CONTENTS	PAGE 5
TAB 3: SECTION 1	FIRM QUALIFICATIONS & REFERENCES	PAGE 7
TAB 4: SECTION 2	PROJECT UNDERSTANDING	PAGE 59
TAB 5: SECTION 3	REQUIRED FORMS	PAGE 66

TAB 3: SECTION 1





ARCHITECT-ENGINEER QUALIFICATIONS

PART I - CONTRACT-SPECIFIC QUALIFICATIONS

A. CONTRACT INFORMATION

1. TITLE AND LOCATION *(City and State)*
 Water/Wastewater Plant Wind Hardening - (CCNA) (HMGP) : Coral Springs, Florida

2. PUBLIC NOTICE DATE
 December 4, 2023

3. SOLICITATION OR PROJECT NUMBER
 2023-08

B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE
 Chris P. Zimmerman, AIA | President

5. NAME OF FIRM
 CPZ Architects, Inc.

6. TELEPHONE NUMBER
 954-792-8525

7. FAX NUMBER
 N/A

8. E-MAIL ADDRESS
 chris@cpzarchitects.com

C. PROPOSED TEAM

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

	<i>(Check)</i>			9. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT
	PRIME	J-V PARTNER	SUBCONTRACTOR			
a.	X			CPZ Architects, Inc. <input type="checkbox"/> CHECK IF BRANCH OFFICE	4316 W, Broward Blvd. Plantation, Florida 33317	Architect
b.		X		MUEngineering, Inc. <input type="checkbox"/> CHECK IF BRANCH OFFICE	3440 NE 12th Avenue Oakland Park, FL 33334	Structural
c.		X		OCI Associates, Inc. <input type="checkbox"/> CHECK IF BRANCH OFFICE	2 Harvard Circle Suite 100 West Palm Beach, FL 33409	MEP
d.		X		CMS - Construction Management Services <input type="checkbox"/> CHECK IF BRANCH OFFICE	11555 Heron Bay Blvd. Suite 204 Coral Springs, FL 33076	Cost Estimation
e.		X		CHA Solutions <input type="checkbox"/> CHECK IF BRANCH OFFICE	4700 Riverside Drive Suite 110 Coral Springs, FL 33067	Water/Wastewater Process Support
f.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		

D. ORGANIZATIONAL CHART OF PROPOSED TEAM

(Attached)




Prime Professional / Team Leader
CPZ Architects, Inc.
CHRIS P. ZIMMERMAN, AIA, NCARB
 President/ Project Principal- AR0010995
 Joseph J. Barry, Senior Project Architect- AR96502
 Jayson Hall, Senior Project Manager

CBE PROFESSIONALS

MEP Engineering
OCI Associates, Inc.
 Jason Smith, PE, LEED AP BD+C, CEM - PE57743
 Sudharma Wijegunawardana, PE, LEED AP, LC -
 PE63143
 Kaz Kazeminia, NICET



Water/Wastewater Process Support
CHA Solutions
 Douglas Hammann, PE - PE0589
 Bryant Facey, PE - PE76026



Structural Engineering
MUEngineering, Inc.
 Marcus Unterweger, P.E., S.I., LEED AP -
 PE63860
 Ricardo Madriz, P.E., LEED AP - PE68444



Cost Estimation
CMS- Construction Management Services
 Richard Miller
 Ramesh Talwar





E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Chris P. Zimmerman, AIA		13. ROLE IN THIS CONTRACT President		14. YEARS EXPERIENCE	
				a. TOTAL 40	b. WITH CURRENT FIRM 20
15. FIRM NAME AND LOCATION <i>(City and State)</i> CPZ Architects, Inc. - Plantation, Florida					
16. EDUCATION <i>(Degree and Specialization)</i> Carnegie-Mellon University ; Bachelor of Architecture			17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> Architect: Florida: AR0010995 Carolina: 9716 Louisiana: 6826		
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i> NCARB Certification ; Florida AIA: American Institute of Architects					

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
Clewiston Police	2018	2019
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm The focus of this project was to develop a plan which met the Bond Dollars of \$500,000 provided by the state. A lobby and reception area will be carved out of the existing lobby. A call center is provided to allow for 24/7 service to the community. The current vaults will be used for the Armory and Evidence storage.		
Westside Maintenance Facility	2017	2023
b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm CPZ Architects was retained to renovate an existing building for their new vehicle maintenance building for the City of Coral Springs. The renovation of the existing vehicle maintenance building includes: demolition of existing building. This site is planned for a future parking garage. The new building is 72,394 sqft and is designed to house fire administration, fleet, central stores, city clerk storage and HR storage.		
Fire Station #64	2020	2024
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Completed a renovation of Fire Station 64. The project involved the complete remodeling of the fire station to provide an up-to-date fire station and more importantly improve the functionality of the station. The design and construction documents were developed into a two-phase project allowing the fire station to maintain its operation during the construction process.		
Kiwanis Park Community Center	2016	2025
d. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm a complete overhaul and renovation of the existing park grounds to give its residents a new place for walking, enjoying nature and community engagement. CPZ will be re-purposing the existing Fire Station #64 into a new Community Center providing: Interior Appurtenances to include new office space, a teaching kitchen, break room, open conference room, and multipurpose indoor gym. Exterior Appurtenance to include multi-sports court and additional parking.		
Coral Springs Police Station	2006	2010
e. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Comprehensive 3-phase renovation, expansion and hurricane hardening of existing 60,000 sf facility, including new 2-story, 11,000 sf addition for state-of-the-art Emergency Management and Fire Department operations. New facilities also include a 9,800 sq. ft. LEED Certified Gold Fire Station, the first of its kind in Broward County.		



E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Jayson Hall		13. ROLE IN THIS CONTRACT Senior Project Manager		14. YEARS EXPERIENCE	
				a. TOTAL 18	b. WITH CURRENT FIRM 18
15. FIRM NAME AND LOCATION <i>(City and State)</i> CPZ Architects, Inc. - Plantation, Florida					
16. EDUCATION <i>(Degree and Specialization)</i> Florida Atlantic University- Bachelor of Architecture - 5 Years			17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> N/A		
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i> National Council of Architectural Registration, Sunrise Chamber of Commerce					

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
Fire Station #95	2013	2018
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm CPZ completed both Coral Springs new Fire Stations #43 & #95. Fire Station #95 is in an existing park on Lakeview Drive and Fire Station 43 replaced the existing station on Rock Island & Wiles Road. The same prototype station was used in two separate locations as a means of savings on Design and Construction costs for the City. Design of both new stations reflects the Mediterranean style Architecture predominant in the adjacent residential neighborhoods at both locations.		
Westside Maintenance Facility	2017	2023
b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm CPZ Architects was retained to renovate an existing building for their new vehicle maintenance building for the City of Coral Springs. The renovation of the existing vehicle maintenance building includes: demolition of existing building. This site is planned for a future parking garage. The new building is 72,394 sqft and is designed to house fire administration, fleet, central stores, city clerk storage and HR storage.		
Fire Station #64	2020	2024
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Completed a renovation of Fire Station 64. The project involved the complete remodeling of the fire station to provide an up-to-date fire station and more importantly improve the functionality of the station. The design and construction documents were developed into a two-phase project allowing the fire station to maintain its operation during the construction process.		
Kiwanis Park Community Center	2016	2025
d. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm a complete overhaul and renovation of the existing park grounds to give its residents a new place for walking, enjoying nature and community engagement. CPZ will be re-purposing the existing Fire Station #64 into a new Community Center providing: Interior Appurtenances to include new office space, a teaching kitchen, break room, open conference room, and multipurpose indoor gym. Exterior Appurtenance to include multi-sports court and additional parking.		
Coral Springs Police Station	2006	2010
e. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Comprehensive 3-phase renovation, expansion and hurricane hardening of existing 60,000 sf facility, including new 2-story, 11,000 sf addition for state-of-the-art Emergency Management and Fire Department operations. New facilities also include a 9,800 sq. ft. LEED Certified Gold Fire Station, the first of its kind in Broward County.		



E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Joseph J. Barry, AIA		13. ROLE IN THIS CONTRACT Senior Project Architect		14. YEARS EXPERIENCE	
				a. TOTAL 28	b. WITH CURRENT FIRM 4
15. FIRM NAME AND LOCATION <i>(City and State)</i> CPZ Architects, Inc. - Plantation, Florida					
16. EDUCATION <i>(Degree and Specialization)</i> Pratt Institute - Bachelor of Architecture			17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> Architect: Florida: AR96502 New York: 030787		
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i> NCARB Certification ; Florida AIA: American Institute of Architects					

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
Port St. Lucie Police Training Facility	2020	2024
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Designed at approximately 26,787 SF and includes a 20-lane tactical target range measuring 40 yards. The support spaces in the facility include a control room for the firing range, a MILO training room, storage for ammo and armory, and administrative offices.		
Port St. Lucie Public Works Building	2020	2024
b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm CPZ Architects was selected as the design criteria professionals for the new public works consolidated facility. The new facility will be home to several divisions of public works including Surveying, Construction and Permitting Inspections, Environmental Services, Drainage and Streets, Fleet and Facilities, Stormwater and NPDES.		
Fusion Center- Emergency Management Services Seminole Tribe of Florida	2019	2020
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Design for new 4,600sf Fusion Center will consist of 6-person monitoring stations, Office of Emergency Management with support offices, break room and conference rooms. Project design commenced early 2020 with anticipated construction to be completed Fall 2020.		
Beach/Street Barriers Hollywood Beach, Florida	2019	2023
d. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm CPZ Architects developed a Design Criteria Package for the design and installation of traffic barriers at 5 locations along the Boardwalk to prevent vehicles from entering the Boardwalk except for emergency and service vehicles. We met with the CRA Board and City Fire, Police, Sanitation personnel through a site selection process.		
Broward County Consulting Services for Consolidated Facilities Maintenance Building	2019	2023
e. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm The first phase will be the programming phase. The second phase will be the design and preparation of construction documents and permitting phase. The third phase will be the construction of the facility during such a time that construction activities won't interrupt port operations, including but not limited to, traffic, taxi movement and staging, stores truck staging and movement and other vehicle operation that could potentially impact the port's ability to service its clients and maritime operations.		



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
1

21. TITLE AND LOCATION <i>(City and State)</i> Tamarac Water Treatment Building	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2019	CONSTRUCTION <i>(If applicable)</i> 2024

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER City of Tamarac	b. POINT OF CONTACT NAME Ron Stein	c. POINT OF CONTACT TELEPHONE NUMBER (954) 597-3716
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

The main goals of the project were to have a new two-story administrative building of approximately 12,500 sq.ft designed as an “essential facility” and to meet “LEED standards” taking advantage of natural lighting and introducing solar energy systems. This building contains labs and control room that overlooks the plant operations and is proposed to be directly connected to the tanks and filtrations systems through overhead walkways/bridges. In addition to the main administrative building, CPZ will assist engineering consultants in designing the exteriors for new motor control, fluoride, and NaOCL buildings on the site. The city wanted to redevelop the entire site with new building structures for the administration offices and several accessory buildings to the water treatment plant in a way that its operation is not affected during construction. Therefore, the project is designed to be built in two phases. 1. the new building will be built on a location that does not require the demolition of the existing infrastructure in Phase 1. 2. the existing building will be demolished and site work will begin as all operations transfer to new admin building. The location of the project in proximity to residential neighborhood of the City of Tamarac gives an excellent opportunity for the project to be designed as a city landmark and incorporates the building elements for the city’s existing architecture. \$35 million



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME CPZ Architects, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Plantation, Florida	(3) ROLE Architect
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

(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
2

21. TITLE AND LOCATION <i>(City and State)</i> Coral Springs Westside Maintenance Facility Master Plan	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2018	CONSTRUCTION <i>(If applicable)</i> 2022

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER City of Coral Springs	b. POINT OF CONTACT NAME John Barry	c. POINT OF CONTACT TELEPHONE NUMBER (954) 346-1284
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

1. Demolition of existing Westside Vehicle Maintenance Building (Metal Building). This site is planned for a future parking garage equipped with a car wash. 2. The new building has been designed to serve as the new Westside Vehicle Maintenance Facility. The proposed 72,394 SF building is designed to house the Fire Administration, Fleet, Central Stores, City Clerk Storage, and HR Storage.

- Fleet: The new 30,552 SF, 2-story Fleet area includes offices for Fleet employees, restrooms, reception area, lobby, storage rooms, conference room, copy rooms, and break room. This area also includes a garage area and is equipped with (8) car bays, small engine repair bay, (3) Fire Truck Bays, EMS Truck Bay, Motorcycle Bay, Alignment Bay, parts storage, offices, media rooms, break room, storage rooms, and locker rooms.
- Central Stores: The new 9,277 SF, 2-story Central Stores area includes open office area for future Central Stores employees, restroom, conference room, Fleet Pick-up Counter, EMS Storage, mezzanine storage, warehouse storage, and loading docks. The primary function of this portion of the building is for the city's Central Stores.

The existing building and new building additions have been designed as an essential facility to withstand 210 mph wind loads, Risk Category IV. This building serves as an EOC during a hurricane event. The entire building is on a 100% emergency backup generator to run the building for 72 hours continuous during a state of emergency.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME CPZ Architects, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Plantation, Florida	(3) ROLE Architect
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

(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
3

21. TITLE AND LOCATION <i>(City and State)</i> Clewiston Police Station	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2006	CONSTRUCTION <i>(If applicable)</i> 2010

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER City of Clewiston	b. POINT OF CONTACT NAME Chief Aaron Angell	c. POINT OF CONTACT TELEPHONE NUMBER 853-983-1474 ext. 243
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*
 This project consisted of the conversion of an existing 5,600 square foot bank building into a Police Station for the City of Clewiston, Florida. The focus of this project was to develop a plan which met the Bond Dollars of \$500,000 provided by the state. A lobby and reception area will be carved out of the existing lobby. A call center is provided to allow for 24/7 service to the community. The current vaults will be used for the Armory and Evidence storage. The offices and support areas remain largely unchanged. A new holding and booking area have been planned for the location currently occupied by the drive-up teller and the Drive Thru lanes.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.	CPZ Architects, Inc.	Plantation, Florida	Architect
b.			
c.			
d.			
e.			
f.			



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
4

21. TITLE AND LOCATION <i>(City and State)</i> Fire Station #64	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2005	CONSTRUCTION <i>(If applicable)</i> 2010

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER City of Coral Springs	b. POINT OF CONTACT NAME Frank Babinec	c. POINT OF CONTACT TELEPHONE NUMBER (954) 344-1142
---	---	--

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

CPZ Architect's completed a renovation of Fire Station 64, at Ramblewood Drive in the City of Coral Springs. The project involved the complete remodeling of the Fire Station to provide an up-to-date Fire Station and more importantly improve the functionality of the station. The design and construction documents were developed into a two-phase project, allowing the Fire Station to maintain its operation during the construction process. A temporary modular dormitory was installed on site to provide temporary living quarters during the construction process.

The final station design included:

- New dorm rooms
- Private restroom facilities
- New kitchen
- Dayroom area
- The 2 bay apparatus areas were converted into a drive through bay



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME CPZ Architects, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Plantation, Florida	(3) ROLE Architect
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
(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
 5

21. TITLE AND LOCATION <i>(City and State)</i> Kiwanis Park	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2020	CONSTRUCTION <i>(If applicable)</i> 2024

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER City of Coral Springs	b. POINT OF CONTACT NAME Robert Hunter Jr.,	c. POINT OF CONTACT TELEPHONE NUMBER 954-344-1841
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

As a continuation to the efforts by CPZ Architects of replacing the existing Fire Station #64 with a new building on the NE corner of Kiwanis Park, the City of Coral Springs seized the opportunity on doing a complete overhaul and renovation of the existing park grounds to give its residents a new place for walking, enjoying nature and community engagement. CPZ will be re-purposing the existing Fire Station #64 into a new Community Center providing: Interior Appurtenances to include new office space, a teaching kitchen, break room, open conference room, and multipurpose indoor gym. Exterior Appurtenance to include multi-sports court and additional parking. Expanding its walking paths to take advantage of the park perimeter and its nature scenic views. Building an elevated boardwalk over the remnants of a previous nature path within an existing Nature Conservation Area. Adding a Community Garden with a connecting walkway to the Community Center. Replacing two fabric pavilions with a new rectangular metal pavilion.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.	CPZ Architects, Inc.	Plantation, Florida	Architect
b.			
c.			
d.			
e.			
f.			



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
CPZ											
Chris P. Zimmerman, AIA	Principal Architect	X	X	X	X						
Joseph J. Barry, AIA	Senior Project Architect	X									
Jayson A. Hall	Senior Project Manager	X	X	X	X						
OCI											
Jason Smith, PE	Mechanical Engineer										
Sudharma Wijegunawardana, PE	Electrical Engineer										
Kaz Kazeminia, NICET	Plumbing & Fire Prot.										
MUE											
Marcus Unterweger, PE	Principal		X		X	X					
Ricardo Madriz, PE	VP of Engineering		X		X	X					
CMS											
Richard Miller	Chief Estimator		X		X	X					
Ramesh Talwar	Senior Estimator		X		X	X					
CHA											
Douglas Hammann, PE	Proj.Mgr / Sr. Engineer	X									
Bryant Facey, PE	Sr. Project Engineer	X									

29. EXAMPLE PROJECTS KEY

NUMBER	TITLE OF EXAMPLE PROJECT (From Section F)	NUMBER	TITLE OF EXAMPLE PROJECT (From Section F)
1	Tamarac Water Treatment Plant	6	
2	Westside Maintenance Facility Master Plan	7	
3	Clewiston Police Station	8	
4	Fire Station #64	9	
5	Kiwanis Park	10	



H. ADDITIONAL INFORMATION

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

UNIQUE EXPERIENCE. CPZ Architects can offer Coral Springs Improvement District a unique design experience. Our many years of service to Municipalities enables us to bring an understanding of CSID’s current facilities standards, its environment, and design goals. Our firm’s breadth of experience with a diverse group of cities within South Florida, from the City of Doral to the City of Fort Pierce, provides us with a thorough understanding of municipal government design. Our president, Chris P. Zimmerman, AIA, brings to his firm the unique perspective of both architect and owner. Through his prior experience as principal of an architectural firm and earlier as senior architect with the City of Fort Lauderdale, he brings a distinctly client-oriented point of view, coupled with architectural expertise and project management efficiency to each CPZ project.

RESPONSIVE DESIGN. CPZ Architects’ design approach centers on the philosophy, proven by experience, that even the most basic building can be designed to provide an economical, innovative and award-winning solution. Toward this end, we work in full collaboration with our client to achieve the optimum design solution that represents our client’s vision, goals and objectives. We listen to our clients. We approach each project with our passion for creativity, technical expertise, commitment, and proven experience. Our integrated approach considers not only the whole building and its many parts, but also its contribution to the environment in which it sits. We continually strive for design excellence, transforming our client’s vision into a striking expression of their mission and principles – delivered on time and in budget with value added each step of the way.

EFFECTIVE PROJECT MANAGEMENT. Communication and coordination are key elements in CPZ Architects’ approach to project management. With each project, we implement a three-pronged approach to managing the effective and efficient execution of our client’s project: (1) Our principal-in-charge and Quality Control Manager, Mr. Zimmerman, participates in every project, providing oversight and ensuring quality of services provided and (2) Each project is assigned a Senior Project Manager to facilitate the effective and efficient execution of our client’s project and will remain with the project to its conclusion and (3) in-depth project team review meetings are held at each phase of the project, with client participation, to ensure a well coordinated project. The result is a record over the last 5 years of obtaining competitive bids within 5% of the client’s construction budget, and a change order rate for design changes of less than 8%.

BUILDING LASTING RELATIONSHIPS. We strive to not only meet but exceed our client’s expectations at all levels. Our clients appreciate our ready accessibility, immediate response, and quick problem resolution. Personal attention – to client needs, the details of design documents, innovative solutions, and team coordination – is the hallmark of CPZ Architects professional practice. As testament to our professionalism, design quality, and dedicated service, we take pride in our record of repeat work for multiple clients – a 75% repeat client rate.



I. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

31. SIGNATURE

32. DATE

12/21/2023

33. NAME AND TITLE

Chris P. Zimmerman, AIA | President



E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Jason Smith, PE, LEED AP BD+C, CEM Principal + Director of Mechanical Engineering		13. ROLE IN THIS CONTRACT Mechanical Engineer of Record (MEOR)		14. YEARS EXPERIENCE	
				a. TOTAL 35	b. WITH CURRENT FIRM 31
15. FIRM NAME AND LOCATION (City and State) OCI Associates, Maitland, Florida					
16. EDUCATION (Degree and Specialization) Bachelor of Science, Electrical Engineering, University of Central Florida				17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) Professional Engineer Florida #57743	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) As the Director of Mechanical Engineering, Jason leads the Mechanical departments at OCI's headquarters and branch offices throughout the U.S. He is responsible for the day-to-day operations of the department and the design of all mechanical scopes for projects. He has a diverse portfolio that showcases the projects he has completed for educational, municipal, commercial, industrial, hi-rise facilities and more. Jason is a seasoned expert in the MEP field and is a Certified Energy Manager and LEED Accredited Professional for Building Design and Construction.					

19. RELEVANT PROJECTS

a.	(1) TITLE AND LOCATION (City and State) City of Hollywood Police Headquarters & Fleet Maintenance Facility Hollywood, Florida		(2) YEAR COMPLETED	
			PROFESSIONAL SERVICES Est. 2024	CONSTRUCTION (If applicable) Est. 2026
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Mechanical EOR 120,00 SF \$72.5 Mil <u>Hardened Cat. 5</u> MEP/FP/LV/Cx The new Police Headquarters will feature an administration and public information center for 425 employees, an evidence building for internal affairs, SWAT, Special Ops Support, Patrol Holding, quartermaster and gun range, and a vehicle fleet maintenance facility.		<input checked="" type="checkbox"/> Check if project performed with current firm	
b.	(1) TITLE AND LOCATION (City and State) City of Longwood Fire Station #15 Longwood, Florida		(2) YEAR COMPLETED	
			PROFESSIONAL SERVICES Est. 2024	CONSTRUCTION (If applicable) Est. 2025
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Mechanical EOR 3-Bays 14,730 SF \$4 Mil <u>Hardened Cat. 3</u> <u>FEMA Funded</u> MEP/FP/LV New Construction Prototype fire station with 3 apparatus bays, bunker gear storage, laundry/decontamination room, spare equipment/hose room, breathing air compressor room, an EMS supply room, watch offices, dormitories, kitchen, bathrooms, dayroom, locker room, training/EOC, fitness room, and lobby.		<input checked="" type="checkbox"/> Check if project performed with current firm	
c.	(1) TITLE AND LOCATION (City and State) Town of Jupiter Municipal Complex & Emergency Operations Center Jupiter, Florida		(2) YEAR COMPLETED	
			PROFESSIONAL SERVICES 2020	CONSTRUCTION (If applicable) 2021
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Mechanical EOR 38,828 SF \$20 Mil <u>Hardened Cat. 5</u> MEP/FP/LV The complex includes a Police Headquarters, Emergency Operations Center, and the Town's 2,000 SF data center. Features conference spaces, a daily briefing room, a training room, a Veteran's Memorial, and an emergency generator.		<input checked="" type="checkbox"/> Check if project performed with current firm	
d.	(1) TITLE AND LOCATION (City and State) Greater Seminole Tribe Pump Building Hollywood, Florida		(2) YEAR COMPLETED	
			PROFESSIONAL SERVICES 2018	CONSTRUCTION (If applicable) 2019
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Mechanical EOR 1,500 SF \$4.89 Mil Mechanical & Plumbing OCI provided mechanical and plumbing design for a new stand-alone Pump Equipment Building to support the Ground Storage Tanks. The building houses a Pump Room, Electrical Room, Storage Room, and a Chemical Feed/Storage Room.		<input checked="" type="checkbox"/> Check if project performed with current firm	
e.	(1) TITLE AND LOCATION (City and State) Hillsborough Public Safety Operations Center & Fleet Maintenance Facility Tampa, Florida		(2) YEAR COMPLETED	
			PROFESSIONAL SERVICES 2014	CONSTRUCTION (If applicable) 2016
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Mechanical EOR 78,422 SF \$36.1 Mil <u>Hardened Cat. 5</u> ME/FP USGBC LEED® Certified The new facility supports both Emergency Management and Fire Rescue in one secure and hardened complex complete with a storage warehouse, fire training facilities, Fleet Maintenance building with 9-bays for fleet services with a hydraulic lift, and fueling station,		<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 Sudharma Wijegunawardana, PE, LEED AP, LC Principal + Division Director - West Palm Beach		13. ROLE IN THIS CONTRACT Electrical Engineer of Record (EEOR)		14. YEARS EXPERIENCE	
				a. TOTAL 25	b. WITH CURRENT FIRM 20
15. FIRM NAME AND LOCATION (City and State) OCI Associates, West Palm Beach, Florida					
16. EDUCATION (Degree and Specialization) Masters of Science Electrical Engineering, University of South Florida			17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) Professional Engineer Florida #63143		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Sudharma's principal areas of design include interior/exterior lighting, building power distribution, medium voltage power distribution, emergency systems, and fire alarm systems. She has provided QA/QC and designed electrical systems as the Electrical Engineer of Record (EEOR) for 30+ government projects including hurricane hardened facilities.					

19. RELEVANT PROJECTS

a.	(1) TITLE AND LOCATION (City and State) City of Hollywood Police Headquarters & Fleet Maintenance Facility Hollywood, Florida	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES Est. 2024	CONSTRUCTION (If applicable) Est. 2026
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Electrical EOR 120,00 SF \$72.5 Mil <u>Hardened Cat. 5</u> MEP/FP/LV/Cx The new Police Headquarters will feature an administration and public information center for 425 employees, an evidence building for internal affairs, SWAT, Special Ops Support, Patrol Holding, quartermaster and gun range, and a vehicle fleet maintenance facility.	<input checked="" type="checkbox"/> Check if project performed with current firm	

b.	(1) TITLE AND LOCATION (City and State) Broward County Supervisor of Elections Ft. Lauderdale, Florida	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES Est. 2025	CONSTRUCTION (If applicable) Est. 2026
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Electrical EOR 135,361 SF \$40 Mil <u>Hardened</u> Mechanical & Electrical Renovation of 4-story office building to accommodate Supervisor of Elections administrative offices and training facilities. New Construction of operations warehouse (94,000 SF) with covered loading docks, storage, ancillary office areas, restrooms, locker rooms, breakrooms, mailroom, and printing.	<input checked="" type="checkbox"/> Check if project performed with current firm	

c.	(1) TITLE AND LOCATION (City and State) Palm Beach County Mosquito Control Building Lake Worth, Florida	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES Est. 2024	CONSTRUCTION (If applicable) Est. 2025
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Electrical EOR 17,000 SF \$7.5 Mil MEP/FP/LV New Construction The project includes a new 11,000 SF <u>Workshop/Chemical Storage Building</u> , a 6,000 SF Office with a light lab, and a 2-lane/4 station fuel island. The Chemical Storage Building, a metal structure, will include areas for terrestrial exotic chemicals and larvicide as well as restrooms and an MDF room. The site includes space for 16 service vehicles, 23 employee vehicles and 10 visitor vehicles, covered outdoor storage, and a security fence with a landscape buffer.	<input checked="" type="checkbox"/> Check if project performed with current firm	

d.	(1) TITLE AND LOCATION (City and State) Town of Jupiter Municipal Complex & Emergency Operations Center Jupiter, Florida	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2020	CONSTRUCTION (If applicable) 2021
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Electrical EOR 38,828 SF \$20 Mil <u>Hardened Cat. 5</u> MEP/FP/LV The complex includes a Police Headquarters, Emergency Operations Center, and the Town's 2,000 SF data center. Features conference spaces, a daily briefing room, a training room, a Veteran's Memorial, and an emergency generator.	<input checked="" type="checkbox"/> Check if project performed with current firm	

e.	(1) TITLE AND LOCATION (City and State) Greater Seminole Tribe Pump Building Hollywood, Florida	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2018	CONSTRUCTION (If applicable) 2019
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Electrical EOR 1,500 SF \$4.89 Mil Mechanical & Plumbing OCI provided mechanical and plumbing design for a new stand-alone Pump Equipment Building to support the Ground Storage Tanks. The building houses a Pump Room, Electrical Room, Storage Room, and a Chemical Feed/Storage Room.	<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 Kaz Kazeminia, NICET Principal + Director of Plumbing & Fire Protection		13. ROLE IN THIS CONTRACT Lead Plumbing & Fire Protection (P/FP)		14. YEARS EXPERIENCE	
				a. TOTAL 27	b. WITH CURRENT FIRM 27
15. FIRM NAME AND LOCATION (City and State) OCI Associates, Maitland, Florida					
16. EDUCATION (Degree and Specialization) American University, Washington DC			17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) NICET		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) As the Director of Plumbing and Fire Protection, Kaz is involved in all facets of the design of automatic fire protection suppression systems per NFPA 13 with supporting hydraulic calculation, design, calculations and layouts of sanitary sewer waste system, domestic water distribution, hot water and hot water return systems, storm system, medical gas, compressed air, and vacuum. He has overseen OCI's plumbing and fire protection on 70+ similar hardened facilities.					

19. RELEVANT PROJECTS

a.	(1) TITLE AND LOCATION (City and State) City of Hollywood Police Headquarters & Fleet Maintenance Facility Hollywood, Florida		(2) YEAR COMPLETED	
			PROFESSIONAL SERVICES Est. 2024	CONSTRUCTION (If applicable) Est. 2026
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Plumbing & Fire Protection 120,00 SF \$72.5 Mil <u>Hardened Cat. 5</u> MEP/FP/LV/Cx The new Police Headquarters will feature an administration and public information center for 425 employees, an evidence building for internal affairs, SWAT, Special Ops Support, Patrol Holding, quartermaster and gun range, and a vehicle fleet maintenance facility.		<input checked="" type="checkbox"/> Check if project performed with current firm	
b.	(1) TITLE AND LOCATION (City and State) City of Longwood Fire Station #15 Longwood, Florida		(2) YEAR COMPLETED	
			PROFESSIONAL SERVICES Est. 2024	CONSTRUCTION (If applicable) Est. 2025
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Plumbing & Fire Protection 3-Bays 14,730 SF \$4 Mil <u>Hardened Cat. 3</u> <u>FEMA Funded</u> MEP/FP/LV New Construction Prototype fire station with 3 apparatus bays, bunker gear storage, laundry/decontamination room, spare equipment/hose room, breathing air compressor room, an EMS supply room, watch offices, dormitories, kitchen, bathrooms, dayroom, locker room, training/EOC, fitness room, and lobby.		<input checked="" type="checkbox"/> Check if project performed with current firm	
c.	(1) TITLE AND LOCATION (City and State) Town of Jupiter Municipal Complex & Emergency Operations Center Jupiter, Florida		(2) YEAR COMPLETED	
			PROFESSIONAL SERVICES 2020	CONSTRUCTION (If applicable) 2021
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Plumbing & Fire Protection 38,828 SF \$20 Mil <u>Hardened Cat. 5</u> MEP/FP/LV The complex includes a Police Headquarters, Emergency Operations Center, and the Town's 2,000 SF data center. Features conference spaces, a daily briefing room, a training room, a Veteran's Memorial, and an emergency generator.		<input checked="" type="checkbox"/> Check if project performed with current firm	
d.	(1) TITLE AND LOCATION (City and State) Greater Seminole Tribe Pump Building Hollywood, Florida		(2) YEAR COMPLETED	
			PROFESSIONAL SERVICES 2018	CONSTRUCTION (If applicable) 2019
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Plumbing 1,500 SF \$4.89 Mil Mechanical & Plumbing OCI provided mechanical and plumbing design for a new stand-alone Pump Equipment Building to support the Ground Storage Tanks. The building houses a Pump Room, Electrical Room, Storage Room, and a Chemical Feed/Storage Room.		<input checked="" type="checkbox"/> Check if project performed with current firm	
e.	(1) TITLE AND LOCATION (City and State) Hillsborough Public Safety Operations Center & Fleet Maintenance Facility Tampa, Florida		(2) YEAR COMPLETED	
			PROFESSIONAL SERVICES 2014	CONSTRUCTION (If applicable) 2016
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Plumbing & Fire Protection 78,422 SF \$36.1 Mil <u>Hardened Cat. 5</u> ME/FP USGBC LEED® Certified The new facility supports both Emergency Management and Fire Rescue in one secure and hardened complex complete with a storage warehouse, fire training facilities, Fleet Maintenance building with 9-bays for fleet services with a hydraulic lift, and fueling station,		<input checked="" type="checkbox"/> Check if project performed with current firm	



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

ONE

21. TITLE AND LOCATION (City and State) Town of Jupiter Municipal Complex & Emergency Operations Center Jupiter, Florida	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2020	CONSTRUCTION (If applicable) 2021

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Town of Jupiter	b. POINT OF CONTACT NAME Thomas Driscoll, Director of Engineering	c. POINT OF CONTACT TELEPHONE NUMBER 561-741-2680
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)

OCI Associates was selected as the Engineers of Record for the new construction of the redevelopment and new construction of the existing municipal complex. The initial phase of the upgrades to the municipal complex will serve as the Town's Emergency Operations Center and house police and Town personnel before, during and after disasters such as hurricanes. The complex includes a new, hardened Police Department facility to house day-to-day public safety resources and activities as well as a data center to support Town information infrastructure. In addition, this phase will include temporary parking, additional access drives, and a Veteran's Memorial, to honor and commemorate those who have served our country.

SIZE 38,828 SF
 COST \$20 Million
 ROLE MEP/FP/LV

KEY TEAM MEMBERS

Amir Kazeminia, PE | Principal-in-Charge
 Jason Smith, PE, LEED AP, BD+C, CEM | Mechanical EOR
 Sudharma, PE, LEED AP, LC | Electrical EOR
 Kaz Kazeminia, NICET | Plumbing & Fire Protection Lead

RELEVANCE

- Engineers of Record
- Government Building
- Hurricane Hardened Cat. 5
- Emergency Generator
- Same Key Team



a.	(1) FIRM NAME OCI Associates, LLC	(2) FIRM LOCATION (City and State) Maitland, Florida	(3) ROLE MEP/FP/LV Engineering
b.	(1) FIRM NAME OCI Associates, LLC	(2) FIRM LOCATION (City and State) West Palm Beach, Florida	(3) ROLE MEP/FP/LV Engineering
c.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE



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

TWO

21. TITLE AND LOCATION (City and State) City of Hollywood Police Headquarters & Fleet Maintenance Facility Hollywood, Florida	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES Est. 2024	CONSTRUCTION (If applicable) Est. 2026

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER City of Hollywood	b. POINT OF CONTACT NAME Heather Baburek Guenot, Project Manager	c. POINT OF CONTACT TELEPHONE NUMBER 954-649-4389
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)

OCI Associates was selected as the Engineers of Record for the new construction of the 4-story building which doubles the size of the existing police station incorporating much needed new technology that isn't available on the current electrical grid. The new headquarters features a much larger property & evidence room, training and gun range, quartermaster, patrol, holding cells, detective units, recruitment, administration and public information for 425 employees with room to grow. New structured parking for approximately 350 vehicles will be included in the estimated \$72 million project with a high first floor bay for large vehicle storage.

The first floor is an evidence building featuring Internal Affairs, Records storage, Intake with bag/tag; Quartermaster, K-9, traffic/beach/marine division, SWAT, Special Ops Support, Patrol Holding, Sally Court for 3 vehicles, covered parking in the rear, Community Room, public lobby, shared offices, indoor firing range, CSI Vehicle Exam for 3 vehicles, mechanical and electrical rooms, outside fuel storage and backup emergency generator.

SIZE 120,000 SF
 COST \$72.5 Million
 ROLE MEP/FP/LV/Cx

KEY TEAM MEMBERS

Amir Kazeminia, PE | Principal-in-Charge
 Jason Smith, PE, LEED AP, BD+C, CEM | Mechanical EOR
 Sudharma, PE, LEED AP, LC | Electrical EOR
 Kaz Kazeminia, NICET | Plumbing & Fire Protection Lead

RELEVANCE

- Engineers of Record
- Government Building
- Hurricane Hardened Cat. 5
- Emergency Generator
- Same Key Team



a.	(1) FIRM NAME OCI Associates, LLC	(2) FIRM LOCATION (City and State) Maitland, Florida	(3) ROLE MEP/FP/LV Engineering + Commissioning
	(1) FIRM NAME OCI Associates, LLC	(2) FIRM LOCATION (City and State) West Palm Beach, Florida	(3) ROLE MEP/FP/LV Engineering
c.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE



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

THREE

21. TITLE AND LOCATION (City and State) City of Longwood Fire Station No. 15 Longwood, Florida	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES Est. 2024	CONSTRUCTION (If applicable) Est. 2025

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER City of Longwood	b. POINT OF CONTACT NAME Jeff McDowell, Associate	c. POINT OF CONTACT TELEPHONE NUMBER 727-822-5566
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)

OCI Associates is designing mechanical, electrical, plumbing, fire protection and low voltage systems for a new Fire Station. The FEMA Funded project, based on a prototype design, will support 8 personnel including a 4-person Engine Company, 3-person Rescue Company, and 1 Battalion Chief. On site will be 3 apparatus bays, bunker gear storage, laundry/ decontamination room, spare equipment/hose room, breathing air compressor room, and an EMS supply room. Features Watch Offices for the Battalion Chief and Lieutenant, 12 separate dormitories, kitchen, bathrooms, dayroom, locker room, training/emergency operations center, fitness room, and lobby. The facility will be designed to support future growth and the addition of a 4-person tower company. Additionally, it may expand into a joint-use facility with the City of Longwood Police with training spaces and shared amenities.



SIZE 14,730 SF
 COST \$4 Million
 ROLE MEP/FP/LV

KEY TEAM MEMBERS

Amir Kazeminia, PE | Principal-in-Charge
 Jason Smith, PE, LEED AP, BD+C, CEM | Mechanical EOR
 Kaz Kazeminia, NICET | Plumbing & Fire Protection Lead

RELEVANCE

- Engineers of Record
- Government Building
- Hurricane Hardened Cat. 5
- Emergency Generator
- Same Key Team
- FEMA Funded

a.	(1) FIRM NAME OCI Associates, LLC	(2) FIRM LOCATION (City and State) Maitland, Florida	(3) ROLE MEP/FP/LV Engineering
b.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE



H. ADDITIONAL INFORMATION

Founded in 1987, OCI Associates serves clients by providing mechanical, electrical (IT/AV), plumbing, fire protection engineering; commissioning services, and construction administration. We are headquartered in Orlando with branch offices in Fort Pierce, Fort Myers, West Palm Beach, Tampa, Washington DC, Miami, Dallas, San Francisco and Sarasota.

OCI offers a talented staff with extensive experience in the design of new and renovation projects for Corporate Offices, Commercial Buildings, Laboratories, Higher Education Campuses, K-12 Facilities, Public/Municipal Facilities, Correctional Institutions, Medical Offices, Industrial Complexes, Residential/Mixed-Use, Retail, Sports Facilities, and Governmental Facilities. Our staff of professionals, each with a diverse education and experience, allows us to offer you an enthusiastic team approach to every project we do.

We offer a wide variety of services including complete design, specification and construction administration of systems for heating-ventilating-and-air conditioning (HVAC); electrical systems including power, lighting, fire alarm, security, telecommunications and information transport systems; plumbing systems including medical gases; and fire protection systems for both high-rise and low-rise structures. Additionally, we provide facility master plans, studies and client-requested peer reviews of existing designs for enhanced quality control.

We understand the Florida environment and know the considerations required to engineer mechanical, electrical, and plumbing systems, which can be operated and maintained, on a cost-effective basis. We have a proven track record of serving the needs of our clients by offering enthusiastic, active participation as part of the overall team.

Our goal is to be your partner in "Engineering Your Success".

31. SIGNATURE

32. DATE

January 10, 2024

33. NAME AND TITLE

Amir Kazeminia, PE, *President*



ARCHITECT-ENGINEER QUALIFICATIONS 1. SOLICITATION NUMBER (If any) RFQ#

PART II – GENERAL QUALIFICATIONS

2a. FIRM (OR BRANCH OFFICE) NAME OCI Associates, LLC			3. YEAR ESTABLISHED 1987	4. UNIQUE ENTITY IDENTIFIER KA7LMAYJZGQ2
2b. STREET 600 S. Orlando Ave			5. OWNERSHIP a. TYPE Corporation	
2c. CITY Maitland	2d. STATE FL	2e. ZIP 32751	b. SMALL BUSINESS STATUS Federal (Self Certified)	
6a. POINT OF CONTACT NAME AND TITLE Amir Kazeminia, PE, <i>Principal</i>			7. NAME OF FIRM (If block 2a is a branch office) N/A	
6b. TELEPHONE NUMBER 407-332-5110	6c. E-MAIL ADDRESS amir@ociassociates.com		8a. FORMER FIRM NAMES(S) (If any) N/A	
8b. YR. ESTABLISHED N/A			8c. UNIQUE ENTITY IDENTIFIER KA7LMAYJZGQ2	

9. EMPLOYEES BY DISCIPLINE			10. PROFILE OF FIRM'S EXPERIENCES AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS			
a. Function Code	b. Discipline	c. Number of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
02	Administration	11		A05	Airports, Terminals & Hangars	5
08	CAD Technician	5		C06	Churches; Chapels	1
13	Communications	2		C10	Commercial Buildings (low rise)	4
21	Electrical	20		C11	Community Facilities	2
25	Fire Protection	3		E02	Educational Facilities (Classrooms)	5
42	Mechanical	16		D07	Dining Halls, Clubs & Restaurants	5
48	Project Managers	12		E03	Electrical Studies & Design	5
	Commissioning	4		F03	Fire Protection	4
	Plumbing Designers	10		H04	Heating; Ventilating; Air	5
	Lighting Designers	1		H06	Highrise	4
				H09	Hospitals & Medical Facilities	3
				H10	Hotels	4
				H11	Housing (Residential)	4
				J01	Judicial & Courtroom Facilities	1
				L01	Libraries, Museums, Galleries	2
				L05	Lighting (Interiors; Display)	2
				L06	Lighting (Exteriors; Streets)	2
				O01	Office Buildings; Industrial Parks	5
				P07	Plumbing & Piping Design	4
				P08	Prisons & Correctional Facilities	5
				P13	Public Safety Facilities	6
				R05	Recreation Facilities	1
				R06	Rehabilitation (Buildings)	3
				R08	Research Facilities	4
Total		84				

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	4	1. Less than \$100,000	6. \$2 million to less than \$5 million		
b. Non-Federal Work	8	2. \$100,000 to less than \$250,000	7. \$5 million to less than \$10 million		
c. Total Work	8	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		

12. AUTHORIZED REPRESENTATIVE The foregoing is a statement of facts.

a. SIGNATURE 	b. DATE January 10, 2024
c. NAME AND TITLE Amir Kazeminia, PE, <i>President</i>	



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	
Marcus Unterweger, P.E., S.I. LEED AP		Principal		a. TOTAL 24	b. WITH CURRENT FIRM 13
15. FIRM NAME AND LOCATION (City and State) MUEngineers, Inc. Oakland Park, Florida					
16. EDUCATION (Degree and Specialization)			17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline)		
Masters of Engineering: Dipl. Ing. (Univ.) Technical University of Munich, Germany 1999 Master of Business: MBA Business School of Edinburgh, Britain, 2004			Registered Professional Engineer: Florida: PE 63860 West Virginia: PE 20193 Special Inspector/Threshold Buildings: Florida: 7027309		

18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)
 American Society of Civil Engineers (ASCE) American Institute of Steel Construction (AISC) American Concrete Institute (ACI) Post Tension Institute (PTI)

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
City Hall Renovation, North Lauderdale, FL	Ongoing	Ongoing
a. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm MUE is the member of the team for this specific contract. Our role will be the assessment and recommendations related to adding a second level to an existing municipal building.		
A/E Continuing Services Contract, Deerfield Beach, FL	Ongoing	Ongoing
b. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm MUE is a member of the team for this continuing services contract with the City of Deerfield Beach. Thus far, MUE has worked on two projects. The scope of work is related to parking lot modifications in anticipation of a new community center and the structural design of the new community center.		
Consulting Services for Port Everglades, Hollywood, FL	2023	2023
c. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm A member of the team for the continuing services for civil engineering related to Port Everglades. Our current scope of work includes assessments, upgrades, and modifications to the Port Seacor building.		
Engineering Services for Water & Wastewater Services, Broward County	Ongoing	Ongoing
d. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm MUE is the member of the team for this continuing contract which was awarded in early 2019. The first project has just started and involves modifications and design of a new pipe-bridge structure at a Lighthouse Point facility.		
Coral Springs Fire Station #43, Coral Springs, Florida	2019	2019
e. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm MUE provided structural engineering for a brand-new 7,000 square foot fire station for the City of Coral Springs. This one-story, three-bayed fire station was designed to account for the inclusion of a kitchen, dormitory, watch office, communal living space, workout room, meeting rooms and the garage.		



E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Ricardo Madriz, P.E. LEED AP	13. ROLE IN THIS CONTRACT VP of Engineering/Project Manager	14. YEARS EXPERIENCE	
		a. TOTAL 16	b. WITH CURRENT FIRM 10
15. FIRM NAME AND LOCATION <i>(City and State)</i> MUEngineers, Inc. Oakland Park, Florida			
16. EDUCATION <i>(Degree and Specialization)</i> Masters of Engineering: McGill University, Canada, 2004 Bachelors in Civil Engineering: McGill University, Canada 2002		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> Registered Professional Engineer: Florida: PE 68444	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i>			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
Coral Springs Fire Station #64, Coral Springs, FL	2023	2023
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 Member of team for a new fire station closely matching the design of fire stations 43 ad 95 previously designed and completed.		
Water Treatment Plant, Boca Raton, Florida	Ongoing	Ongoing
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 MUE provided structural design and engineering related to a new one-story compliance building as well as modifications and restoration of the lift pump station and enclosures for the City of Boca Raton.		
Coral Springs Fire Station #95, Coral Springs, Florida	2019	2019
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 Our involvement on this project was to participate in the structural design of a new ~11,000 sf one-story fire station. MUE was a member of the team for the City of Coral Springs RFP, as a sub-consultant.		
Clewiston Police Department, Clewiston, Florida	2021	2021
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 Our involvement on this project is centered around renovations to convert an existing structure into a police station. Our services included: steel framing for a roll up door, new interior CMU walls and partition walls, new exterior door openings, and new ADA ramp including foundations, walls, and slab on grade.		
Coral Springs Westside Maintenance Facility, Coral Springs, FL	2023	2023
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 Our office is a member of the team for this RFQ as a sub-consultant. We are providing structural consultant engineering for the renovation, redesign and re-purposing of the Westside Maintenance Facility, Fire Training Academy and Police Firing Range for the City of Coral Springs.		



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
 1

21. TITLE AND LOCATION <i>(City and State)</i> Engineering Services for Water & Wastewater Services, Broward County	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i> Ongoing

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Chen Moore & Associates	b. POINT OF CONTACT NAME N/A	c. POINT OF CONTACT TELEPHONE NUMBER N/A
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

MUE is the member of the team for this continuing contract which was awarded in early 2019. The first project has just started and involves modifications and design of a new pipe-bridge structure at a Lighthouse Point facility.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME MUEngineers, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Oakland Park, Florida	(3) ROLE Structural Engineers
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

(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

2

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

Fire Station #43 & #95

22. YEAR COMPLETED

PROFESSIONAL SERVICES
2019

CONSTRUCTION *(If applicable)*
2019

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

City of Coral Springs

b. POINT OF CONTACT NAME

N/A

c. POINT OF CONTACT TELEPHONE NUMBER

N/A

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

Structural design of two, new 7,000 square-foot, one-story fire stations for the City of Coral Springs. The buildings include space for a kitchen, dormitory, weight room, watch office, living space, meeting room and a three-bay fire truck garage. These projects were designed utilizing Revit software.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a. MUEngineers, Inc.	Oakland Park, Florida	Structural Engineers
b.		
c.		
d.		
e.		
f.		



H. ADDITIONAL INFORMATION

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

MUE is a full service, dynamic structural engineering and inspection firm. We have a sound understanding of all types of building processes and provide services for commercial, industrial, legal, and residential clients for any type and size of project. Whether we are designing a one floor, an eight floor or a thirty-floor building, it is important for us to select the structural system which best suits the project, while keeping in mind the project budget, constructibility, and local construction techniques and methods.

Founded in 2010, MUE currently has twelve employees; six structural engineers, four BIM technicians, one administrative manager and one structural inspector. We provide a full range of structural engineering services, including: structural design, specialty engineering, structural assessments, threshold, special and 40-year inspections, restoration and peer reviews and feasibility studies. Our professional experience covers a comprehensive array of projects including: multi-family and condominium residences, custom single-family residences, car dealerships, hotels, parking garages, pedestrian bridges, fire stations, public safety complexes, police stations, public parks, lifeguard towers, sea wall restoration and repair, retail structures, medical facilities, office buildings, courthouses, etc. In addition to new construction, we have extensive experience with remodels, restorations and renovations of existing structures needing additional space, upgrades, or repairs of failing structural components. Example projects include: wood observation deck and tower repairs, hotel remodels, sea wall restorations, water proofing replacements, all types of concrete restoration and corrosion protections, streetscaping improvements, airport expansions, water park features, etc.

MUE has extensive experience in the public sector and have been involved on numerous city and county continuing contracts within the state. Our involvement on these projects have ranged to structural design and engineering of new fire stations, maintenance buildings, administration buildings, park observations walkways, boardwalks, gazebos and restrooms, to the remodel, conversion or restoration of existing structures, such as police stations, sea walls, jetties, piers and park structures.

I. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

31. SIGNATURE

32. DATE

01/10/2024

33. NAME AND TITLE

Marcus Unterweger, Principal



ARCHITECT-ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER *(If any)*
2023-11-01

PART II - GENERAL QUALIFICATIONS

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

2a. FIRM (or Branch Office) NAME MUEngineers, Inc.			3. YEAR ESTABLISHED 2010	4. UNIQUE ENTITY IDENTIFIER
2b. STREET 3440 NE 12th Avenue			5. OWNERSHIP	
2c. CITY Oakland Park	2d. STATE FL	2e. ZIP CODE 33334	a. TYPE S-Corporation	
6a. POINT OF CONTACT NAME AND TITLE Marcus Unterweger, Principal			b. SMALL BUSINESS STATUS Broward County CBE/SBE	
6b. TELEPHONE NUMBER 954-324-4730		6c. EMAIL ADDRESS munterweger@MUEngineers.com		
8a. FORMER FIRM NAME(S) <i>(If any)</i>			8b. YEAR ESTABLISHED	8c. UNIQUE ENTITY IDENTIFIER

9. EMPLOYEES BY DISCIPLINE				10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS		
a. Function Code	b. Discipline	c. Number of Employees		a. Profile Code	b. Experience	c. Revenue Index Number <i>(see below)</i>
		(1) FIRM	(2) BRANCH			
02	Administrative	1		B01	Barracks; Dormitories	1
08	CADD Technician	4		A06	Airports; Terminals + Hanger	2
57	Structural Engineer	5		C06	Churches; Chapels	1
15	Structural Inspector	2		C07	Coast Engineering	2
				C10	Commercial Buildings	3
				C11	Community Facilities	4
				D07	Dining Halls; Restaurants	2
				E02	Education Facilities	2
				G01	Garages; Parking	2
				H01	Harbors; Cruise Terminals	3
				H06	High Rise	3
				H09	Hospital; Medical	1
				H10	Hotels; Motels	3
				H11	Housing; Residential, Condo	4
				O01	Office Buildings	3
				R04	Recreation Facilities	2
				S09	Structural Design	5
				W03	Water Treatment; Supply	2
	Other Employees					
Total		12				

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

12. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

a. SIGNATURE 	b. DATE 01/10/2024
c. NAME AND TITLE Marcus Unterweger, Principal	



E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

12. NAME	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
		a. TOTAL	b. WITH CURRENT FIRM
Rutu H. Nulkar, P.E.	Senior Geotechnical Engineer	19	19

15. FIRM NAME AND LOCATION (City and State)

Terracon Consultants, Inc. (Fort Lauderdale, FL)

16. EDUCATION (DEGREE AND SPECIALIZATION) | 17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)

M.S., Civil Engineering, University of Florida, 2004
 B.S., Civil Engineering, Veermata Jijabai Technological Institute, 2001

Professional Engineer: FL: 70625, (02/2025)

18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)

Rutu has been practicing geotechnical engineering in South Florida for 19 years. A State of Florida registered professional engineer, she has managed several public and private sector contracts during her career. Her geotechnical consulting capabilities include providing services for various types of projects including buildings, roadways, bridges, and drilled shaft inspections. Rutu has performed geotechnical analysis and provided recommendations for design of shallow and deep foundation systems for bridges and buildings, and slope stability analyses for levees and canals. She also has 19 years of construction materials testing and verification experience working on numerous Florida Department of Transportation (FDOT) projects and districtwide materials contracts.

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
Florida Keys Aqueduct Authority (FKAA) Crawl Key Water Treatment Plant (WTP) Marathon, FL	2023	Not Applicable (N/A)

(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Check if project performed with current firm

a. Project Manager/Project Engineer. The project consists of the development of the proposed WTP. The plant will include 5 million gallon (MG) aboveground tanks, a pump station, a reverse osmosis (RO) building, and a generator building. Performed subsurface exploration and preliminary geotechnical engineering services for the project. Provided information and geotechnical engineering recommendations relative to subsurface soil (and rock) conditions, groundwater conditions, site preparation and earthwork, excavation considerations, and preliminary foundation design and construction recommendations. Fee: \$23,630

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
Southeast (S.E.) Stormwater Improvements Dania Beach, FL	2021	N/A

(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Check if project performed with current firm

b. Project Manager/Project Engineer. Stormwater drainage improvements were planned for the City of Dania Beach at the area bound from west to the east by Federal Highway and SE 5th Avenue and from the south to the north from SE 10th Street to SE 2nd Street. Planned structures proposed for this project include an exfiltration trench and two pump stations. Terracon conducted subsurface exploration (field sampling, drilling of test borings, exfiltration tests), laboratory testing, and geotechnical engineering services. The purpose of these services was to provide information and geotechnical engineering recommendations relative to subsurface soil (and rock) conditions, groundwater conditions, pavement core information, exfiltration test results, and recommendations for the proposed pump stations. Fee: \$38,584

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
FKAA Sigsbee Pump Station at the Naval Air Station (NAS) Key West, FL	2021	N/A

(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Check if project performed with current firm

c. Project Manager/Project Engineer. The Sigsbee wastewater lift station replacement included the proposed construction of a pump station wet well and an elevated platform. Subsurface exploration (advancement of test borings). laboratory testing, and geotechnical engineering services were performed by Terracon. The firm provided information and geotechnical engineering recommendations relative to subsurface soil and groundwater conditions, site preparation and earthwork, foundation design and construction, excavation considerations, lateral earth pressures, and hydraulic conductivity value (k-value). Fee: \$16,891

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
Miccosukee Tribe of Indians of Florida WTP Miami-Dade, County, FL	2018	N/A



(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE Check if project performed with current firm

Senior Geotechnical Engineer. The geotechnical engineering scope of services for this project included the advancement of nine test borings to depths ranging from approximately 15 to 30 feet below existing site grades. The purpose of these services was to provide information and geotechnical recommendations relative to: subsurface soil conditions, groundwater conditions, site preparation and earthwork, and mat foundation design. The improvements to the WTP included the following: Filter System Structure, Pellet Softener Structures, and Caustic facility. Fee: \$10,600

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
Hilton Road Water Storage and Repump Facility Coconut Creek, FL	2017	N/A

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE Check if project performed with current firm

e. Project Manager/Project Engineer. Proposed improvements were planned for the construction of a 1,427-square foot (SF) pump building, two concrete pads with a single-story equipment shelter building, and a concrete pad with a power generator featuring a double-wall aboveground fuel storage tank. Terracon performed subsurface (advancement of borings). Provided information and geotechnical engineering recommendations relative to subsurface soil/rock conditions, groundwater conditions, foundation design and construction, floor slab design and construction, and earthwork. Fee: \$ 4,590



E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

12. NAME	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
		a. TOTAL	b. WITH CURRENT FIRM
Hugo Soto, P.E.	Principal Geotechnical Engineer/QA/QC Reviewer	42	15

15. FIRM NAME AND LOCATION (City and State)

Terracon Consultants, Inc. (Miami Lakes, FL)

16. EDUCATION (DEGREE AND SPECIALIZATION) | 17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)

M.S., Geotechnical Engineering, Utah State University, 1980 B.S., Civil Engineering, Utah State University, 1979	Professional Engineer: Florida: #36440, (Exp. 02/2023)
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18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)

Hugo has more than 40 years of experience providing geotechnical engineering, construction materials testing, inspection and consulting services. Geotechnical services include geotechnical design, analyses and recommendations related to the design and construction of foundations as well as geotechnical exploration programs. He is well-versed in performing analysis and evaluation of field and laboratory data, in-situ soil testing, in-place permeability testing, and geophysical explorations. Hugo's extensive experience includes: evaluating bearing capacity and settlement for different types of shallow and deep foundation systems; analysis/evaluation of retaining walls, sheet piling systems, slope stability analysis of conventional and reinforced embankments, evaluation of drilled shafts, auger cast piles and driven piles; evaluation, design, and implementation of subsurface improvement programs (i.e. application of dynamic compaction, preloading, compaction grouting, and vibro-compaction techniques); and conducting studies including monitoring vibrations of structures during construction.

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
Florida Keys Aqueduct Authority (FKAA) Onsite Wastewater Nutrient Removal Systems No. 4029-09E, Big Pine Key, Little Torch Key, No Name Key, and Sugarloaf Key Monroe County, FL	2023	Not Applicable (N/A)
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm		
a. Principal//QA/QC Reviewer. The project includes the construction/rehabilitation of onsite wastewater nutrient removal systems at 7 separate sites. The sites include new septic drain fields and are located within Big Pine Key, No Name Key, Little Torch Key, and Sugarloaf Key. Terracon's scope of services consisted of field exploration, laboratory testing, and engineering/project delivery. The purpose of the geotechnical explorations was to gather subsurface soil data to be used (by others) to evaluate the septic drain field sizing requirements and prepare permit application forms for the proposed septic drain field. Fee: \$20,000		
Norwood Water Treatment Plant (WTP) Improvements Phase II North Miami, FL	2022	N/A
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm		
b. Principal//QA/QC Reviewer. The project consists of the construction of two new production freshwater wells and a transmission main that connects the two wells and transports water to the Norwood WTP. Terracon performed subsurface exploration and provided geotechnical soil parameters concerning the proposed horizontal directional drill (HDD) pipe, and design and construction recommendations for open-cut sections of pipe for the proposed project. Fee: \$8,340		
Prospect Lake Clean Water Center Fort Lauderdale, FL	2022	N/A
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm		
c. Principal//QA/QC Reviewer. The planned project will include the construction of a water treatment facility consisting of a nano filter building, pumps, racks, and other WTP structures and equipment. Terracon performed subsurface exploration (field sampling, drilling of test borings, and installation of field piezometers) and laboratory testing. The firm provided geotechnical data relative to subsurface soil conditions, groundwater conditions, laboratory test results, electrical resistivity, and a thermos resistivity report. Fee: \$51,502		



d.	(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	Southeast (S.E.) Stormwater Improvements Dania Beach, FL	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
		2021	N/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			
Principal//QA/QC Reviewer. Stormwater drainage improvements were planned for the City of Dania Beach at the area bound from west to the east by Federal Highway and SE 5 th Avenue and from the south to the north from SE 10 th Street to SE 2 nd Street. Planned structures proposed for this project include an exfiltration trench and two pump stations. Terracon conducted subsurface exploration (field sampling, drilling of test borings, exfiltration tests), laboratory testing, and geotechnical engineering services. The purpose of these services was to provide information and geotechnical engineering recommendations relative to subsurface soil (and rock) conditions, groundwater conditions, pavement core information, exfiltration test results, and recommendations for the proposed pump stations. Fee: \$38,584			
e.	(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	Hilton Road Water Storage and Repump Facility Coconut Creek, FL	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
		2017	N/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			
Principal//QA/QC Reviewer. Proposed improvements were planned for the construction of a 1,427-square foot (SF) pump building, two concrete pads with a single-story equipment shelter building, and a concrete pad with a power generator featuring a double-wall aboveground fuel storage tank. Terracon performed subsurface (advancement of borings). Provided information and geotechnical engineering recommendations relative to subsurface soil/rock conditions, groundwater conditions, foundation design and construction, floor slab design and construction, and earthwork. Fee: \$ 4,590			



E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

12. NAME	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
		a. TOTAL	b. WITH CURRENT FIRM
Sergio Adasme, MRSA	Senior Project Industrial Hygienist/Inspector/Mold Assessor	39	7

15. FIRM NAME AND LOCATION (City and State)
Terracon Consultants, Inc. (Fort Lauderdale, FL)

16. EDUCATION (DEGREE AND SPECIALIZATION)	17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)
Construction Management, Candidate, Florida International University, Miami, FL Additional Training/Certifications: Facility Survey and Hazard Assessment NIOSH 582 Certified Operator XRF Spectrum Analyzer OSHA 40 Hour HazMat Emergency Response Microscopically Identification of Asbestos PEC Premier SafeGulf SafeLandUSA Radiation Safety and Use of Nuclear Gauges EPA Lead Renovator West Texas Safety Training Center -H2S	Mold Assessor: Florida, MRSA1154 (07/2024) AHERA Accredited Asbestos Inspector: Florida, 188860 (04/2024) AHERA Accredited Management Planner: Florida, 230071-1634 (04/2024) AHERA Accredited Asbestos Contractor/Supervisor: Florida, 188847 (04/2024)

18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)

Sergio is a senior project industrial hygienist and senior inspector with more than three decades of experience. His duties include asbestos abatement project supervision, technical specifications writing, phase contrast microscopy (PCM) analysis, asbestos surveys, mold assessment, and industrial hygiene assessments. He has supervised well over 3,000 asbestos surveys and abatement projects. He is experienced in emergency response for buildings sustaining heavy physical damage from fire, ambient particulate matter, vibration and other causes, conducting surveys to determine levels of asbestos, lead, heavy metals contamination and air quality sampling for clearances prior to restoring occupancy and operations.

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
City of Fort Lauderdale Police Station Fort Lauderdale, FL	2022	N/A
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm a. Senior Project Industrial Hygienist/Project Manager. Terracon conducted a post-remediation verification (PRV) site visit to perform visual observations and conduct air sampling upon completion of the mold remediation within Rooms E-233A and E223. The field services during this site visit were conducted to verify and document that remediation of the affected area conducted by others was completed. Fee: \$2,098		
Freedom Tower Miami, FL	2022	N/A
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm b. Senior Project Industrial Hygienist/Project Manager. An asbestos and lead paint survey were requested by Miami Dade College due to the planned renovation of the interior of the building. Building components were surveyed and homogeneous areas of suspect asbestos-containing materials (ACM) and paint-containing lead (PCL) were visually identified and documented. Asbestos samples were delivered to an accredited laboratory and analyzed by Polarized Light Microscopy (PLM). Suspect PCL samples were obtained from representative surfaces potentially having lead-containing coatings. Lead paint samples were delivered to an accredited laboratory for analysis by Flame Atomic Absorption. Fee: \$8,500		
Central District Wastewater Treatment Plant (WWTP), Miami-Dade County Water and Sewer Department (WASD) Miami, FL	2019	N/A
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm c.		



Senior Project Industrial Hygienist/Project Manager. Terracon conducted a pre-demolition asbestos survey on the interior and exterior of the structures located at the Central WWTP. The survey was conducted by an AHERA-accredited asbestos inspector. Suspect ACM samples were collected and delivered to an accredited laboratory for analysis by PLM. Terracon sampled all concrete materials located within the plant. Over 1,000 samples were collected, photographed, and mapped. Fee: \$64,492

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
PortMiami Miami, FL	2019	N/A

(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Check if project performed with current firm

d. Senior Project Industrial Hygienist/Project Manager. Terracon performed a limited, interior asbestos survey at designated areas in the structure located at the Port. The survey was performed to assess potential hazardous materials to accommodate the planned future development activities at the facility. Building components were surveyed and homogeneous areas of suspect ACM were visually identified and documented. Asbestos samples were delivered to an accredited laboratory for analysis. Suspect ACM samples were analyzed by PLM. Fee: \$3,815

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
Pump Stations, Miami-Dade County WASD Miami-Dade County, FL	2018	N/A

(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Check if project performed with current firm

e. Senior Project Industrial Hygienist/Project Manager. Terracon performed a limited asbestos survey for six pump stations including #6, #09, #42, #99, #100, and #106. The occupied structures were being inspected to accommodate potential future renovations. Terracon reviewed past surveys by others and implemented a sampling plan to sample previous materials not included in the previous surveys. An AHERA-accredited asbestos building inspector conducted an asbestos survey for each pump station and conducted a visual assessment of the interior and exterior of the buildings to identify materials suspected of containing asbestos (suspect ACM) such as thermal system insulation, surfacing materials, and miscellaneous materials (e.g., floor tiles). Suspect materials were physically assessed for friability and evidence of damage or degradation. Samples of suspect ACM were collected for laboratory analysis. Fee: \$8,240



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) Proposed Water Treatment Plant (WTP), Crawl Key Marathon, FL		22. YEAR COMPLETED PROFESSIONAL SERVICES: 2022 CONSTRUCTION (If applicable): N/A
23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER Florida Keys Aqueduct Authority (FKAA) Client: Carollo Engineers, Inc.	b. POINT OF CONTACT NAME Lyle Munce, P.E.	c. POINT OF CONTACT TELEPHONE NUMBER (561) 868-6400

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

The proposed project consists of the development of the proposed WTP. The plant will include 5 million gallon (MG) aboveground tanks, a pump station, a reverse osmosis (RO) building, and a generator building. The buildings for the WTP will be partially raised with backfill and partially elevated to as much as 10 feet. The 5 MG water tank will be placed on grade. The project site is a vegetated area adjacent to the emergency services compound located in Crawl Key in Marathon, FL.

Terracon performed subsurface exploration and preliminary geotechnical engineering services for the proposed project. The geotechnical engineering scope of services for this project included the advancement of test borings, laboratory testing, engineering analysis, and preparation of a report. The firm provided information and geotechnical engineering recommendations relative to subsurface soil (and rock) conditions, groundwater conditions, site preparation and earthwork, excavation considerations, and preliminary foundation design and construction recommendations.

Fee: \$23,630



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
a.	(1) FIRM NAME Terracon Consultants, Inc.	(2) FIRM LOCATION (City and State) Fort Lauderdale, FL	(3) ROLE Subconsultant
b.	(1) FIRM NAME Terracon Consultants, Inc.	(2) FIRM LOCATION (City and State) Miami Lakes, FL	(3) ROLE Subconsultant
c.	(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) Proposed Pump Station 0894 Relocation and Upgrades Miami, FL		22. YEAR COMPLETED PROFESSIONAL SERVICES: 2022 CONSTRUCTION (If applicable): N/A
23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER Miami-Dade County Water & Sewer Department (WASD)	b. POINT OF CONTACT NAME Mayra Keiffer, MSCM	c. POINT OF CONTACT TELEPHONE NUMBER (786) 268-5227
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)		



The proposed pump station will be located at the NW corner of SW 47th Avenue and SW 136th Place in Miami, Florida. The project will consist of the relocation and upgrade of Pump Station No. 0894. The existing pump station will be demolished to accommodate the new pump station dry/wet well and associated equipment and underground pipes. The project may require pavement reconstruction given the proximity to the existing paved roadway.

Terracon performed subsurface exploration and geotechnical engineering services for WASD. The purpose of these services was to provide information and geotechnical engineering recommendations relative to subsurface soil conditions, groundwater conditions, shallow foundation design, geotechnical parameters, foundation construction, and site preparation and earthwork.

The geotechnical engineering scope of services for this planned project included the advancement of two (2) test borings to a depth of 30 feet below the existing grade. The soil borings were advanced with a truck-mounted drill rig using drilling mud and casing. The samples were placed in appropriate containers, taken to our soil laboratory for testing, and classified by a geotechnical engineer. Groundwater levels were observed and recorded during drilling and sampling. The laboratory testing program included the examination of soil samples by an engineer. Based on the material's texture and plasticity, the soil samples were described and classified in accordance with the Unified Soil Classification System (USCS).

Results of Terracon's field and laboratory programs were evaluated by a State of Florida registered professional engineer (P.E.). The P.E. was responsible for developing a geotechnical site characterization, performing engineering calculations necessary to evaluate foundation alternatives, and developing appropriate geotechnical engineering design criteria for earth-related phases of the project. Terracon's findings were presented in a signed and sealed geotechnical engineering report.

Fee: \$8,207

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a.	Terracon Consultants, Inc.	Fort Lauderdale, FL	Prime Consultant
b.	Terracon Consultants, Inc.	Miami Lakes, FL	Prime Consultant
c.	(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)		22. YEAR COMPLETED
Southeast (S.E.) Stormwater Improvements Dania Beach, FL		PROFESSIONAL SERVICES 2021
		CONSTRUCTION (If applicable) N/A
23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
City of Dania Beach Client: WSP USA, Inc.	Werner Reinefeld, P.E., ENV SP	(954) 647-0622
25. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)		

The proposed drainage improvements project is located within the area bound from west to east by Federal Highway and SE 5th Avenue and from the south to the north from SE 10th Street to SE 2nd Street in Dania Beach, Florida.



- The following structures are proposed for the project:
- Exfiltration trench - along SE 3rd Avenue – south of SE 3rd Street and SE 4th Avenue – south of SE 5th Street
 - Two pump stations - one near the intersection of SE 3rd Street and SE 3rd Avenue and the other at SE 4th Avenue between 5th and 6th Street.

Terracon performed subsurface exploration and geotechnical engineering services for the improvements project. The firm's scope of work included the advancement of five (5) test borings to depths of 10 feet below existing site grades and two (2) test borings to a depth of 40 feet for the proposed pump station. In addition, two (2) exfiltration tests were performed to a depth of 10 feet below existing grade. Five (5) pavement cores were performed along the proposed project area. In addition, two Double ring infiltrometer (DRI) tests were performed at the ground surface at a location selected by WSP USA Inc.

The borings performed indicated the presence of sandy silt at a depth of 2 to 4 feet below the sandy fill material. The sandy silt indicates the presence of organic peat at certain locations. Below the silt, a layer of medium-dense sand was encountered. The sands are underlain by weakly cemented limestone formation that extends to a depth of 15 to 20 feet below the existing grade. The limestone formation is underlain by loose to medium-dense sands that extend to the termination depth of 40 feet.

The purpose of Terracon's services was to provide information and geotechnical engineering recommendations relative to subsurface soil (and rock) conditions, groundwater conditions, pavement core information, exfiltration test results to assist in the site's drainage design, and recommendations for the foundation of the proposed pump stations.

Fee: \$38,584

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
a.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
	Terracon Consultants, Inc.	Fort Lauderdale, FL	Subconsultant
b.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
	Terracon Consultants, Inc.	Miami Lakes, FL	Subconsultant
c.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE



E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Richard Miller	13. ROLE IN THIS CONTRACT Chief Estimator	14. YEARS EXPERIENCE	
		a. TOTAL 40	b. WITH CURRENT FIRM 1

15. FIRM NAME AND LOCATION *(City and State)*
CMS-Construction Management Services, Inc.

16. EDUCATION <i>(Degree and Specialization)</i> Auto CAD Program 1993 Supervisory Training Program, Construction Law 1988-1990 Construction Management 1981-1983 Union Apprenticeship Training 1979-1981 North Seattle Community College-AA Degree 1975-1978	17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> N/A
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18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*
-ASPE Member, Puget Sound Chapter 45, Certified Professional Estimator
-Published contributor to the ASPE Standard Estimating Practices

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i> Fort Lauderdale-Hollywood Int'l. Airport-Pedestrian Boarding Bridges Fort Lauderdale, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2023	CONSTRUCTION <i>(If applicable)</i>
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Description: Wind survivability of the Boarding Bridges as structures require anchoring cables as well as debris impact requirements. Specific Role: Chief Estimator	<input type="checkbox"/> Check if project performed with current firm	

(1) TITLE AND LOCATION <i>(City and State)</i> Kaua'i Fire Department-Helicopter Response Team Hanger Cost Study Kaua'i, HI	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2019	CONSTRUCTION <i>(If applicable)</i>
b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Description: Feasibility cost study for the construction of a post Hurricane event survivable structure whose mission is to protect the first responder's vehicle of choice helicopters, including per engineered structural design withstanding 164 mph gusts and remain fully functional & operational after a hurricane event. Size: 5,000 SF Cost: \$5,000,000.00 Specific Role: Chief Estimator	<input type="checkbox"/> Check if project performed with current firm	

(1) TITLE AND LOCATION <i>(City and State)</i> University of Washington, Warren G. Magnuson School of Medicine Seattle, WA	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2009	CONSTRUCTION <i>(If applicable)</i>
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Description: The project is a structural seismic renovation of the original H-Wing of the Warren G. Magnuson Health Science Center and occupied building with many critical research studies in full operation. The five-level, 66,700 gross SF wing included seismic structural, electrical, plumbing & HVAC system improvements to serve program needs and required major renovations to allow the continued use of the H-Wing. <ul style="list-style-type: none"> • HSC H- WING RENOVATION • HSC H WING INFRASTRUCTURE RENOVATION • T WING SCHOOL OF NURSING • HSC G-WING ASBURY LAB • HSC G-WING MOLECULAR GENETIC PATHOLOGY LAB • ZEBRAFISH LAB ADDITION Size: 66,700 SF Cost: \$25,000,000.00 Specific Role: Chief Estimator	<input 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 Ramesh Talwar	13. ROLE IN THIS CONTRACT Senior Estimator	14. YEARS EXPERIENCE	
		a. TOTAL 40	b. WITH CURRENT FIRM 9
15. FIRM NAME AND LOCATION <i>(City and State)</i> CMS-Construction Management Services, Inc.			
16. EDUCATION <i>(Degree and Specialization)</i> Project Manager General Contracting from CCA, Civil Engineering in India Bhargava Municipal College – 2 Yrs. Punjab Polytechnic Engineering- 3 Yrs.		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> N/A	
20. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i>			

21. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
City of Tamarac Water Treatment Plant Improvements at Multiple Bldgs. Tamarac, FL	2021	
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm <u>Description:</u> CMS was asked by CPZ Architects to provide a Construction Documents Cost Estimate for the City of Tamarac Water Treatment Plant. Admin Building, MCC Building, Storage Building, Fluoride Building, and Site Improvements: scope included demolition, structure, bridge structure, interior finishes, kitchen equipment, laboratory equipment, mechanical, electrical, plumbing, technology, electronic safety, security, sitework and utilities. Additionally, improvements were also designed for site concrete, engineered enclosures, catwalks, guardrails, pumps, tanks, controls, and instrumentation. <u>Size:</u> 16,000 SF <u>Cost:</u> \$21,690,331.00 <u>Specific Role:</u> Senior Estimator		
City of Coral Springs-Force Main Replacement on Sample Road (Phase I) Coral Springs, FL	2016	
b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm <u>Description:</u> CMS was asked by the City of Coral Springs to provide a Schematic Design Cost Estimate for Water Main & Force Main replacement on Sample Road. The estimate involved replacing 12" ,16" , and 20" Ductile Iron water main in Coral springs from Coral hills drive to university drive. The scope included excavation, backfill, asphalt paving, and curb replacement. <u>Cost:</u> \$5,978,869.00 <u>Specific Role:</u> Senior Estimator		
City of West Palm Beach Water Treatment Plant Improvements (Phase I) West Palm Beach, FL	2006	
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm <u>Description:</u> CMS was asked by Malcolm Pirnie, Inc. to provide a Construction Documents Cost Estimate for the improvements of West Palm Beach Water Treatment Plant. Process modifications and filter rehabilitation quality control and project inspections. <u>Cost:</u> \$4,359,795.00 <u>Specific Role:</u> Senior Estimator		



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
21. TITLE AND LOCATION <i>(City and State)</i>	22. YEAR COMPLETED	
City of Tamarac Water Treatment Plant Improvements at Multiple Bldgs. Tamarac, FL	PROFESSIONAL SERVICES 2021	CONSTRUCTION <i>(If applicable)</i>

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER City of Tamarac c/o CPZ Architects, Inc.	b. POINT OF CONTACT NAME Chris Zimmerman, AIA President	c. POINT OF CONTACT TELEPHONE NUMBER 954-792-8525 chris@cpzarchitects.com
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Description of Work: CMS was asked by CPZ Architects to provide a Construction Documents Cost Estimate for the City of Tamarac Water Treatment Plant. Admin Building, MCC Building, Storage Building, Fluoride Building, and Site Improvements: scope included demolition, structure, bridge structure, interior finishes, kitchen equipment, laboratory equipment, mechanical, electrical, plumbing, technology, electronic safety, security, sitework and utilities. Additionally, improvements were also designed for site concrete, engineered enclosures, catwalks, guardrails, pumps, tanks, controls, and instrumentation.

Size: 16,000 SF

Construction Cost: \$21,690,331.00



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME CMS-Construction Management Service, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Coral Springs, FL	(3) ROLE Cost Estimating
b.	(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
(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)

21. TITLE AND LOCATION <i>(City and State)</i> City of Coral Springs-Force Main Replacement on Sample Road (Phase I) Coral Springs, FL	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2016	CONSTRUCTION <i>(If applicable)</i>

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER City of Coral Springs c/o Eckler Engineering, Inc.	b. POINT OF CONTACT NAME Don Eckler President	c. POINT OF CONTACT TELEPHONE NUMBER 954-510-4700 deckler@ecklerengineering.com
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Description of Work: CMS was asked by the City of Coral Springs to provide a Schematic Design Cost Estimate for Water Main & Force Main replacement on Sample Road. The estimate involved replacing 12", 16", and 20" Ductile Iron water main in Coral springs from Coral hills drive to university drive. The scope included excavation, backfill, asphalt paving, and curb replacement.

Construction Cost: \$5,978,869.00



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME CMS-Construction Management Service, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Coral Springs, FL	(3) ROLE Cost Estimating
b.	(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
21. TITLE AND LOCATION <i>(City and State)</i> City of West Palm Beach Water Treatment Plant Improvements (Phase I) West Palm Beach, FL	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2006	CONSTRUCTION <i>(If applicable)</i>

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER City of West Palm Beach c/o Malcolm Pirnie, Inc.	b. POINT OF CONTACT NAME Dean O. Meyers Project Engineer	c. POINT OF CONTACT TELEPHONE NUMBER 954-761-3460
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Description of Work: CMS was asked by Malcolm Pirnie, Inc. to provide a Construction Documents Cost Estimate for the improvements of West Palm Beach Water Treatment Plant. Process modifications and filter rehabilitation quality control and project inspections.

Construction Cost: \$4,359,795.00



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME CMS-Construction Management Service, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Coral Springs, FL	(3) ROLE Cost Estimating
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE



H. ADDITIONAL INFORMATION

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

COST ESTIMATING APPROACH / METHODOLOGY

Because CMS-Construction Management Services, Inc. (CMS) specializes in Cost Estimating and related services, we can provide our services dependent upon client timeframes. We realize the importance of our clients' needs and respond accordingly. Our contracts include timeframes because "time is of the essence". CMS provides the Cost Estimating Process on a phase-by-phase basis, a process used to **control construction cost** during the Design Process.

- Program / Conceptual Phase
- Budget Development
- Phase I: Preliminary / Schematic Phase
- Phase II: Design Development Phase
- Value Engineering Phase
- Evaluation of Projected Inflationary Material / Cost Increases
- Phase III: Construction Documents Phase
- Constructability Reviews and Evaluation
- Close Communication with the Architect/Engineer
- Full Knowledge of Total Construction Market Conditions
- Change Order Reviews, Evaluations, and Assisting the Owner in Negotiations with Contractors
- Applications for Contractor Payment Reviews and Evaluations

STEP – 1

We commence by preparing a Phase I (**Preliminary/Schematic**) Estimate based on documented information submitted by the Architect Engineer. This is followed up by various meetings with the Architect / Engineer for additional technical input of the intent of the design. We also provide this Estimate as detailed as possible for easy understanding of the Architect / Engineer and the Owner.

STEP – 2

We then move on to Phase II (**Design Development**) for a more comprehensive and detailed Estimate. At this stage, we then provide Value Engineering, if required, should it appear, the project might potentially go over the required budget. The documents from the Architect / Engineer will be much more refined including an outline specification for various materials, etc. This process will assist the Architect / Engineer and the Owner in evaluating certain conditions in the overall project, including additions and deletions as necessary within the budgetary confines of the project. This is the phase where all changes should be made, including Value Engineering in order to reduce construction costs, if needed.

STEP – 3

At the conclusion of Phase II, we will then provide a final detailed Estimate for Phase III (**50% - 100% Construction Documents**). The final Estimate will assist the Architect / Engineer and the Owner / Developer with checks and balances against the General Contractor on their final bid. It can also be used as a final negotiation tool with the General Contractor prior to a final contract agreement.

GENERAL

All phases of estimating are important in **construction cost control** during the design of any project, while at the same time providing Constructability Reviews to minimize and/or eliminate any potential change orders by the General Contractor during the construction process based on conflicts between disciplines, drawings, and specifications. CMS considers its approach to Cost Control/Estimating to be of utmost importance in maintaining a project within the required budgetary constraints during the Design Process.

I. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

31. SIGNATURE

32. DATE

01/09/24

33. NAME AND TITLE

Wayne Birch-General Manager



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 CMS-Construction Management Service, Inc.			3. YEAR ESTABLISHED 1980	4. UNIQUE ENTITY IDENTIFIER 055661771
2b. STREET 11555 Heron Bay Blvd., Suite 204			5. OWNERSHIP	
2c. CITY Coral Springs			a. TYPE Corporation	
2d. STATE FL	2e. ZIP CODE 33076		b. SMALL BUSINESS STATUS CBE/WBE	
6a. POINT OF CONTACT NAME AND TITLE Richard Miller/Chief Estimator			7. NAME OF FIRM <i>(If Block 2a is a Branch Office)</i>	
6b. TELEPHONE NUMBER 954-481-1611		6c. EMAIL ADDRESS rmiller@cms-construction-service.com		

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

9. EMPLOYEES BY DISCIPLINE				10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS		
a. Function Code	b. Discipline	c. Number of Employees		a. Profile Code	b. Experience	c. Revenue Index Number <i>(see below)</i>
		(1) FIRM	(2) BRANCH			
02	ADMINISTRATIVE	3		A06	Airports, Terminals, and Hangars	2
18	COST ENGINEER/ESTIMATOR	5		A08	Animal Facilities	1
16/48	CONSTRUCTION	1		A11	Auditoriums and Theaters	1
				C11	Community Facilities	3
				C15	Construction Management	3
				C18	Cost Estimating; Cost Engineer &	4
				E09	Educational Facilities; Classrooms	4
				G01	Garages, Vehicle Maintenance, Pkg. Decks	2
				H04	Heating; Ventilation; Air Conditioning	1
				H08	Historical Preservation	1
				H09	Hospital and Medical Research Facilities	2
				H11	Housing (Residential; Multi-Family, Apts., Condos)	1
				J01	Judicial and Courtroom Facilities	2
				L01	Laboratories; Medical Facilities	1
				L04	Libraries; Museums; Galleries	1
				P13	Public Safety Facilities	1
				R04	Recreational Facilities; Parks; Marinas	2
				R06	Rehab of Buildings; Structures; Facilities	1
				R09	Recreational Facilities (Parks, Marinas,	2
				R12	Roofing	1
	Other Employees			W03	Water Supply; Treatment and Distribution	2
Total		9				

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

12. AUTHORIZED REPRESENTATIVE
The foregoing is a statement of facts.

a. SIGNATURE 	b. DATE 01/09/24
c. NAME AND TITLE Wayne Birch-General Manager	



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

12. NAME Douglas Hammann, PE	13. ROLE IN THIS PROJECT Senior Project Engineer	14. YEARS EXPERIENCE	
		a. TOTAL 35	b. WITH CURRENT FIRM 34

15. FIRM NAME AND LOCATION (City and State)
 **CHA Consulting, Inc.**
 Coral Springs, FL

16. EDUCATION (Degree and Specialization) M.E., Civil/Environmental and Water Resources B.S., Civil Engineering Technology	17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) Professional Engineer - FL, OH
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18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)
 American Society of Civil Engineers; American Water Works Association; Florida Water Environment Federation; Water Environmental Federation

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)
WTP Control Building (Process Improvements) and Filtration System Upgrade Tamarac, FL	Ongoing	Ongoing
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm a. Project manager/engineer who provided preliminary design, final design, permitting and engineering services during construction for the decommissioning of process improvements to allow demolition and construction of a new WTP control/administration building. The project includes design of facility improvements to allow for the replacement of the existing facility while maintaining all operations and capacity of the 20 MGD treatment facility. In addition, the project also includes preliminary design, final design, permitting and engineering services during construction for the decommissioning of existing 4.0 MGD lime softening unit and filter 1 and 2. Following decommissioning and demolition of these existing facilities will be replaced with a new 10.0 MGD dual media filtration system/concrete structure with concurrent air/water backwash systems and anti-scalant chemical storage/feed.		
MIEX® Regeneration System Upgrades at Main and R.L. Pratt WTPs Palm Springs, FL	2023	2023
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm b. Project manager for the preliminary design, final design, permitting, and engineering services during construction for the replacement/upgrade of the existing first-generation MIEX® anion resin regeneration system to a new MIEX® System G2 Phase R1 regeneration system. The project included the design of temporary resin regeneration systems to allow both facilities to remain online during upgrade construction.		
PBCWUD WTP No. 2 Treatment and Disposal Improvements Palm Beach County, FL	Ongoing	Ongoing
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm c. Project manager/engineer who provided preliminary design, final design, permitting and engineering services during construction for the softening process improvements. The project includes design of facility improvements to allow for increased plant capacity to match the filtration system permitted capacity of 16.4 MGD.		
PBCWUD WTP No. 8 Rehabilitation and Replacement Evaluation Palm Beach County, FL	2020	N/A
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm d. Project engineer to evaluate the existing treatment plant components and conduct a condition assessment of major system components to identify improvements necessary to maintain operation of the treatment facility. The process evaluation included the review of historical design and construction documents, on-site inspection of the treatment components, and evaluation of the treatment process. The evaluation identified key components that were approaching or had exceeded the end of their useful life. The following systems were evaluated: carbon dioxide solution system, finish water distribution flow meters, plant service water system, washwater recovery basin and decant system, lime sludge dewatering system, high-service pump replacement and pipe chase access and upgrade, lime softening flume, and the electrical distribution system.		
WWTP Rehabilitation Phase 1 Design-Build Pembroke Pines, FL	2021	2021
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm e. Project manager/engineer for the phase 1 improvements on this rehabilitation project. The project included the upgrade of east influent pump station, rehabilitation of Davco 2.0 MGD package contact aeration treatment unit, rehabilitation of east and west surge tanks, and process air distribution piping improvements.		



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

12. NAME Bryant Facey, PE	13. ROLE IN THIS PROJECT Senior Project Engineer	14. YEARS EXPERIENCE	
		a. TOTAL 20	b. WITH CURRENT FIRM 4

15. FIRM NAME AND LOCATION (City and State)
CHA Consulting, Inc.
 Coral Springs, FL

16. EDUCATION (Degree and Specialization) B.S., Environmental Engineering	17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) Professional Engineer - FL
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18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)
Florida Water Environment Federation; Water Environmental Federation

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)
WTP Control Building (Process Improvements) and Filtration System Upgrade Tamarac, FL	Ongoing	Ongoing
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm a. Project engineer who provided preliminary design, final design, permitting and engineering services during construction for the decommissioning of process improvements to allow demolition and construction of a new WTP control/administration building. The project includes design of facility improvements to allow for the replacement of the existing facility while maintaining all operations and capacity of the 20 MGD treatment facility. In addition, the project also includes preliminary design, final design, permitting and engineering services during construction for the decommissioning of existing 4.0 MGD lime softening unit and filter 1 and 2. Following decommissioning and demolition of these existing facilities will be replaced with a new 10.0 MGD dual media filtration system/concrete structure with concurrent air/water backwash systems and anti-scalant chemical storage/feed.		
PBCWUD WTP No. 2 Treatment and Disposal Improvements Palm Beach County, FL	Ongoing	Ongoing
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm b. Project engineer who provided preliminary design, final design, permitting and engineering services during construction for the softening process improvements. The project includes design of facility improvements to allow for increased plant capacity to match the filtration system permitted capacity of 16.4 MGD.		
OUA WTP Improvements Okeechobee, FL	2020	2020
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm c. Project engineer for the engineering services during construction to provide a new 5 MG ground storage tank, new high service pump station, backwash station, and improvements and upgrades to various water treatment processes for the OUA Surface Water Treatment Plant owned and operated by OUA.		
WWTP Rehabilitation Phase 1 Design-Build Pembroke Pines, FL	2021	2021
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm d. Project engineer for the phase 1 improvements on this rehabilitation project. The project included the upgrade of east influent pump station, rehabilitation of Davco 2.0 MGD package contact aeration treatment unit, rehabilitation of east and west surge tanks, and process air distribution piping improvements.		
PBCWUD WTP 3, 8, 9, and 11 Fluoride System Improvements Palm Beach County, FL	2021	2021
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE [X] Check if project performed with current firm e. Project engineer for this project that included the removal/replacement of fluoride feed and transfer pumps and skids; new bulk and day storage tanks; new operator equipment access stairs and platforms and piping/valves/actuators.		



F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT		20. EXAMPLE PROJECT KEY NUMBER
<small>(Present as many projects as possible. If not specified, present as many projects as possible.)</small> 21. TITLE AND LOCATION (City and State) WTP Control Building (Process Improvements) Tamarac, FL		1
22. YEAR COMPLETED		
		PROFESSIONAL SERVICES
		CONSTRUCTION (if applicable)
		Ongoing
		Ongoing
23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
CPZ Architects	Chris Zimmerman	(954) 792-8525

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

CHA provided preliminary design, final design, permitting and engineering services during construction for the decommissioning of process improvements to allow for the demolition and construction of a new WTP control/administration building. The project includes the design of facility improvements to allow for the replacement of the existing facility while maintaining all operations and capacity of the 20 MGD WTP.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
a.	(1) FIRM NAME CHA Consulting, Inc.	(2) FIRM LOCATION (City and State) Coral Springs, FL	(3) ROLE Subconsultant
b.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE



F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT		20. EXAMPLE PROJECT KEY NUMBER	
		2	
21. TITLE AND LOCATION (City and State)		22. YEAR COMPLETED	
MIEX® Regeneration System Upgrades at Main and R.L. Pratt WTPs Palm Springs, FL		PROFESSIONAL SERVICES 2020	CONSTRUCTION (if applicable) 2021
23. PROJECT OWNER'S INFORMATION			
a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER	
Village of Palm Springs	Dave Burgin	(561) 635-4282	

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

CHA provided the preliminary design, final design, permitting, and engineering services during construction for the replacement/upgrade of the existing first-generation MIEX® anion resin regeneration system to a new MIEX® System G2 Phase R1 regeneration system. The project included the design of temporary resin regeneration systems to allow both facilities to remain online during upgrade construction.

The project met the overall design criteria goals by reducing salt usage, reduction in water loss, and relocation of exterior unprotected critical assets to a new protected interior installation location. The project was also the winner of CHA's 2024 Pillar of Excellence Innovation Award.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
a.	(1) FIRM NAME CHA Consulting, Inc.	(2) FIRM LOCATION (City and State) Coral Springs, FL	(3) ROLE Prime
b.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE



F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT		20. EXAMPLE PROJECT KEY NUMBER
		3
21. TITLE AND LOCATION (City and State)		22. YEAR COMPLETED
Membrane Bioreactor (MBR) and Reverse Osmosis (RO) Systems Improvements Key Largo, FL		PROFESSIONAL SERVICES
		CONSTRUCTION (if applicable)
		2017
		2017
23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
North Key Largo Utility Corporation (NKLUC)	Jeff Oeltjen, PE	(305) 522-1706

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

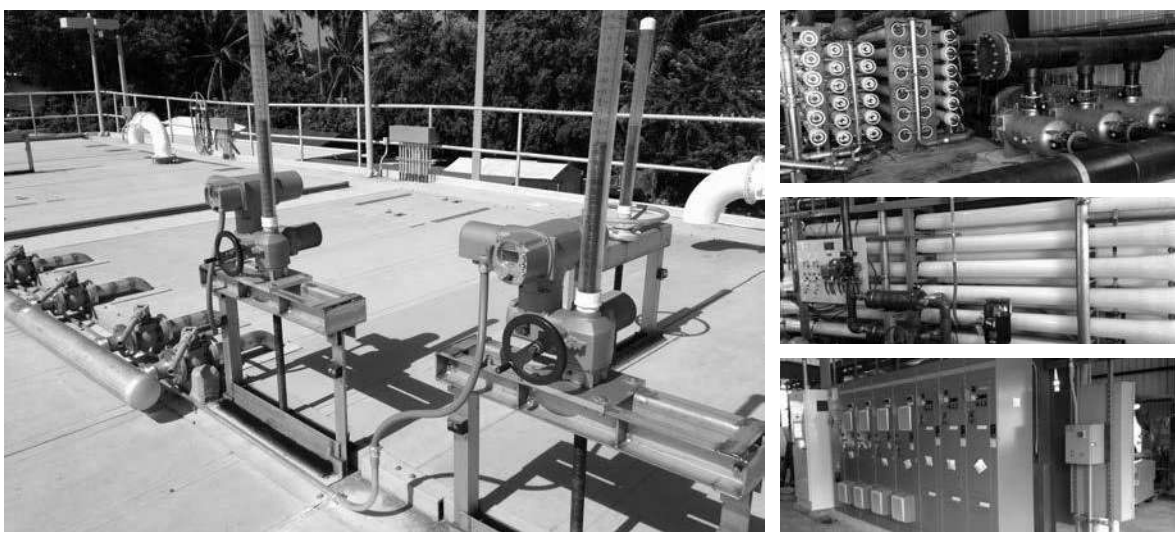
CHA was selected to provide engineering services for improvements to the NKLUC RO Irrigation Water Production Facility and their advanced WWTP. The project expanded the overall capacity of their RO Irrigation Water Production Facility and upgraded the MBR of the advanced WWTP. The project addressed the following improvements:

RO Irrigation Water Production Facility:

- Expansion of the capacity of all three existing RO skids by the addition of six new RO pressure vessels and energy recovery modules to each RO train.
- Removal, replacement, and upgrade of the RO system motor control center (MCC).
- Expanded the overall water production capacity from 1.274 MGD to 2.039 MGD with an overall pumping horsepower decrease from 375 to 352.
- Removal, replacement, and upgrade of pre-filtration cartridge filters.
- Completed Request for Industrial Wastewater Permit Exemption and UIC Permit Modification for Expansion of Class V Injection Well System.

AWWTP Improvements

- Maintenance removal and replacement of existing MBR#1 and MBR#2.
- Submerged membrane consolidation to single-stack configuration and repurposing of MBR#3 and MBR#4 for peak flow treatment or digester/thickener at average day flow conditions.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
a.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
	CHA Consulting, Inc.	Coral Springs, FL	Prime
b.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE



H. ADDITIONAL INFORMATION

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

CHA’s Environmental Sustainability Initiatives

With a corporate design philosophy of balancing the natural and built environment, we continue to add services and pursue projects that offer us the opportunity to use sustainable design principles. CHA is a member of the U.S. Green Building Council (USGBC) and has incorporated an aggressive program into our corporate philosophy to promote sustainable development practices within our planning and design practice. Our team offers a fully integrated approach to sustainable planning and design that starts with the first gleam in someone’s eye for a project through to the ribbon cutting and operation. The CHA team offers more than 30 LEED-accredited professionals (LEED APs) and Envision Sustainability Professionals (ENV SPs) who are experienced in designing and documenting projects for LEED certification under the USGBC’s LEED rating system and for Envision Certification under the Institute for Sustainable Infrastructure (ISI) rating system. CHA’s previous and current experience with the LEED and Envision rating systems is diverse.

CHA’s sustainability initiative stands on four strategic pillars:

Sustainable Services & Clients	We provide sustainable practices in the services we offer to help our clients plan, design, and build projects that endure.	Sustainable Workforce	We inspire our employees by creating an environment that connects us to our company and communities and challenges our employees to grow personally and professionally.	Sustainable Communities	We meaningfully engage with stakeholders and support the communities in which we work and live.	Sustainable Operations	We measure our environmental footprint and implement programs to reduce resource use, waste, and carbon emissions.
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Corporate Commitment to Environmental Stewardship

At CHA, our responsibility **to improve the world we live in** goes far beyond delivering a quality engineering design on schedule and under budget. Our responsibility extends to the communities where each of our employees lives and works.

IT IS OUR OBLIGATION TO RESPONSIBLY IMPROVE THE WORLD THROUGH OUR DESIGNS AND THROUGH OUR ACTIONS, SO THAT OUR ENVIRONMENT IS PRESERVED FOR FUTURE GENERATIONS.



H. ADDITIONAL INFORMATION

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

CHA’s Budget and Schedule Techniques

CHA has provided municipalities similar to Palm Beach County with professional engineering services and additional “extension-of-staff” type resources for a variety of public infrastructure projects using this proven approach. Our strategies for maximizing the effectiveness and efficiency of our projects include:

Schedule Control

The project team has established procedures and software to continually compare project details and available resources.



Team members will hold regular meetings to determine the percentage of project tasks completed and the budget amount exhausted for each milestone. If a deviation should occur from the schedule or budget, project needs will be re-assessed and discussed.

We are well known for our consistent, on-time performance and quality assurance record for major clients in both the public and private sectors. Our design service strategy is always based on client focus and process-oriented thinking to identify and address project issues quickly and cost-effectively.

Given the firm-wide workforce of over 1,700 people, we do not foresee any difficulties meeting your needs. We have the resources to make sure we meet your project schedule.

Cost Control



CHA’s cost control method begins with developing a detailed scope of work, fee proposal, and project-specific work plan to determine project costs. We accomplish this through proactive, upfront communication during the project’s scoping phase.

Once our team and the stakeholders have agreed on the project costs and work plan, CHA’s assigned project manager will develop forecasted project expenditures depicted graphically. This forecast serves as a baseline to monitor the schedule and expenditure and keep the project on track. This dashboard system gives the project team access to information that can be used to quickly and accurately monitor and assess project status to control schedule and budget proactively.

The objectives of a disciplined, cost-control program are two-fold:

- To maintain control over costs throughout the design development process
- To prevent surprises when construction bids are opened

Techniques Used to Control Cost:

Regular Communication

We will meet to discuss project priorities and develop a project plan that outlines the schedule, major milestones, and staffing. Communication is critical to verify the project’s progress and remain on the most efficient path to completion.

Value Engineering

We have experience applying value engineering principles, techniques, and models to projects. We will incorporate value engineering milestones into the design schedule.

Life-cycle Cost Estimating

Our team knows how to complete life-cycle cost estimating of major systems and equipment and provide other value engineering functions to select the upgrade components most beneficial to your facilities in terms of cost, quality, and function.



H. ADDITIONAL INFORMATION

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

CHA's Quality Control Program

CHA uses proactive quality management planning and execution initiated at the earliest possible time in project development and then implemented and monitored throughout design development. Quality does not simply end with the deliverable. CHA will have a vested interest in the project's quality through project construction and closeout.

Before beginning any project work, CHA's project managers prepare a Project-specific Work Plan (PSWP). The PSWP must comply with basic CHA corporate requirements but is then tailored to the specific project requirements at the project manager's discretion. Each PSWP will include identifying project stakeholders, project location and history, scope of services, schedule, budget, Quality Management Plan (QMP), roles and responsibilities of the team, communication style and frequency, file management procedures, and procedures for managing out of scope items.

The project-specific QMP will be customized as a collaborative effort involving the project managers and technical leads. CHA's quality manager will be:

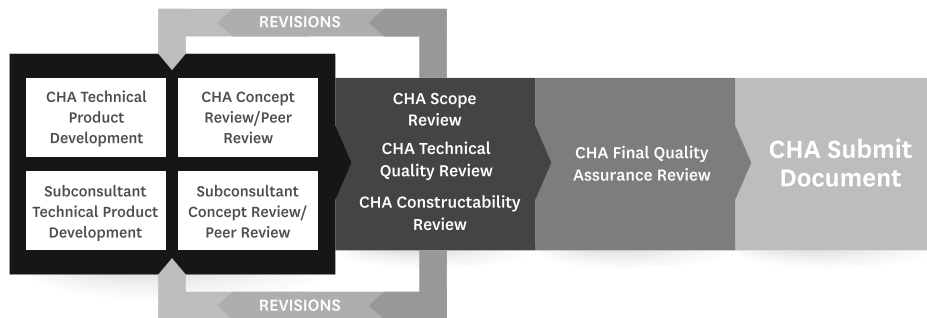
1. Available to assist in the QMP preparation should the need arise
2. Responsible for reviewing and certifying the QMP for consistency and compliance before project work begins

CHA uses a "Red, Yellow, Green" ("RYG") quality review process so that work products and deliverables are fully and consistently reviewed, resolved and recorded. Our

professionals who create the design or prepare the work products to bear the primary responsibility for completeness, content, form, and technical accuracy.

We require a formal check and review of all work products and deliverables. The "RYG" quality review process follows a consistent workflow sequence whereby each design element/work product is highlighted in **YELLOW** to signify that review has occurred. Any direct corrections are annotated in **RED**, and commentary and/or instructions are annotated in **BLUE** or **BLACK**. The checker signs and dates the review set and returns the documents to the design element/work product originator.

The originator evaluates the checkers' comments and works with the checker to resolve each comment. **GREEN** annotations signify agreement with, or the resolution of, the review comments. Corrections are made to the designs or drawings and are then verified by the checker, who places a QA/QC stamp on each drawing or design. Finally, the originator, checker, corrector, and verifier sign and date each drawing or design to verify that the process has been followed for complete quality compliance. The team does not advance or submit any work products or deliverables until they have satisfied the QMP.



I. AUTHORIZED REPRESENTATIVE
The foregoing is a statement of facts.

31. SIGNATURE

Douglas Hammann

32. DATE

1/23/2024

33. NAME AND TITLE

Douglas Hammann, Senior Principal Engineer VII



ARCHITECT – ENGINEER QUALIFICATIONS 1. SOLICITATION NUMBER (If any)
RFQ #2023-08

PART II – GENERAL QUALIFICATIONS
(If a firm has branch offices, complete for each specific branch office seeking work.)

2a. FIRM (OR BRANCH OFFICE) NAME CHA Consulting, Inc.			3. YEAR ESTABLISHED 2011	4. UNIQUE ENTITY IDENTIFIER 96-732-2483
2b. STREET 4700 Riverside Drive			5. OWNERSHIP	
2c. CITY Coral Springs	2d. STATE FL	2e. ZIP CODE 33067	a. TYPE Corporation	
6a. POINT OF CONTACT NAME AND TITLE Douglas Hammann, PE, Senior Principal Engineer VII			b. SMALL BUSINESS STATUS No	
6b. TELEPHONE NUMBER (954) 510-4700		6c. E-MAIL ADDRESS DHammann@chasolutions.com		
8a. FORMER FIRM NAME(S) (If any)			8b. YR. ESTABLISHED	8c. DUNS NUMBER
Clarkeson Engineering Co., Inc., 1952 Clarkeson, Clough, Yokel, 1966 Clough Associates, 1971 Clough Harbour & Associates LLP, 1990			John Clarkeson, Consulting Eng., 1955 Clarkeson & Clough Associates, 1967 Clough, Harbour & Associates, 1981 CHA, Inc., 2008	

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 (1) FIRM (2) BRANCH		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
NA	Airport Engineers	19		A05	Airports; Navais; Airport Lighting; Aircraft Fueling	6
06	Architects	25		A06	Airports; Terminals; & Hangers; Freight Handling	6
12	Civil Engineers	127	1	C15	Construction Management	5
15	Construction Inspector	93		D02	Dams (Earth; Rock); Dikes; Levees	2
21	Electrical Engineers	148		E02	Educational Facilities; Classrooms	6
23	Environmental Engineer	28	2	E07	Energy Conservation; New Energy Sources	4
24	Environmental Scientist	39		E09	Environmental Impact Studies, Assessments or Statements	5
25	Fire Protection Engineer	18	2	F03	Fire Protection	9
27	Foundation/Geotechnical Engineer	8		H04	Heating, Ventilating, Air Conditioning	4
30	Geologist	5		H07	Highways; Streets; Airfield Paving; Parking Lots	8
35	Industrial Engineers	2		I06	Irrigation; Drainage	4
38	Land Surveyor	23		L03	Landscape Architecture	4
39	Landscape Architects	15		L06	Lighting (Exteriors; Street; Memorials; Athletic Fields)	3
42	Mechanical Engineers	114		P06	Planning (Site, Installation and Project)	6
52	Sanitary Engineers	16		P12	Power Generation, Transmission, Distribution	6
54	Security Specialists	7		R06	Rehabilitation (Buildings; Structures; Facilities)	6
57	Structural Engineers	76		S04	Sewage Collection, Treatment & Disposal	8
58	Technician/Analyst	158		S05	Soils & Geologic Studies; Foundations	3
60	Transportation Engineers	142		S07	Solid Wastes; Incineration; Landfill	4
62	Water Resource Engineer	42		S09	Structural Design; Special Structures	5
	Other Employees	647	4	S10	Surveying; Platting; Mapping; Flood Plain Studies	5
				W03	Water Supply; Treatment and Distribution	8
		Total	1,752	9		

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	6	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

12. AUTHORIZED REPRESENTATIVE
The foregoing is a statement of facts.

a. SIGNATURE 	b. DATE 1/12/2024
c. NAME AND TITLE Douglas Hammann, PE, Senior Principal Engineer VII	

TAB 4: SECTION 2

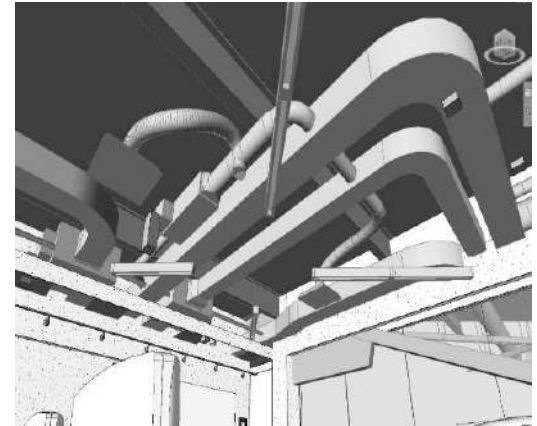




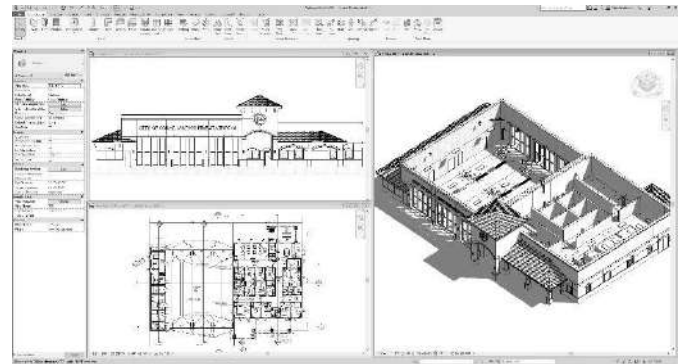
CPZ Architects maintains a small firm environment, which allows the owner to be involved in the management of every project that comes through the office. Your facility will benefit from having the same Senior Project Manager who will handle all aspects of the project. They will do the actual production work for the project and see it through to the end of construction. We maintain the same staff on your project, from start to completion of construction, thereby assuring the city of a seamless process. This also ensures that what was discussed and envisioned during the design is managed all the way through to the end of the project.

BIM CAPABILITIES AND EXPERIENCE

CPZ Architects looks at all projects with an open and creative eye, to assist our client with innovative design solutions when faced with an obstacle. CPZ Architects understands that the construction of a building is a dynamic and ever-changing process. Most obstacles occur when there is a break in communication between all parties. As stated above our office has learned that a project can only be successful when open lines of communication exist between the Architect, the Client, Subconsultants and various permitting agencies and other consultants exist.



Innovation comes in many forms, but as it relates to your project, we would like to highlight our work with the Coral Springs Police Station. This was a multi-million-dollar renovation of the entire 60,000 sf foot building. Other than the interior renovation, we had to remove and replace the existing three-story glass storefront system. The existing glazing system was not impact resistant and therefore was a large concern in the event of a hurricane. Through an innovative approach, we created a phasing plan and temporary wall systems that allowed the building to remain FULLY functional during the renovations process, saving them the cost of employee relocation.



BUILDING INFORMATION MODELING

Our office has embraced the innovative technology of “modeling” building projects, rather than just “drawing” the plans for new projects. We construct a 3-Dimensional Model of the actual building project in REVIT Software. This allows us to provide you with three-dimensional images of not only the exterior, but also of the interior spaces. We can provide shading and sun studies of these models to review the energy efficiency of the buildings if needed. The engineering consultants then can add their systems to the model, and we can verify and correct any conflicts before construction ever starts.

CPZ Architects strives to incorporate innovative technology to increase efficiency. Since the beginning of 2014, CPZ is an integrated BIM office, utilizing the latest version of Revit software from Autodesk. We have also worked with our consultants to integrate the process for structural and MEP Engineering. The consultants we utilize today are also BIM/Revit proficient and have worked with us through the integration process.

Three-dimensional modeling is utilized in all phases of design and construction documents with all new and current projects.



AS-BUILT SERVICES (PHASE I)

CPZ Architects will request as-built drawings for the facility from CSID. Our office will review as-built drawings provided by CSID and have our architectural associate staff start to model the following buildings in REVIT based on as-built drawings:

1. Blower building
2. Effluent Pump Station Building #1
3. Effluent Pump Station Building #2
4. Stormwater Operations
5. High Service Pump Station
6. WWTP Operations

If any as-built drawings are not available, our architectural associate staff will field measure the existing building and provide an as-built model. Once we have all the building as-built models we will set up on sheets and provide CSID with current as-builts.

STRUCTURAL ASSESSMENT REPORT (MUE ENGINEERS PHASE II)

CPZ Architects will have a coordination meeting on site to review current field conditions for all buildings with MUE Engineers to review the buildings (structural components, roof, roof structure and existing exterior walls) and all structural as-built drawings. Once MUE Engineers has reviewed we will coordinate a meeting with CSID to discuss EHPA wind load requirements for all buildings. MUE will then prepare structural assessment reports for each building and run structural calculations. The Structural Assessment report will include the following but not limited to:

1. Scope
2. Inspection procedure
3. Data and record documents
4. Applicable codes and standards
5. Design Loads
 - a. Per original design if applicable
 - b. New design loads based on FBC 2020
6. General description of structure
7. Preliminary analysis and recommendations

Once the structural assessment reports are completed, we will meet with CSID to review and discuss report and coordinate next phase design development. See below for an example structural hardening project we completed for the City of Coral Springs showing reinforced tilt wall panels.

DESIGN DEVELOPMENT (COORDINATION WITH CHA AND MUE ENGINEERS PHASE III)

MUE will proceed with structural design based on findings and recommendations in structural assessment report. CPZ Architects will then have a coordination meeting on site to review and coordinate current field conditions for all buildings with MUE Engineers and CHA Companies (Doug Hammann, P.E.). The following items we will review on site for coordination of new structural reinforcement (recommended in structural assessment report) and installation of new hurricane impact resistant windows and louvers. CHA shall provide engineering support where needed for temporary or minor modifications to existing process water and wastewater process system components to mitigate conflicts with proposed structural hardening improvements. Doug Hammann, P.E. and his team will review each WTP building to see if any piping and/or WTP equipment needs to be relocated or reviewed due to new structural wall reinforcement that may be required for any of the existing buildings.



CONSTRUCTION DOCUMENTS AND SPECIFICATIONS (PHASE IV)

The normal design process will be followed as closely as possible, but many items will overlap. We will provide many submittals to CSID on a continuous basis for review, however we will recommend that we submit 50% and 100% submittals for the city's sign off (Design Development, and Construction Documents).

As the documents progress, we will convene project progress meetings with your office/staff to review and comment on design as well as to discuss any coordination or phasing for this project. Formal meeting minutes are issued to all parties after each meeting. These minutes are also copied to other city staff and consultants as appropriate to assure that all parties remain in the loop. The meeting minutes serve as documentation of decisions made as well as a check list and follow-up list of items that need to be accomplished. Finally, the meeting minutes are brought back to the subsequent meeting and reviewed for progress and resolution. Our office is very committed to providing the most accurate and up to date cost estimating for your project. On our team is Construction Management Services (CMS). They will be providing a detailed cost breakdown at 50% CD phase for this project, to assure CSID that the project is within budget. CMS has worked with our office for over 10 years and has always maintained the budget and provided ideas to help reduce costs as well. We will review the project construction estimates or opinions of cost as design progresses in consideration of your project budget. If the project comes in over budget, we will coordinate CHA Companies and MUE Engineers to get ideas on value engineering where we can change various aspects of the design to fit the budget without compromising the overall design. Upon completion of construction documents, we will prepare documents for permitting and update the design schedule as required.

PERMITTING (PHASE V)

Our full design team is well versed in submitting plans to local and state agencies for permit. As part of our design process, we will meet with your building officials as needed both during the design phase and during the permitting process. We will respond to the building department comments as they are provided.

BIDDING (PHASE V)

Project specifications will be compiled by our office. These documents will be coordinated with you to incorporate all your bidding and contract requirements. The procurement process of the general contractor will be very important to the successful completion of your project. We would recommend the city consider two possible methods, other than the standard "low bid" process. The "Construction Manager at Risk" or "Prequalification Process". Our office recommends the "Pre-Qualification" Process where CSID prequalifies contractors for the project and then shortlists them to 3 or 4 best qualified contractors. This allows you to select contractors that are the most qualified and then allows them to competitively "Bid" the project. We have utilized this process with other municipalities, and it has been very successful. This process should be started at the very beginning of our design. This would allow us to have the shortlisted contractors ready to bid when the construction drawings are 100% complete. It would greatly help expedite the overall process.

CONSTRUCTION ADMINISTRATION (PHASE VI)

Once a contractor has been selected, CPZ will prepare a construction issue set of documents incorporating all bidding clarifications and permit revisions. CPZ Architects takes the construction process VERY seriously. This is the part of the project where the rubber hits the road. As a general contractor, our firm principal, Chris P. Zimmerman, AIA has a strong understanding of this process.



We encourage a true “Team” approach with the contractor to help assist them in their success. We are available to answer questions and provide any additional input and suggestions during this process. We are “open minded” to any suggestions from the contractor to help expedite the project or provide a better project. Shop drawings are carefully reviewed by our entire team to help coordinate the products and materials for the project. CPZ Architects reviews every shop drawing, even if our engineers review them also. We do require the contractor to take an “active” roll in the process as well to assure what is being submitted is “specifically” submitted for this project and not just a generic submittal.

Construction Administration will be performed throughout construction. This will include reviewing shop drawings, attending construction meetings and providing detailed minutes to all attendees, possible field revisions, and reviewing and approval of pay applications from the contractor.

- **ELECTRONIC CONSTRUCTION SCHEDULE.** This shall be submitted and approved before construction starts and will be reviewed monthly with each pay request and updated as required. We consider this to be the single most important document to manage the project and review the contractor’s relevant knowledge of the project. Our requirements are very specific and detailed regarding this submittal.
- **SHOP DRAWING SUBMITTALS AND PROCESSING.** All submittals must be reviewed and stamped by the general contractor prior to submitting them to our office. This helps ensure the general contractor has reviewed the submittals.
- **REQUEST FOR INFORMATION.** All requests must be in writing and submitted through the general contractor to the architect only. We will not respond to any questions from any subcontractors, nor will our consultants respond to the general contractor or subcontractors. This helps promote clear communication.
- **SITE MEETINGS.** We recommend bi-weekly site meetings or more if the city prefers a more in-depth site review. ALL meetings are followed up with site meeting minutes and include construction site photos of the project. We are believers in the statement that a picture tells a thousand words.

These minutes are usually distributed to all parties within 48 to 72 hours of the meeting. Items from each meeting are carried on the minutes until they are resolved. All this adds up to a detailed record of the job progress.

- **MINIMIZE CHANGE ORDERS.** provide explanation and suggestions for alternatives to optimize savings for the owner.

CPZ has performed construction administration services on hundreds of projects. Most notable is our construction administration services provided for the City of Miami Gardens. The Betty T Ferguson Community Center is a 60,000 SF building with an Auditorium, Indoor Aquatics Center, Gymnasium, Dance Studios, Fitness Center and Classroom Facilities. The overall facility was designed as master plan with an estimated 14 million in construction. The best example of our abilities in Construction Administration can be expressed by Mr. Tuan Pham, Senior Project Manager for the City of Miami Gardens (305-914-9123). We were asked to take over a project from another Architect at the start of the Construction. This was the most difficult project we have administered to date. We successfully assisted the city through a multitude of project revisions and project change orders left behind by the other professionals. The project was completed, and the city was impressed by our handling of even the most difficult issues. Our services on this project enabled us to become a continuing services architect for the City of Miami Gardens and helped us obtain the contracts for the remaining phases of the park, including the perimeter fence and the amphitheater.



SCHEDULE CONTROL

Our firm works with our clients to determine the project schedule at the start of the project to include the Design Phase, Permitting Submittals, and estimated construction phase. We create an electronic schedule that can be maintained throughout the project. This schedule is reviewed at the completion of each phase of the project. If the project falls behind schedule, we determine what is required to bring the project back on schedule and make the necessary revisions. We can add more people to the project, extend work hours or both if these methods will expedite the project. Other scheduling solutions may include changing the sequence of activities to keep the project moving to completion. As the project develops, we will add all the permitting requirements and time frames required, thereby allowing us to focus on those tasks that allow us to expedite the permit process, while at the same time finishing the construction documents.

EXAMPLE STRUCTURAL HARDENING PROJECT

CPZ Architects was retained by the City of Coral Springs to harden their existing warehouse building to an EOC Building. The city requested the EOC building be designed to EPHA Building design for wind loads of 210 mph. MUE Engineers completed a structural assessment report on this building, and it was determined walls needed to be reinforced to comply with EPHA wind load requirements. Below are actual photos of reinforcing before and after photos of reinforced tilt wall panels designed to withstand 210 mph.





TAB 5: SECTION 3




Attachment H

**Certification Regarding
Debarment, Suspension, Ineligibility
And Voluntary Exclusion**

Subcontractor Covered Transactions

The prospective subcontractor, CPZ Architects, Inc., of the Sub-Recipient certifies, by submission of this document, that neither it, its principals, nor affiliates are presently debarred, suspended, proposed for debarment, declared ineligible, voluntarily excluded, or disqualified from participation in this transaction by any Federal department or agency.

SUBCONTRACTOR

By: 
Signature
Chris P. Zimmerman, AIA Principal
Name and Title
43316 W Broward Blvd
Street Address
Plantation, Florida 33317
City, State, Zip
12-7-2023
Date

Coral Springs Improvement District
Sub-Recipient's Name
H1035
DEM Contract Number
4564-023-R
FEMA Project Number

**Attachment K
Certification Regarding Lobbying**

Check the appropriate box:

- This Certification Regarding Lobbying is required because the Contract, Grant, Loan, or Cooperative Agreement will exceed \$100,000 pursuant to 2 C.F.R. Part 200, Appendix II(I); 31 U.S.C. § 1352; and 44 C.F.R. Part 18.
- This Certification is not required because the Contract, Grant, Loan, or Cooperative Agreement will be less than \$100,000.

APPENDIX A. 44 C.F.R. PART 18 – CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The Sub-Recipient or subcontractor, NA, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. Chap. 38, Administrative Remedies for False Claims and Statements, apply to this certification and disclosure, if any.

NA

Signature of Sub-Recipient/subcontractor's Authorized Official

NA

Name and Title of Sub-Recipient/subcontractor's Authorized Official

Date

DISCLOSURE OF LOBBYING ACTIVITIES

Approved by OMB

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

0348-0046

(See reverse for public burden disclosure.)

1. Type of Federal Action: <input type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. Report Type: <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____
4. Name and Address of Reporting Entity: <input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: Congressional District, if known: _____	5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: NA _____ _____ _____ _____ Congressional District, if known: _____	
6. Federal Department/Agency: NA	7. Federal Program Name/Description: NA CFDA Number, if applicable: <u>NA</u>	
8. Federal Action Number, if known: NA	9. Award Amount, if known: \$ NA	
10. a. Name and Address of Lobbying Registrant (if individual, last name, first name, MI): NA _____ _____ _____ _____	b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI): NA _____	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: <u>NA</u> Print Name: _____ Title: _____ Telephone No.: _____ Date: _____	
Federal Use Only:		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

CPZ LICENSES & CERTIFICATIONS



Ron DeSantis, Governor

Melanie S. Griffin, Secretary



STATE OF FLORIDA DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

BOARD OF ARCHITECTURE & INTERIOR DESIGN

THE ARCHITECT HEREIN IS LICENSED UNDER THE
PROVISIONS OF CHAPTER 481, FLORIDA STATUTES

ZIMMERMAN, CHRISTOPHER P

CPZ ARCHITECTS, INC.
4316 WEST BROWARD BOULEVARD
PLANTATION FL 33317

LICENSE NUMBER: AR0010995

EXPIRATION DATE: FEBRUARY 28, 2025

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Ron DeSantis, Governor

Melanie S. Griffin, Secretary



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BARRY, JOSEPH JAMES

10354 BRASILIA ST
COOPER CITY FL 33026

LICENSE NUMBER: AR96502

EXPIRATION DATE: FEBRUARY 28, 2025

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CPZ LICENSES & CERTIFICATIONS



State of Florida Department of State

I certify from the records of this office that CPZ ARCHITECTS, INC. is a corporation organized under the laws of the State of Florida, filed on December 2, 2002.

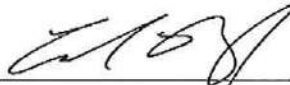
The document number of this corporation is P02000128253.

I further certify that said corporation has paid all fees due this office through December 31, 2023, that its most recent annual report/uniform business report was filed on February 9, 2023, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

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




Secretary of State

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STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS

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SMITH, JASON L.
755 S DENNING DRIVE
WINTER PARK FL 32789

LICENSE NUMBER: PE57743



EXPIRATION DATE: FEBRUARY 28, 2025

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WIJEGUNAWARDANA, SUDHARMA
2747 MISTY OAKS CIRCLE
ROYAL PALM BEACH FL 33411

LICENSE NUMBER: PE63143

EXPIRATION DATE: FEBRUARY 28, 2025

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OCI LICENSES & CERTIFICATIONS



State of Florida Department of State

I certify from the records of this office that OCI ASSOCIATES, LLC is a Delaware limited liability company authorized to transact business in the State of Florida, qualified on November 7, 2023.

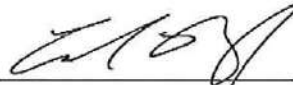
The document number of this limited liability company is M23000014262.

I further certify that said limited liability company has paid all fees due this office through December 31, 2023 and that its status is active.

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

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Third day of January, 2024*




Secretary of State

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SPECIAL INSPECTOR NUMBER: 7027309


UNTERWEGER, MARCUS OTMAR

5201 NE 15TH AVENUE
FT. LAUDERDALE FL 33334

LICENSE NUMBER: PE63860

EXPIRATION DATE: FEBRUARY 28, 2025


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MADRIZ, RICARDO ADOLFO

2909 NW 10TH AVE
WILTON MANORS FL 33311

LICENSE NUMBER: PE68444

EXPIRATION DATE: FEBRUARY 28, 2025

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MUE LICENSES & CERTIFICATIONS



State of Florida Department of State

I certify from the records of this office that MUENGINEERS INC. is a corporation organized under the laws of the State of Florida, filed on December 14, 2010.

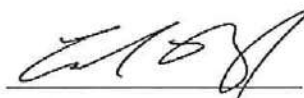
The document number of this corporation is P10000100735.

I further certify that said corporation has paid all fees due this office through December 31, 2024, that its most recent annual report/uniform business report was filed on January 6, 2024, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Sixth day of January, 2024*




Secretary of State

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State of Florida Department of State

I certify from the records of this office that C.M.S.-CONSTRUCTION MANAGEMENT SERVICES, INC. is a corporation organized under the laws of the State of Florida, filed on March 14, 1980.

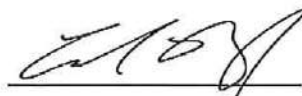
The document number of this corporation is 659282.

I further certify that said corporation has paid all fees due this office through December 31, 2024, that its most recent annual report/uniform business report was filed on January 3, 2024, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

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Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Third day of January, 2024*




Secretary of State


Tracking Number: 4483126895CC

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CHA CERTIFICATIONS





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- AB&T Delinquent Invoices & Activity List Search

10:04:52 AM 7/14/2023

LICENSEE DETAILS

Licensee Information

Name:	CHA CONSULTING, INC. (Primary Name)
Main Address:	575 BROADWAY ALBANY New York 12207
County:	OUT OF STATE

License Information

License Type:	Engineering Business Registry
Rank:	Registry
License Number:	28386
Status:	Current
Licensure Date:	01/29/2009
Expires:	

Note: FDBPR stopped issuing certificates in 2020. CHA's license number is 28386.
 CHA Consulting, Inc. is active and in good standing with the Florida Department of State under document number F08000004937 (see below).

State of Florida Department of State

I certify from the records of this office that CHA CONSULTING, INC. is a New York corporation authorized to transact business in the State of Florida, qualified on November 17, 2008.

The document number of this corporation is F08000004937.

I further certify that said corporation has paid all fees due this office through December 31, 2023, that its most recent annual report/uniform business report was filed on January 30, 2023, and that its status is active.

I further certify that said corporation has not filed a Certificate of Withdrawal.

Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Thirty-first day of January, 2023



Secretary of State

Tracking Number: 601911353CU

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STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS

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

HAMMANN, DOUGLAS KARL
21101 SWEETWATER LANE NORTH
BOCA RATON FL 33428

LICENSE NUMBER: FE05059
EXPIRATION DATE: FEBRUARY 28, 2025

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STATE OF FLORIDA

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FACEY, BRYANT J.
5125 SANCERRE CIRCLE
LAKE WORTH FL 33453

LICENSE NUMBER: FE74036
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BID SUBMITTAL FORM FOR RFQ NO. 2023-08

Page 1 of 4

SUBMITTED TO:

Coral Springs Improvement District
10300 N.W. 11th Manor
Coral Springs, Florida 33071

1. The undersigned Proposer proposes and agrees, if this Bid is accepted, to enter into an agreement with DISTRICT to perform all service as specified in the Request for Qualifications No. 2023-08 Documents for the price(s) and within the time indicated in this Request for Proposals No. 2023-08, and in accordance with the terms and conditions of Request for Proposals No. 2023-08 Documents.

2. Proposer accepts and hereby incorporates by reference in this Bid Submittal Form all of the terms and conditions of the Request for Proposal and Instructions to Proposers, Section 2.0 including without limitation those pertaining to the disposition of Request for Proposal Security.

3. The Proposer has examined the site of the project and has become fully informed concerning local conditions, and the nature and extent of the deliveries. Proposer has examined the indemnification and liquidated damages provisions, if any, and the bond and insurance requirements of the bid submittal. Accepts and agrees to abide by those terms and conditions without exception or limitation of any kind.

4. Proposer has given the DISTRICT written notice of all conflicts, errors or discrepancies that it has discovered in the RFQ No 2023-08 and/or Contract documents and the written resolution thereof by the DISTRICT is acceptable to Proposer.

5. Will you subcontract any part of these services? Give details including a list of each subcontractor(s) that will perform services of **ANY** percent of the contract amount and the services that will be performed by each subcontractor(s). **PROVIDE SBE CERTIFICATION OF EACH PRIME (IF APPLICABLE) AND SUBCONTRACTOR.**

See Section 3/Tab 5 for SF 330 and Organizational Chart for Subconsultants

BID SUBMITTAL FORM FOR RFQ NO. 2023-08

Page 2 of 4

6. Proposer proposes to furnish all surveying, engineering, design, plans preparation, permitting, and construction administration for the deliveries described as follows:

Wind protect six (6) buildings: Stormwater Operations Center buildings, the Wastewater Treatment Plant building, the North Blower Building, the Effluent Pump Station #1 building, the Effluent Pump Station #2 building, the High Service Pump Station building. Coordinates (26.244980, -80.262310)

7. The proposer will adhere to the negotiated Bid Price(s) listed on their negotiated (Fee Schedule C) in US Dollars

8. The proposer agrees that the deliverables will be ready for deliveries within sixty (60) calendar days from the date of Contract Commencement as specified in the Notice to Proceed.

9. Acknowledgment is hereby made of the following addenda (identified by number) received since issuance of the Request for Proposal:
Pre-Bid Meeting Dated 12-19-2023
Addendum No. ____ Dated _____
Addendum No. ____ Dated _____
Addendum No. ____ Dated _____
Addendum No. ____ Dated _____
Addendum No. ____ Dated _____
Addendum No. ____ Dated _____

BID SUBMITTAL FORM FOR RFQ NO. 2023-08

Page 3 of 4

10. PLEASE HAVE YOUR INSURANCE REPRESENTATIVE CAREFULLY REVIEW THE INSURANCE REQUIREMENTS CONTAINED IN THE QUALIFICATIONS STATEMENT, PRIOR TO SUBMITTING YOUR BID PACKAGE TO ENSURE COMPLIANCE WITH ALL INSURANCE REQUIREMENTS.

11. The DISTRICT reserves the right to award this contract on the basis of any combination or all items, in which the DISTRICT deems in its best interests.

12. All communications concerning this RFQ shall be emailed to:

Danielle Keira-Cancel, Procurement Manager

Coral Springs Improvement District

10300 N.W. 11th Manor

Coral Springs, Florida 33071

Tel. 954-796-6620

Email daniellec@csidfl.org

13. The following documents are attached to and made as a condition to this RFQ:

- a. Byrd Anti-Lobbying Amendment Certification
- b. Drug-Free Workplace Certification
- c. Proof of Insurance
- d. State of Florida Professional Engineer License
- e. State of Florida Certification of Authorization
- f. Proof of active SAM.gov Unique Entity ID (UEI)
- g. E-Verify Affidavit: **3 pages**
- h. Non-Collusion Oath
- i. Qualification Statement: **9 pages**
- j. Client References
- k. Bid Submittal Form for RFQ No. 2023-08: **4 pages**
- l. Bid Submittal Security, if required
- m. Public Entity Crimes: **3 pages**
- n. Scrutinized Vendor Certification: **2 pages**
- o. Conflict of Interest Disclosure Form
- p. Good Faith Affidavit

BID SUBMITTAL FORM FOR RFQ NO. 2023-08

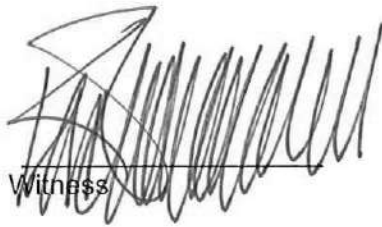
Page 4 of 4

PROPOSER'S CERTIFICATION

In witness whereof, the Proposer has executed this Bid Submittal Form for RFQ# 2023-08
this 7 day of December, 2023.



Signature of Individual/Title



Witness

Chris P. Zimmerman, AIA

Printed Name of Individual

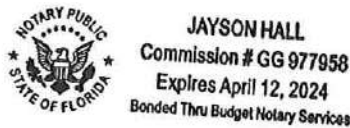
ACKNOWLEDGMENT

STATE OF Florida

COUNTY OF Broward

Sworn to (or affirmed) and subscribed before me this 7 day of December,
2023, by Chris P. Zimmerman, AIA.

Physical presence _____ OR Online notarization _____





Signature of Notary Public

[STAMP HERE]

State of Florida

Personally Known _____ OR Produced Identification _____

Type of Identification Produced: _____

QUALIFICATIONS STATEMENT

Page 1 of 9

The undersigned certifies under oath the truth and correctness of all statements and of all answers to questions made hereinafter:

Submitted To: Coral Springs Improvement District
10300 N.W. 11th Manor
Coral Springs, Florida 33071

Doing Business As
(If applicable):

Proposer's Name: CPZ Architects, Inc.
Proposer's Address: 4316 W. Broward Blvd
City, State, Zip Code: Plantation, FL 33317
Telephone No: 954-792-8525
Email: chris@cpzarchitects.com

If payment(s) is/are to be mailed to address other than stated above, please complete section below:

Contact Name: Chris P. Zimmerman, AIA
"Remit to" Address: N/A
City, State, Zip Code:
Telephone No:
Email:

QUALIFICATIONS STATEMENT

Page 2 of 9

1. State the true, exact, correct and complete name of the partnership, corporation, trade, or fictitious name under which you do business and the address of the place of business.

Legal Name of Proposer: 4316 W. Broward Blvd, Plantation, FL 33317
Address of principal place of business: Chris P. Zimmerman, AIA | President
Contact Person's Name and Title:
Proposer's Telephone 954-792-8525
Email chris@cpzarchitects.com
Proposer's License Number AR0010995

14. If the Proposer is a corporation, answer the following:

a. Date of Incorporation: December 2, 2002
b. State of Incorporation: Florida
c. President's name: Chris P. Zimmerman, AIA
d. Vice President's name: _____
e. Secretary's name: Kim Zimmerman
f. Treasurer's name: _____
g. Name and address of Registered Agent:
Angela Delgado
665 SE 10th Street, Suite 201,
Deerfield Beach, FL 33441

QUALIFICATIONS STATEMENT

Page 3 of 9

3. If Proposer is an individual, corporation, or partnership answer the following:

Articles of Incorporation Date	Indicate if Proposer is Individual, Corporation, or Partnership	Name of Individual or Partnership	Address of Individual or Partnership	Ownership of Units for Partner (If applicable)
12/02/2002	S. Corporation	Chris P. Zimmerman, AIA	4316 W. Broward Blvd Plantation, FL 33317	

4. If Proposer is other than an individual, corporation or partnership, describe the organization and give the name and address of principals:

N/A

5. If Proposer is operating under a fictitious name, submit evidence of compliance with the Florida Fictitious Name Statute.

N/A

6. How many years has your organization been in business under its present business name?

20 years

QUALIFICATIONS STATEMENT

Page 4 of 9

Under what other former names has your organization operated?

N/A

7. Indicate registration, license numbers or certificate numbers for the businesses or professions which are the subject of this RFQ. Please attach certificate of competency and/or state registration.

See Section 3/Tab 5 for licenses and certification certificates.

8. Do you have a complete set of documents, including drawings and addenda?
(Y) (N)

9. Did you attend the Pre-Proposal Conference? Your bid submittal WILL NOT be accepted if your firm or the firm you represent did not sign-in on the Sign-In sheet provided at such conference.
(Y) (N)

10. Have you ever failed to complete any work awarded to you?
(Y) (N)

If so, state when, where and why?

N/A

QUALIFICATIONS STATEMENT

Page 5 of 9

- 11. Within the last five (5) years, has any officer or partner of your organization ever been an officer or partner of another organization when it failed to complete a contract?

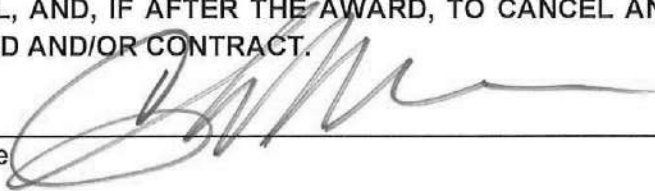
(Y) _____ (N) X _____

If so, state when, where and why?

N/A

THE PROPOSER ACKNOWLEDGES AND UNDERSTANDS THAT THE INFORMATION CONTAINED IN RESPONSE TO THIS QUALIFICATIONS STATEMENT SHALL BE RELIED UPON BY DISTRICT IN AWARDING THE CONTRACT AND SUCH INFORMATION IS WARRANTED BY PROPOSER TO BE TRUE. THE DISCOVERY OF ANY OMISSION OR MISSTATEMENT THAT MATERIALLY AFFECTS THE PROPOSER'S QUALIFICATIONS TO PERFORM UNDER THE CONTRACT SHALL CAUSE THE DISTRICT TO REJECT THE BID SUBMITTAL, AND, IF AFTER THE AWARD, TO CANCEL AND TERMINATE THE AWARD AND/OR CONTRACT.

Signature



QUALIFICATIONS STATEMENT

Page 6 of 9

STATE OF Florida

COUNTY OF Broward

Sworn to (or affirmed) and subscribed before me this 7 day of December,
2023, by Chris P. Zimmerman, AIA.

Physical presence _____ OR Online notarization _____



JAYSON HALL
Commission # GG 977958
Expires April 12, 2024
Bonded Thru Budget Notary Services

Jayson Hall
Signature of Notary Public

[STAMP HERE]

State of Florida

Personally Known _____ OR Produced Identification _____

Type of Identification Produced: _____

WITNESS my hand and official seal.

The undersigned further agrees to the following stipulations of the RFQ requirements.

1.LIABILITY

- A. District personnel shall be contacted a minimum of 24 hours prior to any work with the time and location the work is to be performed. In addition, District personnel will/may observe but will not participate in any operations.
- B. CONTRACTOR shall not commence work under this Agreement until it has obtained all insurance required under this paragraph and such insurance has been approved by the DISTRICT nor shall the CONTRACTOR allow any subcontractor to commence work on any subcontract until all similar such insurance required of the subcontractor has been obtained and similarly approved. It shall be the responsibility of the Contractor to comply with all Federal, State, and Local Water Management District Environmental Rules and/or Regulations.

QUALIFICATIONS STATEMENT

Page 7 of 9

- C. Comprehensive General Liability Insurance written on an occurrence basis including, but not limited to coverage for bodily injury and property damage, personal & advertising injury, products & completed operations, and contractual liability. Coverage must be written on an occurrence basis, with limits of liability no less than:
1. Each Occurrence Limit - \$2,000,000
 2. Personal & Advertising Injury Limit - \$2,000,000
 3. General Aggregate Limit - \$2,000,000
 4. Products & Completed Operations Aggregate Limit - \$2,000,000
- D. Workers' Compensation and Employers' Liability Insurance covering all employees, and/or volunteers of the CONTRACTOR engaged in the performance of the Scope of Work associated with this Agreement. In the event any work is sublet, the CONTRACTOR shall require the subcontractors similarly to provide Workers' Compensation Insurance for all the latter's employees unless such employees are covered by the protection afforded by the CONTRACTOR. Coverage for the CONTRACTOR and its subcontractors shall be in accordance with applicable state and/or federal laws that may apply to Workers' Compensation Insurance with limits of liability no less than:
1. Workers' Compensation: Coverage A – Statutory
 2. Employers Liability: Coverage B \$100,000 - Each Accident
\$500,000 Disease – Policy Limit
\$100,000 Disease – Each Employee
- If CONTRACTOR claims to be exempt from this requirement, CONTRACTOR shall provide CITY proof of such exemption along with a written request for CITY to exempt CONTRACTOR, written on CONTRACTOR letterhead.
- E. Comprehensive Auto Liability Insurance covering all owned, non-owned and hired vehicles used in connection with the performance of work under this Agreement, with a combined single limit of liability for bodily injury and property damage no less than:
1. Any Auto (Symbol 1)
Combined Single Limit (Each Accident) - \$1,000,000
 2. Hired Autos (Symbol 8)
Combined Single Limit (Each Accident) - \$1,000,000
 3. Non-Owned Autos (Symbol 9)
Combined Single Limit (Each Accident) - \$1,000,000
- F. Professional Risk coverage:
1. Each Occurrence Limit - \$1,000,000
 2. General Aggregate Limit - \$1,000,000

QUALIFICATIONS STATEMENT

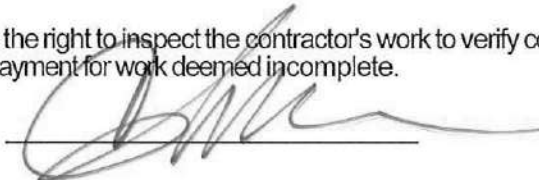
Page 8 of 9

- G. The Coral Springs Improvement District shall be named as an Additional Insured on each of the General Liability policies required herein.
- H. CONTRACTOR shall name the DISTRICT, as an additional insured on each of the General Liability policies required herein and shall hold the DISTRICT, its elected and appointed officers, agents, employees, and instrumentalities harmless on account of claims for damages to persons, property or premises arising out of the services provided hereunder.
- I. Any insurance required of the CONTRACTOR pursuant to this Agreement must also be required of any subcontractor in the same limits and with all requirements as provided herein, including naming the DISTRICT as an additional insured, in any work that is subcontracted unless such subcontractor is covered by the protection afforded by the CONTRACTOR and provided proof of such coverage is provided to DISTRICT. The CONTRACTOR and any subcontractors shall maintain such policies during the term of this Agreement.
- J. The DISTRICT reserves the right to require any other additional types of insurance coverage and/or higher limits of liability it deems necessary based on the nature of work being performed under this Agreement.
- K. The insurance requirements specified in this Agreement are minimum requirements and in no way reduce any liability the CONTRACTOR has assumed in the indemnification/hold harmless section(s) of this Agreement.

2. COMPLETION OF WORK

- A. The district reserves the right to inspect the contractor's work to verify completion of the contract and withhold partial payment for work deemed incomplete.

Signed By:



Title:

President

Dated:

12/7/2023

QUALIFICATIONS STATEMENT

Page 9 of 9

BOARD/CONTRACTOR SIGNED SHEET

Coral Springs Improvement District RFQ # 2023-08 approved on _____

CORAL SPRINGS IMPROVEMENT DISTRICT

Signature of CSID Witness

Signature of CSID President

Printed Name of CSID Witness

Printed Name of CSID President

Date

CONTRACTOR

CPZ Architects, Inc.

Company



Signature

Chris P. Zimmerman, AIA, Principal

Name and Title (Printed)

CLIENT REFERENCES

Contractor's Name: CPZ Architects, Inc.

The professional must provide the following information for three (3) previous clients in which similar scope of services were performed within the last five (5) years. Contractor is responsible for verifying correct phone numbers, email address, and contact information. Public Entities are preferred as references. Failure to provide all three (3) references may deem your submittal non-responsive.

Reference No. 1

Company Name:	City of Coral Springs
Location (City, State):	Coral Springs, Fl
Date of Service:	On going
Contact Person:	Chad Maraj
Contact Number:	954-344-3463
Email Address:	cmaraj@coralsprings.org

Reference No. 2

Company Name:	City of Coconut Creek
Location (City, State):	Coconut Creek, Fl
Date of Service:	on-going
Contact Person:	Brian Rosen
Contact Number:	954-545-6614
Email Address:	brosen@coconutcreek.net

Reference No. 3

Company Name:	City of Tamarac
Location (City, State):	Tamarac, Fl
Date of Service:	on-going
Contact Person:	Ron Stein
Contact Number:	954-597-3716
Email Address:	ron.stein@tamarac.org

PUBLIC ENTITY CRIMES

Page 1 of 3

Section 287.132-133(3)(a), Florida Statutes, effective July 1, 1989, require that no public entity shall enter into a contract, award of RFQ, or transact business in excess of \$10,000.00 with any person or affiliate who has been convicted of a public entity crime. Prior to entering into a sworn statement with the Purchasing Department on form 7088.

A copy of the form is reproduced below. This completed form must be on file prior to the issuing of a Purchasing Order.

**Sworn Statement Under Section 287.133(3)(a),
Florida Statutes on Public Entity Crimes**

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

1. This sworn statement is submitted with 2023-08 - Wat/Wastewater Plant Wind Hardening - (CCNA)
(Solicitation Number and Name)

2. This sworn statement is submitted by CPZ Architects, Inc. whose business address is 4316 W. Broward Blvd, Plantation, FL 33317

and (if applicable) it's Federal Employer Identification No. (FEIN) is 57-1140055 (If the entity has no FEIN, include the Social Security Number of the individual signing the sworn statement.

3. My name is Chris P. Zimmerman, AIA and my relationship to the entity name above is President.

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

5. I understand that "convicted or conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding or fault or a conviction of a public entity crime, with or without adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.

PUBLIC ENTITY CRIMES

Page 2 of 3

6. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:

- A. A predecessor or successor of a person convicted of a public entity crime; or
- B. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

7. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of the state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

8. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement. **(Please indicate which one of the two statements applies.)**

X Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor the affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.

 The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, have been charged with and convicted of a public entity crime subsequent to July 1, 1989, **AND (Please indicate which of the three additional statement applies below.)**

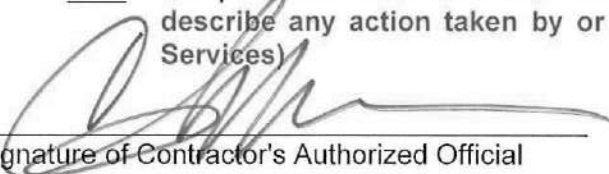
PUBLIC ENTITY CRIMES

Page 3 of 3

____ There have been proceedings concerning the conviction before a hearing officer of the State of Florida, Division of Administration Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. **(Please attach a copy of the Final Order)**

____ The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administration Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. **(Please attach a copy of the Final Order)**

____ The person or affiliate has not been placed on the convicted vendor list. **(Please describe any action taken by or pending with the Department of General Services)**


Signature of Contractor's Authorized Official

Chris P. Zimmerman, AIA | President
Name and Title of Contractor's Authorized Official

12/7/2023
Date

STATE OF Florida

COUNTY OF Broward

Sworn to (or affirmed) and subscribed before me this 7 day of December,
2023, by Chris P. Zimmerman, AIA.

Physical presence _____ OR Online notarization _____


Signature of Notary Public

[STAMP HERE] State of Florida

Personally Known _____ OR Produced Identification _____

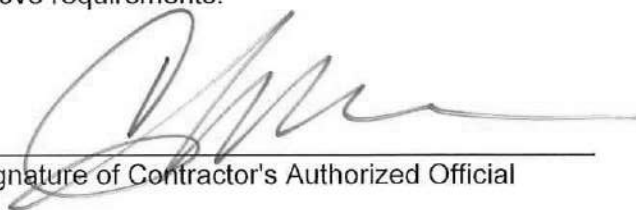
Type of Identification Produced: _____

DRUG-FREE WORKPLACE CERTIFICATION

THE BELOW SIGNED Contractor CERTIFIES that it has implemented a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

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

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



Signature of Contractor's Authorized Official

Chris P. Zimmerman, AIA | President

Name and Title of Contractor's Authorized Official

12/7/2023

Date

E-VERIFY FORM UNDER SECTION 448.095, FLORIDA STATUTES

Page 1 of 3

Project Name: WATER/WASTEWATER PLANT WIND HARDENING - HMGPProject No.: RFQ# 2023-08

DEFINITIONS:

“Contractor” means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration. “Contractor” includes, but is not limited to, a vendor or consultant.

“Subcontractor” means a person or entity that provides labor, supplies, or services to or for a contractor or another subcontractor in exchange for salary, wages, or other remuneration.

“E-Verify system” means an Internet-based system operated by the United States Department of Homeland Security that allows participating employers to electronically verify the employment eligibility of newly hired employees.

Effective January 1, 2021, Contractors shall register with and use the E-Verify system in order to verify the work authorization status of all newly hired employees. Contractor shall register for and utilize the U.S. Department of Homeland Security’s E-Verify System to verify the employment eligibility of:

- a) All persons employed by a Contractor to perform employment duties within Florida during the term of the contract; and
- b) All persons (including sub vendors/subconsultants/subcontractors) assigned by Contractor to perform work pursuant to the contract with the Coral Springs Improvement District. The Contractor acknowledges and agrees that registration and use of the U.S. Department of Homeland Security’s E-Verify System during the term of the contract is a condition of the contract with the Coral Springs Improvement District; and
- c) Should vendor become the successful Contractor awarded for the above-named project, by entering into the contract, the Contractor shall comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to registration and utilization of the E-Verify System to verify the work authorization status of all newly hired employees. The contractor shall also require all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The Contractor shall maintain a copy of such affidavit for the duration of the contract

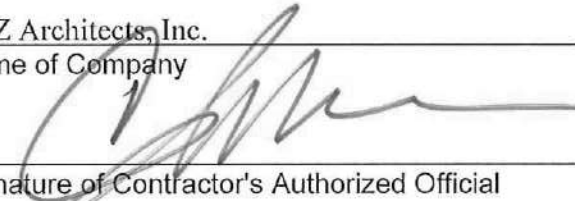
E-VERIFY FORM UNDER SECTION 448.095, FLORIDA STATUTES

Page 2 of 3

CONTRACT TERMINATION:

- a) If the District has a good faith belief that a person or entity with which it is contracting has knowingly violated s. 448.09 (1) Fla. Stat., the contract shall be terminated.
- b) If the District has a good faith belief that a subcontractor knowingly violated s. 448.095 (2), but the Contractor otherwise complied with s. 448.095 (2) Fla. Stat., shall promptly notify the Contractor and order the Contractor to immediately terminate the contract with the subcontractor.
- c) A contract terminated under subparagraph a) or b) is not a breach of contract and may not be considered as such.
- d) Any challenge to termination under this provision must be filed in the Circuit Court no later than 20 calendar days after the date of termination.
- e) If the contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination.

CPZ Architects, Inc.
Name of Company


Signature of Contractor's Authorized Official

Chris P. Zimmerman, AIA
Print Name of Contractor's Authorized Official

President
Print Title of Contractor's Authorized Official

12/7/2023
Date

E-VERIFY FORM UNDER SECTION 448.095, FLORIDA STATUTES

Page 3 of 3

STATE OF Florida

COUNTY OF Broward

Sworn to (or affirmed) and subscribed before me this 7 day of December,
2023, by Chris P. Zimmerman, AIA.

Physical presence _____ OR Online notarization _____



JAYSON HALL
Commission # GG 977958
Expires April 12, 2024
Bonded Thru Budget Notary Services

Jayson Hall
Signature of Notary Public

[STAMP HERE]

State of Florida

Personally Known _____ OR Produced Identification _____

Type of Identification Produced: _____

SCRUTINIZED VENDOR CERTIFICATION

Page 1 of 2

Certification Pursuant To Florida Statute § 287.135

I, Chris P. Zimmerman, AIA, on behalf of CPZ Architects, Inc.,
Print Name and Title Contractor Name

Certify that CPZ Architects, Inc. does not:
Contractor Name

1. Participate in a boycott of Israel; and
2. Is not on the Scrutinized Companies that Boycott Israel List; and
3. Is not on the Scrutinized Companies with Activities in Sudan List; and
4. Is not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; and
5. Has not engaged in business operations in Syria.

Submitting a false certification shall be deemed a material breach of contract. The City shall provide notice, in writing, to the Contractor of the City's determination concerning the false certification. The Contractor shall have ninety (90) days following receipt of the notice to respond in writing and demonstrate that the determination of false certification was made in error. If the Contractor does not demonstrate that the City's determination of false certification was made in error then the City shall have the right to terminate the contract and seek civil remedies pursuant to Florida Statute § 287.135.

Section 287.135, Florida Statutes, prohibits the City from: 1) Contracting with companies for goods or services in any amount if at the time of bidding on, submitting a proposal for, or entering into or renewing a contract if the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, F.S. or is engaged in a boycott of Israel; and 2) Contracting with companies, for goods or services over \$1,000,000.00 that re on either the Scrutinized Companies with activities in the Iran Petroleum Energy Sector List, created pursuant to s. 215.473, or are engaged in business operations in Syria

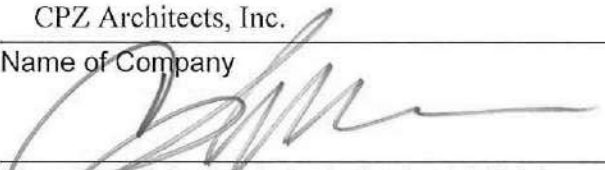
SCRUTINIZED VENDOR CERTIFICATION

Page 2 of 2

As the person authorized to sign on behalf of the Contractor, I hereby certify that the company identified above in the section entitled "Contractor Name" does not participate in any boycott of Israel, is not listed on the Scrutinized Companies that Boycott Israel List, is not listed on either the Scrutinized Companies with activities in the Iran Petroleum Energy Sector List, and is not engaged in business operations in Syria. I understand that pursuant to section 287.135, Florida Statutes, the submission of a false certification may subject the company to civil penalties, attorney's fees, and/or costs. I further understand that any contract with the City for goods or services may be terminated at the option of the City if the company is found to have submitted a false certification or has been placed on the Scrutinized Companies with Activities in Sudan list or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List.

CPZ Architects, Inc.

Name of Company



Signature of Contractor's Authorized Official

Chris P. Zimmerman, AIA

Print Name of Contractor's Authorized Official

President

Print Title of Contractor's Authorized Official

12/7/2023

Date

CONFLICT OF INTEREST DISCLOSURE FORM

Project Name: WATER/WASTEWATER PLANT WIND HARDENING - HMGP

Project No.: RFQ# 2023-08

DEFINITIONS:

"Conflict of Interest" or **"Interest"** is defined as a situation in which a proposer has, or appears to have, a financial or family relationship with any employee, manager, or Board of Supervisors.

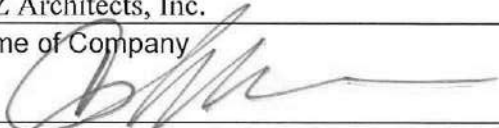
"Financial Relationship" includes involvement of the proposer and the District employee in a current partnership, joint venture, company, or corporation, and any other relationship that could make it appear that the proposer would obtain a monetary benefit if a favorable evaluation was given.

"Immediate Family" is defined as spouse, father, mother, son, daughter, brother, sister, uncle, aunt, first cousin, nephew, niece, grandfather, grandmother, grandson, granddaughter, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepmother, stepfather, stepson, stepdaughter, stepbrother, stepsister, half-brother or half-sister, or domestic partner.

1. We certify that we do not have a conflict of interest because of any financial relationship or other interest with any immediate family member of the District Board Member and/or Employee.
2. We certify that we will not solicit or accept gratuities, favors, or anything of monetary value from any District Board Member and/or Employee.
3. We certify to the best of our knowledge that we have not had discussions, conversations, offers, agreements, or arrangements for future employment with our company for any District Board Member and/or Employee.
4. We certify to the best of my knowledge that we have no financial relationship of any kind with any District Board Member and/or Employee, which might appear to create a conflict of interest.
5. We certify that our SBE firm(s) do not have any conflict of interest.

CPZ Architects, Inc.
Name of Company

President
Print Title of Contractor's Authorized Official


Signature of Contractor's Authorized Official

12/7/2023
Date

Chris P. Zimmerman, AIA
Print Name of Contractor's Authorized Official

NON-COLLUSION OATH

Before me, the Undersigned, a Notary Public, for and in the County and State aforesaid, personally appeared: Chris P. Zimmerman, AIA and made oath that the Contractor herein, its agents, servants, and/or employees, to the best of its knowledge and belief, have not in any way colluded with anyone for and on behalf of the Contractor, or themselves, to obtain information that would give the Contractor an unfair advantage over others, nor have they colluded with anyone for and on behalf of the Contractor, or themselves, to gain any favoritism in the award of the contract.


Affiant Signature

STATE OF Florida
COUNTY OF Broward

Sworn to (or affirmed) and subscribed before me this 7 day of December, 2023, by Chris P. Zimmerman, AIA.

Physical presence _____ OR Online notarization _____



JAYSON HALL
Commission # GG 977958
Expires April 12, 2024
Bonded Thru Budget Notary Services


Signature of Notary Public

[STAMP HERE]

State of Florida

Personally Known _____ OR Produced Identification _____

Type of Identification Produced: _____

GOOD FAITH AFFIDAVIT

I hereby propose to provide the services requested in the District's RFQ and, if awarded, enter into a contract with the District. I agree that the terms and conditions of the District's RFQ shall take precedence over any conflicting terms and conditions submitted with my proposal and agree to abide by all conditions of the RFQ. I acknowledge that the District may not accept the proposal due to any exceptions.

I certify that all information contained in my proposal is truthful to the best of my knowledge and belief. I further certify that I am duly authorized to submit this proposal on behalf of the company as its agent and that the company is ready, willing, and able to perform if awarded a contract.

I further certify, under oath, that this proposal is made without prior understanding, agreement, connection, discussion or collusion with any other person, company or corporation submitting a proposal for the same product or service; no gratuities, gifts or kick-backs were offered or given by the Contractor or anyone on its behalf to gain favorable treatment concerning this procurement; no elected official, employee or agent of the District or of any other company is interested in said proposal; and that the undersigned executed this affidavit with full knowledge and understanding of the matters therein contained and was duly authorized to do so.


Affiant Signature

STATE OF Florida


COUNTY OF Broward

Sworn to (or affirmed) and subscribed before me this 7 day of December,
2023, by Chris P. Zimmerman, AIA via

Physical presence _____ OR Online notarization _____



JAYSON HALL
Commission # GG 977958
Expires April 12, 2024
Bonded Thru Budget Notary Services


Signature of Notary Public

[STAMP HERE]

State of Florida

Personally Known _____ OR Produced Identification _____

Type of Identification Produced: _____



“Designing Quality Architecture That Builds Lasting Relationships”

Thank You
For The Opportunity!

CPZ Architects, Inc.

4316 West Broward Boulevard, Plantation, FL 33317
1601 Belvedere Rd, S-305, West Palm Beach, FL 33406
1717 20th Street Unit 1, Vero Beach, Florida 32960
200 N. El Mar Drive, Suite 201, Jensen Beach, FL 34957
Chris P. Zimmerman, AIA | (954) 792-8525 | Chris@cpzarchitects.com



February 1, 2024

Re: RFQ 2023-08
Respondent's Presentations

Thank you for responding to our Request for Qualifications. We found all teams to be highly qualified to provide professional services for the Hazard Mitigation Grant project. Our preliminary rankings separated the top and bottom firms by 2 points out of a possible 100. To help the selection committee finalize the rankings we are requesting that you present to the selection committee key features of your team's anticipated approach to this project at which time you will introduce us to the project manager and our point of contact for the project.

Presentations will be limited to 20 minutes, followed by 10 minutes of questions and answers. The presentation should focus on your anticipated approach to the project, not the materials provided in the RFQ response. Please feel free to elaborate on a prior project that involved work similar to ours, some of the challenges encountered and the implemented solutions.

To help you prepare for the presentation we are providing the attached "scope", which provides a flavor of what is required for this project. Additionally, each team will be provided with the complete grant agreement.

The District looks forward to your presentations.

Regards,

A handwritten signature in black ink, appearing to read "Glen A. Hanks".

Glen A. Hanks, P.E.
Director of Engineering





Overview of Work to be performed by design professionals.

As a Hazard Mitigation Grant Program project 6 buildings at Coral Springs Improvement District Water Wastewater Plant located at 10300 Northwest 11th Manor, Coral Springs, Florida, 33071 will be altered to increase the resistance to damage from wind events. The improvements to the buildings shall cause the buildings to comply with ASCE 7 Standard and Florida Building Code requirements for Risk Class IV structures (protection against 180 MPH winds). Necessary improvements include (but are not limited to):

1. Replacing existing windows and doors with impacted rated windows and doors
2. Replacing existing louvers, exhaust fans and vents with wind resistant models or providing wind resistant protective installations
3. Causing the walls and roofs to comply with above standards.
4. Protecting ancillary HVAC and mechanical equipment from damage.

Buildings covered by this work include:

1. The Stormwater Operations Center
2. Wastewater Treatment Plant Operations aka South Blower Building,
3. North Blower Building,
4. Effluent Pump Station #1 building,
5. Effluent Pump Station #2 building, and
6. High Service Pump building.

Buildings covered by this grant are roughly 40 years old and predominantly CMU construction with pre-cast roof decks. However, some portions of the buildings are of other construction types, notably frame. Record plans are available for some of the structures covered by this grant.

The selected team is responsible for

- a. Verifying accuracy of plans and records obtained from CSID and or the City.
- b. Determining the current degree of compliance with specified codes and standards for the required wind resistance.
- c. Designing appropriate structural modifications to comply with grant requirements.
- d. Obtaining all permit approvals for the modifications
- e. Preparing/providing documents for CSID to bid out required construction activities as set forth in the grant.



- f. Preparing/providing appropriate and sufficient supporting documentation to obtain reimbursement from FDEM and FEMA.
- g. Provide services during construction (construction observation, inspection, certification, and contract administration)

Proposal shall be in two parts with one part addressing tasks a through e and the second part covering task f.

It is understood that the contractor utilized by the selected team to secure permit will not be used for phase 2 of the grant but will be replaced by the successful bidder (contractor) for phase 2 of the project.



Coral Springs Improvement District Water/Wastewater Plant Wind Hardening - CCNA RFQ # 2023-08



Project Team



Fort Lauderdale 2022 "Firm of the Year"





Our Team



Coral Springs Improvement District- Location



CMS- Construction Management Services
7 miles away

CHA Solutions
3 miles away

Coral Springs Improvement District

MUEngineering, Inc.
13 miles away

CPZ Architects, Inc.
Plantation Headquarters

LOCAL TEAM!
CPZ Office:
14 miles away
20 minutes away



Why CPZ?



Fort Lauderdale 2022 "Firm of the Year"



"Designing Quality Architecture that Builds Lasting Relationships"

Firm Principal and Owner Involvement	20 Years Firm Experience	Local Office Plantation
\$2,000,000 Professional Liability	20 Years Financial Stability	All Office Locations West Palm Beach Jensen Beach Vero Beach
75% of our work is governmental projects	NO Litigation	18 Staff Members (4) Licensed Architects (1) Licensed General Contractor (1) Licensed Interior Designer
Past Elected Official		

Your Leadership Team



Chris P. Zimmerman, AIA
Owner, President

40 Years of Experience



Joseph J. Barry, AIA
Vice President
Project Architect

30 Years of Experience



Mr. Chris P. Zimmerman, AIA

President | Principal Architect



- Principal Architect
- 40 years Experience
- Handled all aspects of design and construction phases for various municipal buildings including Community Centers, Police, Fire, Parks, and Public Works





Mr. Joe Barry, AIA

Vice President | Project Architect



- Senior Project Manager
- 30 years Experience
- Handled all aspects of design and construction phases for various municipal buildings incl Community Centers, Police, Fire, Parks, and Public Works





CHA Solutions



Miscellaneous Water Treatment Plant Improvements Phase III



WTP Emergency Generator Replacement



WTP Wastewater Recovery Basin



WTP Clearwell Addition



2.0 MG Water Storage Tank and WTP Improvements



Tamarac Control Building & Water Treatment Plant -CPZ





OCI Associates, Inc.



RELEVANT PROJECT EXPERIENCE TEAM:

- EOC Expansion, Vero Beach, Florida
- Town of Jupiter Municipal Complex & Emergency Operations Center
- City of Hollywood Police Headquarters & Fleet Maintenance Facility
- City of Longwood Fire Station No. 15
- *Martin County – CPZ Continuing Contract*
 - *Martin Administration Interior Renovations*
 - *Martin County Courthouse Renovations*
 - *Martin County Hobe Sound Library*
- *Palm Bay Fire Station - CPZ*
- *Indian Harbor Beach City Hall Renovation - CPZ*

- Jason Smith, P.E., LEED AP BD+C, CEM
- Sudharma Wijegunawardana, P.E., LEED AP, LC
- Amir Kazeminia, PE, President
- Kaz Kazeminia, NICET





OCI's Experience | 100+ Hurricane Hardened Buildings



Ritz Carlton Grand Cayman – Hurricane Hardening Assessment

- MEP/FP System Assessment
- Louvers, Equipment Tie Downs, Generators, etc.

City of Palm Beach Gardens – Emergency Operations Center

- 10,800 SF | \$3.1 Mil | LEED Silver | MEP/FP/IT/AV
- Category 5 Hurricane Hardened up to 205 mph

St. Lucie County – Emergency Operations Center

- 27,283 SF | \$12.7 Mil | MEP/FP
- Category 5 Hurricane Hardened

Hillsborough County – Public Safety Operations Complex

- 92,400 SF | \$36.1 Mil | LEED Certified | ME/FP
- Category 5 Hurricane Hardened up to 192 mph

City of Hollywood – Police Headquarters

- 120,000 SF | \$72.5 Mil | MEP/FP/LV
- Category 5 Hurricane Hardened





OCI's Experience | 100+ Hurricane Hardened Buildings



Town of Jupiter – Municipal Complex

- 38,823 SF | \$20 Mil | MEP/FP/LV
- Category 5 Hurricane Hardened

St. Lucie County Fire District – Prototype Fire Station

- 8,000 SF | \$4 Mil | MEP/FP/LV
- Category 5 Hurricane Hardened

Charlotte County Sheriff's Office – District 4 Headquarters

- Est. 16,000 SF | \$9.3 Mil | Cat. 5 | MEP/FP/LV
- Category 5 Hurricane Hardened

Volusia County Sheriff's Office – Evidence Facility & Forensics Lab

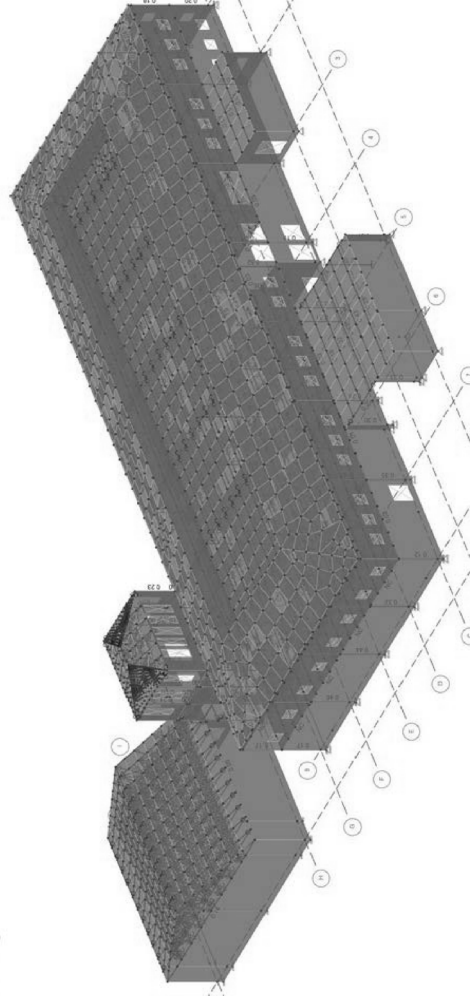
- 32,200 SF | \$12.1 Mil | LEED Certified | MEP/FP/LV
- Category 4+ Hurricane Hardened

Village of Palm Springs – Public Safety Complex Renovation & Expansion

- 26,400 SF | \$11.9 Mil | MEP/FP/LV
- Category 4 Hurricane Hardened



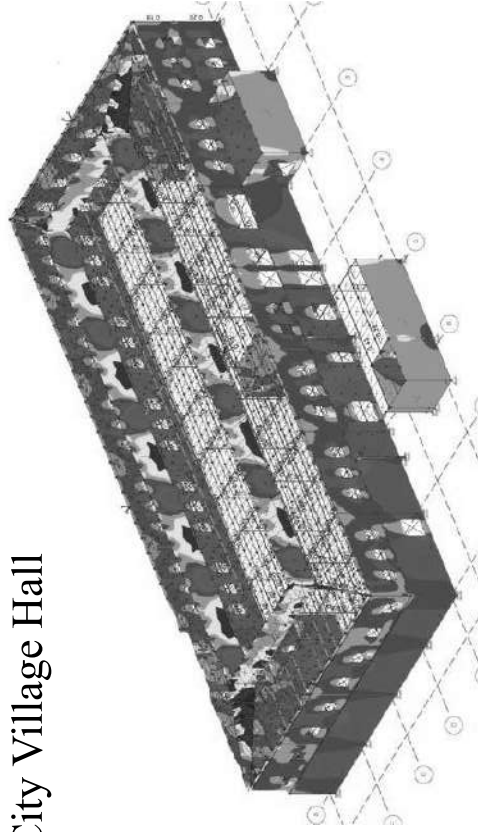
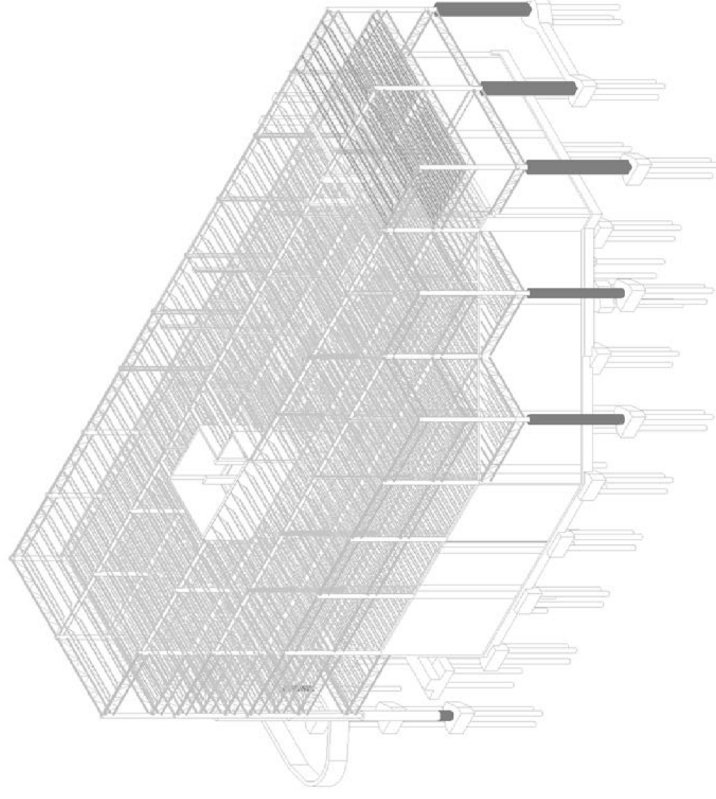
- Review the record drawings, shop drawings and any information collected during the site visits to understand the existing conditions and design assumptions of the structure
- Develop a 3D Finite Elements Structural Analysis Model using the available data to evaluate the current code compliance and the load carrying capacity of the existing structure under different loading scenarios
- Based on the results of the structural analysis, determine which structural components (beams, columns, foundations, walls, connections, joists, etc.) need to be reinforced or replaced to meet the current FBC requirements for essential facilities
- Provide structural design and details of the reinforcements



THOROUGH, DETAILED AND COST-EFFICIENT ENGINEERING DELIVERED IN A TIMELY MANNER

Similar Structural Analysis Projects

- Margate Water Treatment Plant-Maintenance Building
- Town of Davie Public Works Complex
- Broward County, Port Everglades, Building 27
- Margate Water Treatment Plant-Chlorine Building
- Coral Springs, Westside Maintenance Complex
- Cooper City Village Hall





Past Recommendation Letters



Mark Curran
Fire Chief



COCONUT CREEK FIRE RESCUE
4800 WEST COPANS ROAD
COCONUT CREEK, FLORIDA 33083
www.coconutcreek.net
Phone: (954) 973-8706 • Fax: (954) 420-3665

July 24, 2012

To Whom It May Concern:
The City of Coconut Creek
with Mr. Chris Zimmerman
of the Administration
of the Department and CPZ
Project.

This project involved the
floor plan with 1000 square
feet of space. The project
experience with modern fire
equipment and the project to move
the City has ever lived.

In summary, it is because of
CPZ Architects, Inc.

Sincerely,

Mark Curran
Mark Curran
Fire Chief

“I have worked for the City of Coral Springs for 28 years and have to say that CPZ is one of the best firms the City has ever hired.” Chief Curran

“Their experience with modern Fire Station Design made the design process smooth and enabled this project to move quickly and cost effectively..” Chief Polio

“We would recommend CPZ Architects for your project and we would not hesitate to use CPZ in the future. Their experience and willingness to work closely with staff provides outstanding client support, which results in a successful project and a lasting client relationship.” Chief Babinec



**CORAL SPRINGS
PARKLAND**
— FIRE DEPARTMENT —

November 8, 2017

To whom it may concern,

The City of Coral Springs Fire Department has worked with CPZ Architects on several projects. The most recent project was the design and construction of Fire Station #43, completed in 2008. In 2011, CPZ Architects completed the design for Fire Station #45 & #95. CPZ Architects has always given the City of Coral Springs very professional and prompt service and are readily available by phone and for meetings.

CPZ Architects recently completed Fire Station #43 & Fire Station #95 and both stations are the same design as the new Fire Station #45. The new fire stations are the same architectural prototype but on two different projects.

We would recommend CPZ Architects for your project and we would not hesitate to use CPZ in the future. Their experience and willingness to work closely with staff provides outstanding client support, which results in a successful project and a lasting client relationship.

Sincerely,

Frank Babinec
Frank Babinec
Fire Chief

CORAL SPRINGS - PARKLAND FIRE DEPARTMENT
2801 Coral Springs Drive - Coral Springs, Florida 33067 Phone: (954) 344-5554 • Fax: (954) 344-9523
WWW.CORALSPRINGSFLORIDA.GOV

Related Experience





Fire CHIEF Awards



2002 Fire Station #74, Hollywood
As VP of Scharf and Associates, Inc.



Hardened Equipment Penthouse.





Coral Springs Police Station Renovation & Addition





Coral Springs Police Station Renovation & Addition

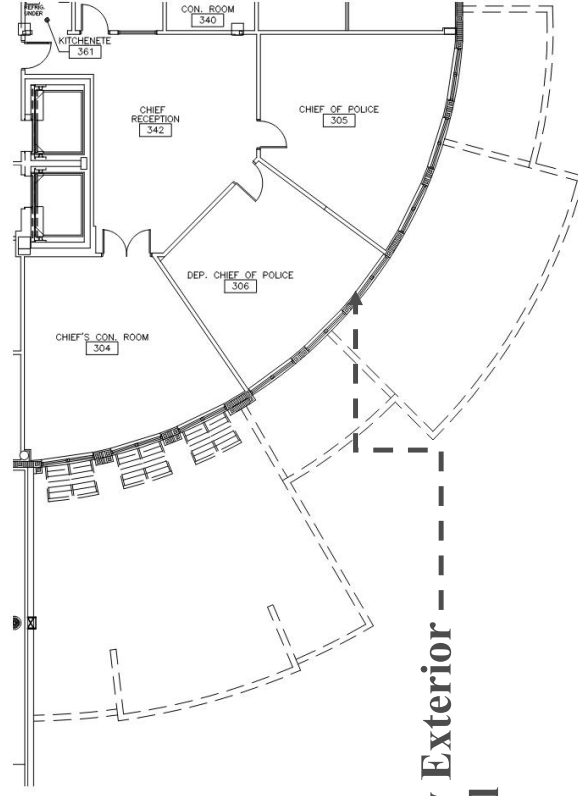
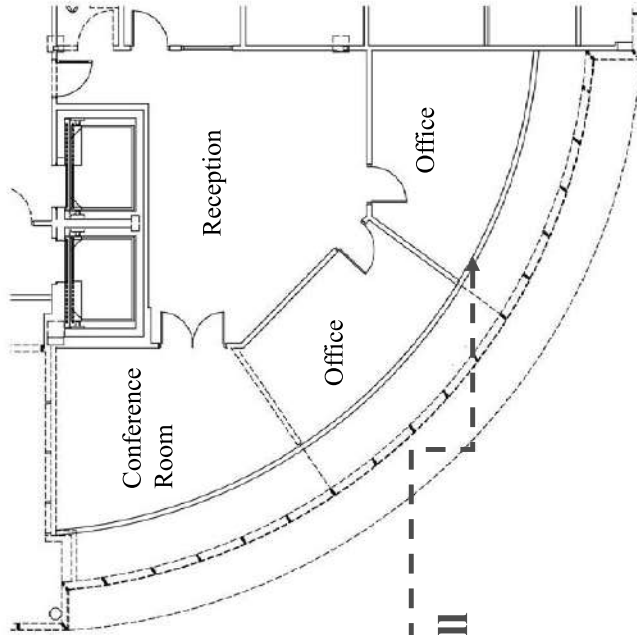




Coral Springs Police Station Renovation & Addition



- 60,000 sf
- Reskinned the building and maintained operations during construction.
- 24 Hour Secure Operations!
- Hardened Building
- Completed 2010





Coral Springs Police Station Renovation & Addition



Coral Springs Police Station Renovation & Addition





Coral Springs Police Station Renovation & Addition



Attachment F

FLORIDA DEPARTMENT OF COMMUNITY AFFAIRS DIVISION OF EMERGENCY MANAGEMENT

QUARTERLY REPORT FORM

RECIPIENT: City of Coral Springs Project Number # 1609-3-R
PROJECT LOCATION: Wind Retrofit DCA ID #: 08HM-6G-11-16-02-023
DISASTER NUMBER: FEMA-1539-DR-FL QUARTER ENDING: June, 2008

Provide amount of advance funds disbursed for period (if applicable) \$ _____
Provide reimbursement projections for this project:

July-Sep, 200 \$ _____ Oct-Dec, 2007 \$ _____ Jan-Mar, 2008 \$ _____ Apr-June, 2008 \$ _____
July-Sep, 2008 \$ _____ Oct-Dec, 2008 \$ _____ Jan-Mar, 2009 \$ _____ Apr-June, 2009 \$ _____

Percentage of Work Completed (may be confirmed by state inspectors): 100%

Project Proceeding on Schedule: Yes No

Describe milestones achieved during this quarter:
The designer have completed all the design work for the project

Provide a schedule for the remainder of work to project completion:
The design of the project is completed.

Describe problems or circumstances affecting completion date, milestones, scope of work, and cost:
There are no identifiable problems at this time.

Cost Status: Cost Unchanged Under Budget Over Budget

Additional Comments/Elaboration:

NOTE: Department of Community Affairs (DCA) staff may perform interim inspections and/or audits at any time. Events may occur between quarterly reports, which have significant impact upon your project(s), such as anticipated overruns, changes in scope of work, etc. Please contact DCA as soon as these conditions become known, otherwise you may be found non-compliant with your subgrant award.

Name and Phone Number of Person Completing This Form _____



Westside

Coral Springs Public Work Campus - Re-Purpose Warehouse



Conference Rooms



Secure Public Entry



Municipal Facility Renovation

Coral Springs Westside Fleet Vehicle Maintenance Facility





Municipal Facility Renovation

Coral Springs Westside Fleet Vehicle Maintenance Facility





Municipal Facility Renovation

Coral Springs Westside Fleet Vehicle Maintenance Facility



Site specific structural components analyzed and hardened to meet the current FBC codes and standards for Essential Facilities to ensure the building can resist the increased wind uplift loads due to extreme weather events.

- Increased column foundations to increase load carrying and wind uplift capacities
- Steel joists were hardened by adding steel bridging and section increases of top & bottom chords and diagonal members





Municipal Facility Renovation

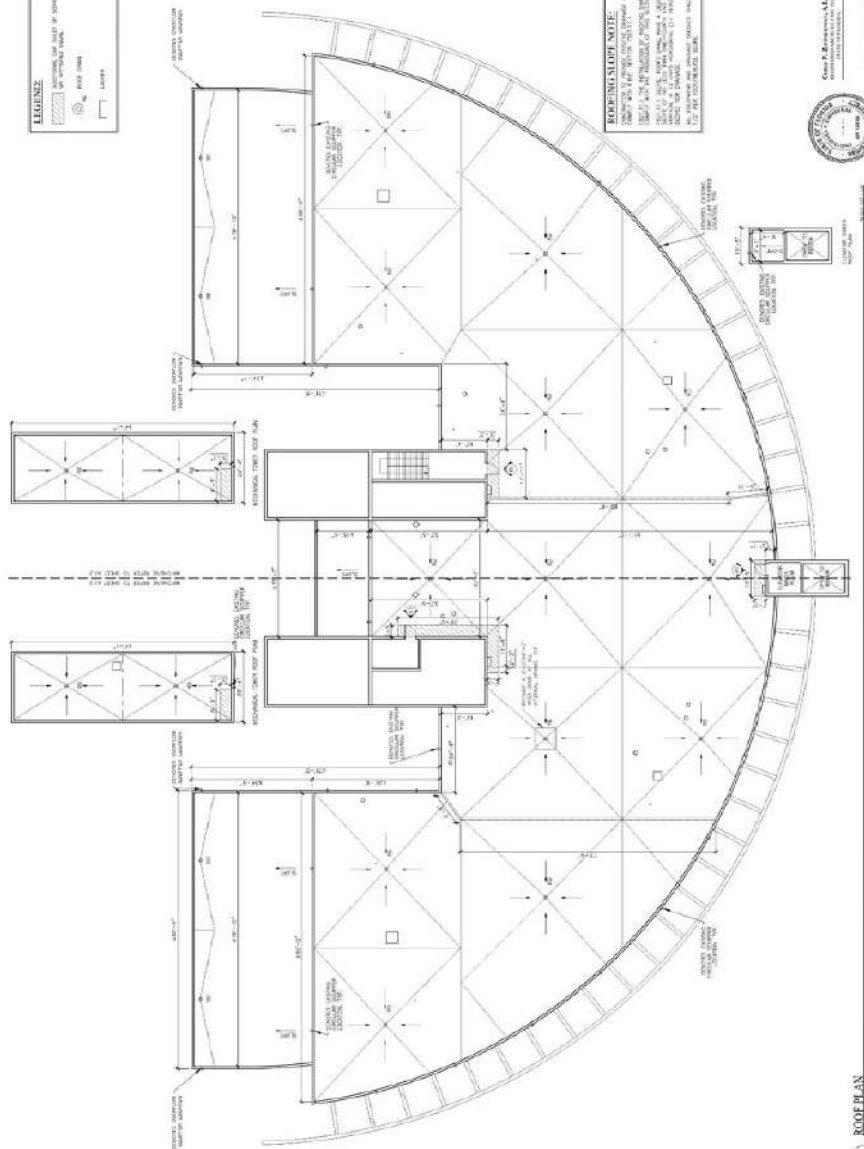
Coral Springs Westside Fleet Vehicle Maintenance Facility



- Existing tilt-up panels were hardened by adding concrete columns and beams
- A new interior mezzanine (per original scope) was utilized to laterally brace the existing tilt-up panels



CPZ ARCHITECTS, INC. Roof Replacement – Broward County West Regional Courthouse

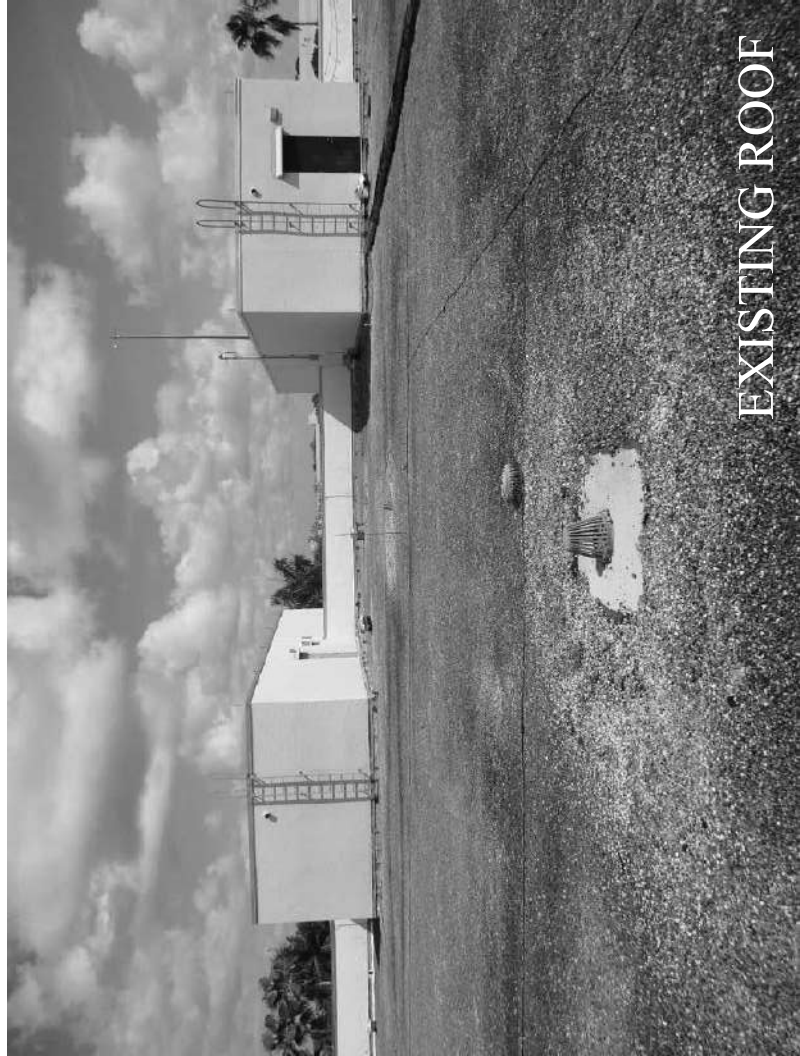


WIRCH Re-Roof Project
 General Opinion of Possible Re-Roof Cost
 6/17/2021
NOTE - This is not a "Cost Estimate". Only our opinion.

Item	Area	Cost	Sub-Total
Roof			
Roof Replacement	34,400 sf	\$ 26.00 /sf =	\$ 894,400.00
Lightning Protection Replacement	34,400 sf	\$ 2.00 /sf =	\$ 68,800.00
		SUBTOTAL	\$ 963,200.00
Contingency	10% #		\$ 96,320.00
		TOTAL	\$ 1,059,520.00



Roof Replacement – Broward County West Regional Courthouse



EXISTING ROOF



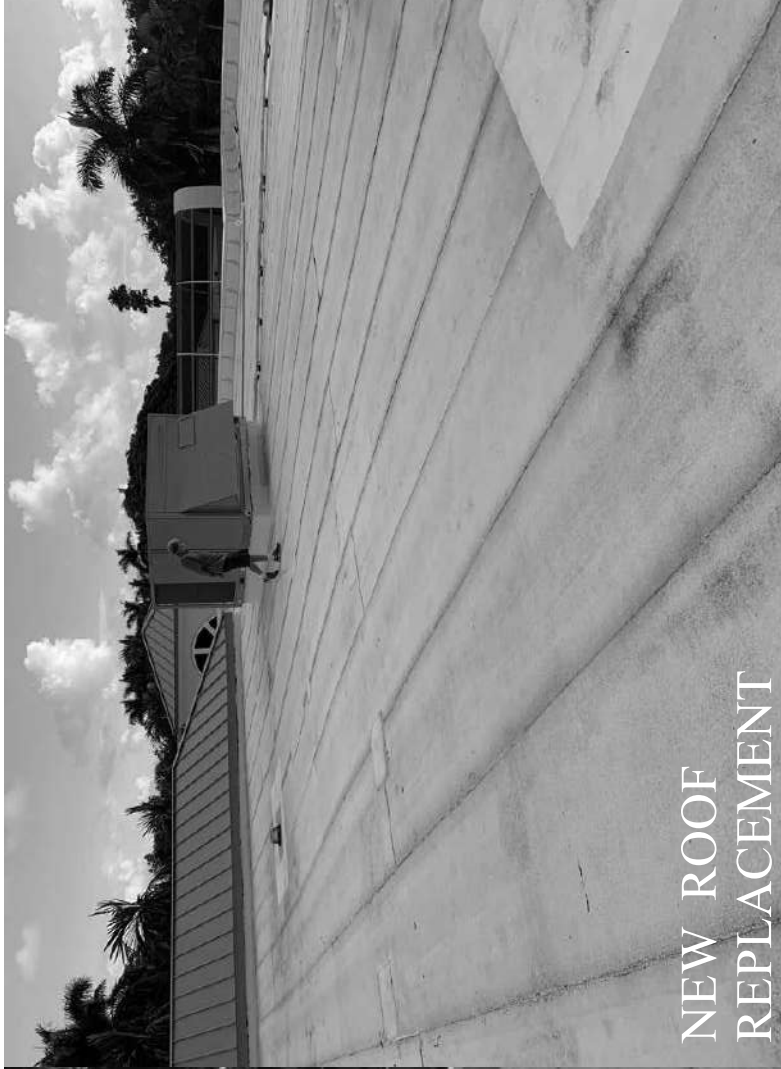
NEW ROOF REPLACEMENT



City of Sunrise - Roof Replacement



EXISTING ROOF



NEW ROOF
REPLACEMENT



Tamarac Water Treatment Plant



This building contains labs and control room that overlooks the plant operations and is proposed to be directly connected to the tanks and filtrations systems through overhead walkways/bridges.



In addition to the main administrative building, CPZ will assist engineering consultants in designing the exteriors for new motor control, fluoride, and NaOCL buildings on the site.

The city wanted to redevelop the entire site with new building structures for the administration offices and several accessory buildings to the water treatment plant in a way that its operation is not affected during construction.





Tamarac Water Treatment Plant





Tamarac Water Treatment Plant



Your Project





Project Site



“Essential Facility” Requirements

- Essential Municipal Buildings are built to a Category 5 and above.
- Category 5 versus Essential Facilities
- Exceeds Cat 5 regulations
- Additional wind load capacity
- Level E Impact windows, doors and louvers
- Impact Rated Generator Enclosures
- Generators **INSIDE** the buildings or enclosures
- 210 MPH Wind Load

Mechanical

- Evaluate all existing wall mounted louvers for HVAC systems for impact and wind driven rain resistance
- Evaluate all existing roof mounted or wall mounted fan equipment for impact and wind load resistance
- Replace all louvers and fans that do not comply with the current requirements of the Florida Building Code for impact, wind load and wind driven rain resistance with new
- All new louvers will be AMCA 540 and AMCA 550 rated for impact and wind driven rain resistance
- All new fans and louvers will have Florida Product Approval with formal Notice of Acceptance (NOA)



WIND DRIVEN HURRICANE LOUVER

Electrical

- The electrical scope is anticipated to be minor
- Any wall or roof mounted equipment will be disconnected and reconnected
- Coordinate power for any HVAC fans, etc. that are getting replaced

Louvers – Air Flow

- Using the 6' x 3' example:
- Concrete Louver to Hurricane Wind Driven Rain = 10.8/7.8 so the new opening would be a 38% larger opening.
- Old standard louvers to Hurricane Wind Driven Rain = 10/7.8 so the new opening would be a 28% larger opening.
- Airflows at 6' x3' keeping them all consistent at 550 fpm:
 - Concrete = 5,940 cfm
 - Standard = 5,500 cfm
 - Hurricane Wind Driven Rain = 4,290 cfm



Coordination of Plant Wind Hardening Improvements with Existing Process and Operations

CHA Consulting shall provide engineering support where needed to mitigate impact to existing plant process or operation. Examples of this work related to the hardening scope:

- **Replacement of existing windows and doors with impacted rated windows and doors**
 - Confirmation that proposed doors and windows provide appropriate access to existing equipment.
 - Temporary or permanent relocation of existing piping and/or electrical/instrumentation conduits to allow space for new doors and windows.
- **Replacement of existing louvers, exhaust fans, and vents with wind-resistant models or providing wind-resistant protective installations**
 - Confirmation that proposed louvers meet process and cooling airflow requirements of existing equipment. Confirmation of minimum free air velocity and installation area required. Recommendation of additional louvers as needed.
 - Confirmation that proposed exhaust fans meet cooling airflow or air exchange requirements of existing equipment and spaces. Confirmation of minimum air flow rate and required by replacement location. Recommendation of additional louvers as needed.
 - Confirmation that proposed vents (sidewall or gravity) meet process and cooling air inflow supply requirements of existing equipment and spaces. Confirmation of minimum free air velocity and installation area required. Recommendation of additional vents as needed.
 - Engineering support for determination of maintenance and operational space requirements for barrier wind walls for exhaust fan or other equipment installations for non-wind-resistant components, such as exhaust fans.
- **Protecting ancillary HVAC and Mechanical Equipment from Damage**
 - Engineering support for determining maintenance and operational space requirements for barrier wind walls or other improvement for the protection of ancillary equipment.

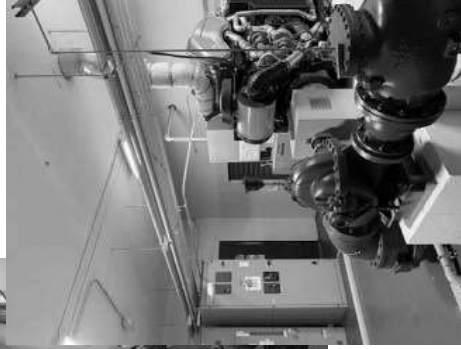
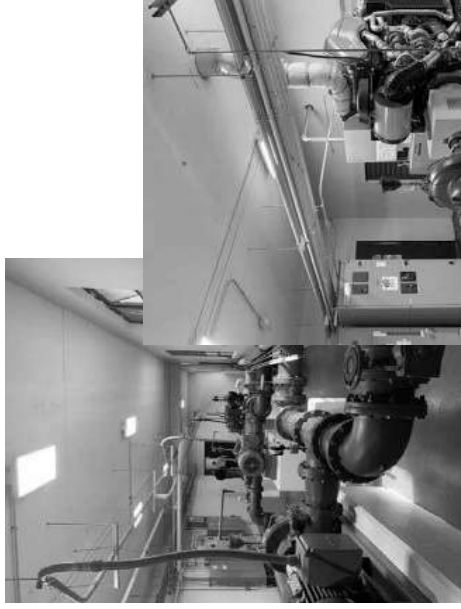
Existing Process and Operations Coordination Examples



Air Flow/Access



Fan Coordination



Existing Piping/Conduits Coordination

Access Requirements



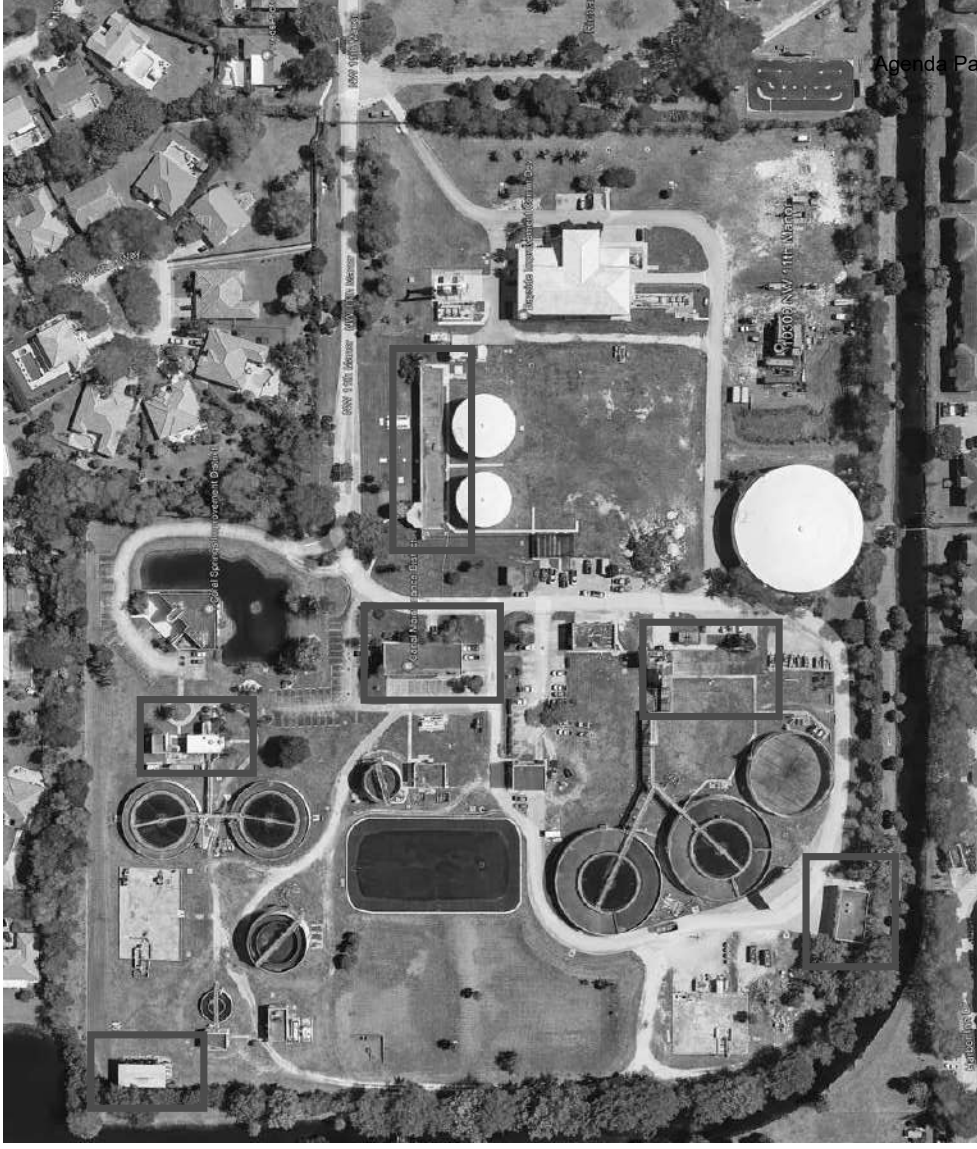
Structural Reinforcing

- Existing building drawings will play a key roll in the evaluation process.
- Reinforcing Masonry Walls
 - Adding additional grout filled cells
 - Concern on fluted block
- Load testing the exterior masonry walls.
- Interior steel frame possibility
- Precast double tees and precast concrete slab roofs.
 - Preliminary seems like they be adequate.
- Wood frame construction may need to be completely replaced.



Project Site

- Stormwater Operations Center
- Wastewater Treatment Plant
- Operations – Blower Building
- North Blower Building
- Effluent Pump Station 1
- Effluent Pump Station 2
- Generator
- High Service Building



1 - Stormwater Operations Center

- Overall Building



1 - Stormwater Operations Center

- Window Update and Shutters
- Building Envelope to be reviewed. See some step and vertical cracking.
- Overall exterior building condition.



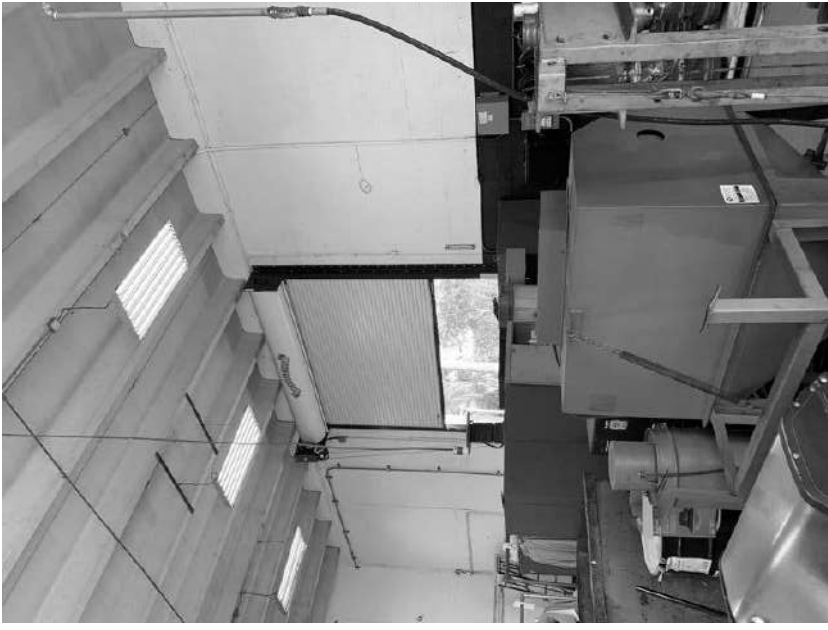
1 - Stormwater Operations Center

- Large overhead doors to meet impact.
- Wood frame construction to be replaced.



1 - Stormwater Operations Center

- Concrete block structure.
- Precast concrete double tee structure.



2 – Wastewater Treatment Plant Operations

- Overall Building



2 – Wastewater Treatment Plant Operations

- Exterior Building Envelope
- Maintaining Operations



2 – Wastewater Treatment Plant Operations

- Wood Construction
- Office / Laboratory Space



2 – Wastewater Treatment Plant Operations

- Exterior Louver Replacement around existing conditions.
- Wall mounted Air Conditioners.



3 – North Blower Building

- Overall Building



3 – North Blower Building

- Challenges if reinforcing the roof structure is necessary
- Electrical Systems



3 – North Blower Building

- Louver Replacement –
Enlarge Openings
- Overhead door replacement



3 – North Blower Building

- Building Shell
Review
- Building Envelope
Review



3 – North Blower Building

- Air Conditioning Review
- Exterior Protection
- Capacity and Heat Load
- Lack of building insulation.



3 – North Blower Building

- Equipment Protection and tie downs.
- Roofing age and documentation



6 – High Service Building

- Overall Building



6 – High Service Building

- Wood Frame Construction
- Storefront Systems



6 – High Service Building

- Louver Size Impact
- Possible louvers in lieu of windows



6 – High Service Building

- Door Replacement
- Window Replacement
- Precast Concrete Slabs



Project Approach – Initial Scope Determination

- Team scope meetings with CSID.
- Grant requirements
- Timeline considerations and requirements
- CSID Budget requirements both design and construction.
- Future master plan considerations
- Project phasing possibilities.

Project Approach – Data Gathering

- Data Collection
- Existing building drawings and documentation.
- Site Inspections using available documentation.
- Site inspections to include CSID Staff and Lead Person.
- Detailed discussions regarding the operations and current conditions.
- Determine if any testing, x-ray review or other investigations maybe required.
- Consider a thermal scan of the existing roofs for moisture. This could include walls.

Project Approach – Grant Requirements

- Grant Phase I – 8/2023 to 8/24.
- Document Completion - July 31, 2024
- Protection against 180 MPH winds and Risk Category IV buildings. ASCE 7, Florida Building Code and Miami Dade Specifications
- Project Engineering Certification
- Effluent Pump Station #2 – Generator
- Reporting Requirements

Project Approach – Schematic Design

- Complete a schematic set of documents listing the improvements based on the findings and agreement with CSID.
- Meetings with CSID to review the progress of the documents. Continued communication.
- Prepare final Schematic Documents
- Approval by CSID.
- Prepare a Cost Estimated for each building. Cost estimate will be detailed with all items listed.
- Prepare an updated design and construction schedule

Project Approach – Final Project Phases

- Design Development
- Final Construction Drawings
- Permitting
- Bidding
- Construction Administration



Project Approach - Construction Administration



SITE MEETING MINUTES

"Designing Quality Architecture that Builds Lasting Relationships"

- Set a standard weekly time for meetings.
- Formal Bi-Weekly Site Meetings
- Informal meetings in between “as needed” but a time is set.
- Detailed Meeting Minutes
- Contract Dates & Amount Tracking

PROJECT: Sunrise Senior Center Renovation & Addition

OWNER: City of Sunrise

CONDUCTED BY: Jayson Hall

DATE & TIME: 09-20-17, 3:00pm

MEETING MINUTES NO: 5

CONTRACTOR: West Construction Inc.

Original Contract Sum: \$1,984,702.00

Change Order Sum: #

Notice to Proceed: July 24, 2017

Substantial Completion Date: July 24, 2018

Final Completion Date: August 23, 2018

Owner Allowance: \$100,000.00

MEETING MINUTES LEGEND

Ball in Court: (Responsible team member to take action to item in meeting minutes)

CPZ, City, GC, Chen Moore, TRC, KAMM

Closed: (Item Completed, no action required)

Present: See attached sign-in sheet

SITE MEETING #1 02-09-2017

L1

GC was issued S&S permit drawing and contract specifications books at pre-con meeting. GC to submit building permit. GC to submit shop drawings required for a building permit for CPZ to review ASAP. CPZ stated the following shop drawings needed to be submitted:

a. Fire Alarm Shop Drawings

i. Still pending.

ii. Still pending. Revised change order for added scope still pending.

iii. Still pending. Revised change order for added scope still pending.

iv. Still pending. City had comments regarding revised CO. CPZ requested that GC provide a credit for original scope of work and provide a cost for entire fire alarm scope. GC

Original Contract Sum: \$472,032; Project Contingency: \$40,000 Approved Change Order Sum: 0

Notice to Proceed: July 26, 2013

Substantial Completion Date: May 24, 2014

Final Completion Date: June 24, 2014



Project Approach - Construction Administration



- Careful Review of Pay Applications
- NEVER over 100% Line Item
- Materials stored off site, Bonded Warehouse, Pictures
- Red Lined As-Built Review
- Release of Liens from Previous
- Job Site Photos

2	SUB TOTAL	580,704.00	0.00	0.00	37,397.88	0.00	387,382.99	67%	193,321.01	38,738.30
	SITE CONSTRUCTION									
	Surveying Layout	13,605.00	0.00	0.00	0.00	0.00	3,270.00	24%	10,335.00	327.00
	Material Testing	12,185.00	0.00	0.00	3,220.00	0.00	9,216.25	76%	2,968.75	921.63
	Earthwork & Utilities	413,964.00	0.00	0.00	0.00	0.00	50,451.50	12%	363,512.50	5,045.15
	Stamped Concrete Crosswalk	20,526.00	0.00	0.00	0.00	0.00	0.00	0%	20,526.00	0.00
	Landscaping	78,905.00	0.00	0.00	0.00	0.00	4,100.00	5%	74,805.00	410.00
	Brick Pavers	10,046.00	0.00	0.00	0.00	0.00	0.00	0%	10,046.00	0.00
	Traffic Signalization System	261,920.00	0.00	0.00	0.00	0.00	2,000.00	1%	259,920.00	200.00
	SUB TOTAL	811,151.00	0.00	0.00	3,220.00	0.00	69,037.75	118%	742,113.25	6,903.78
3	CONCRETE									

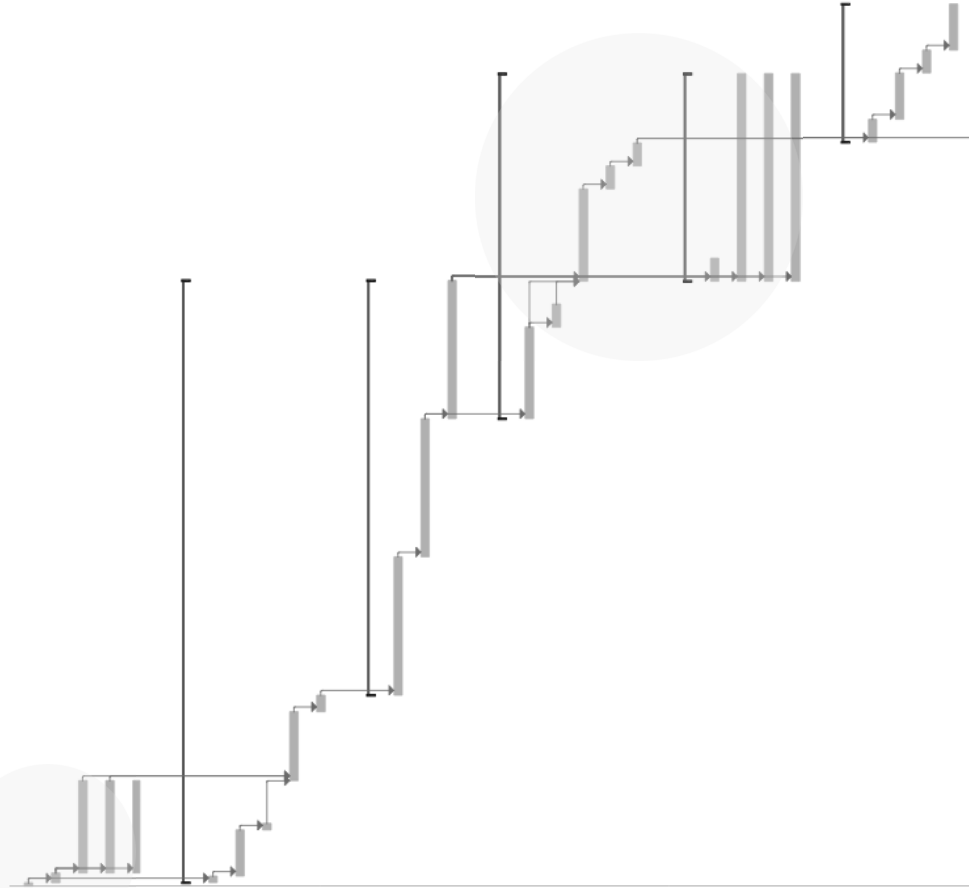
118%

Schedule and Cost Estimating





Design Schedule Example



Notice to Proceed	1 day	Mon 1/6/20	Mon 1/6/20	3
Testing and Survey	3 days	Tue 1/7/20	Thu 1/9/20	4
Survey	20 days	Fri 1/10/20	Thu 2/6/20	4
Geotechnical Testing & Report	20 days	Fri 1/10/20	Thu 2/6/20	4
Asbestos Testing and Report	20 days	Fri 1/10/20	Thu 2/6/20	4
Schematic & Design Development	131 days	Tue 1/7/20	Tue 7/7/20	
Kick Off Meeting	2 days	Tue 1/7/20	Wed 1/8/20	3
Preliminary Design	10 days	Thu 1/9/20	Wed 1/22/20	10
Review and Working Meeting	2 days	Thu 1/23/20	Fri 1/24/20	11
Revise Design	15 days	Fri 2/7/20	Thu 2/27/20	12,5,6
Owner Approval	3 days	Fri 2/28/20	Tue 3/3/20	13
Site Plan Approval Process	90 days	Wed 3/4/20	Tue 7/7/20	
Initial Submittal	30 days	Wed 3/4/20	Tue 4/14/20	14
Site Plan Review Committee (SPRC)	30 days	Wed 4/15/20	Tue 5/26/20	17
City Council	30 days	Wed 5/27/20	Tue 7/7/20	18
Construction Drawings	75 days	Wed 5/27/20	Tue 9/8/20	
Prepare 50% Drawings for Client Revi	20 days	Wed 5/27/20	Tue 6/23/20	18
Client Review	5 days	Wed 6/24/20	Tue 6/30/20	22
Complete 100% Drawings	20 days	Wed 7/8/20	Tue 8/4/20	22,19,23
Client Review	5 days	Wed 8/5/20	Tue 8/11/20	24
Final Adjustments	5 days	Wed 8/12/20	Tue 8/18/20	25
Permitting-Site Permitting	45 days	Wed 7/8/20	Tue 9/8/20	
SFWMD 10-2 self certification	5 days	Wed 7/8/20	Tue 7/14/20	19
City Public Works Review	45 days	Wed 7/8/20	Tue 9/8/20	19
Driveway Permit	45 days	Wed 7/8/20	Tue 9/8/20	19
City Water and Sewer Permit	45 days	Wed 7/8/20	Tue 9/8/20	19
Permitting-Building Department	30 days	Wed 8/19/20	Tue 9/29/20	
Prepare Permit Drawings & Back Up	5 days	Wed 8/19/20	Tue 8/25/20	26
Permit Review	10 days	Wed 8/26/20	Tue 9/8/20	35
Respond to Permit Questions	5 days	Wed 9/9/20	Tue 9/15/20	36
Complete Permitting	10 days	Wed 9/16/20	Tue 9/29/20	37



Project Approach – Your Estimated Schedule



		CSID Water/Treatment Plant Wind Hardening														
ID	Task Name	Duration	Start	Finish	24 Feb Mar Apr May Jun Jul Aug Sep Oct											
1					<p><i>Schedule is dependent on the completeness of available building drawings and information. And available CAD Files</i></p>											
2	ESTIMATED SCHEDULE															
3	Initial Scope Determination	1 wk	Thu 2/15/24	Wed 2/21/24												
4	Proposal and Contract Award	2 wks	Thu 2/22/24	Wed 3/6/24												
5	Notice to Proceed	2 days	Thu 3/7/24	Fri 3/8/24												
6	Design	100 days	Mon 3/11/24	Fri 7/26/24												
7	Data Gathering	4 wks	Mon 3/11/24	Fri 4/5/24												
8	Schematic Design	4 wks	Mon 4/8/24	Fri 5/3/24												
9	Design Development	4 wks	Mon 5/6/24	Fri 5/31/24												
10	50% Construction Documents	4 wks	Mon 6/3/24	Fri 6/28/24												
11	100% Construction Documents	4 wks	Mon 7/1/24	Fri 7/26/24												
12	Permitting	20 days	Mon 7/29/24	Fri 8/23/24												
13	Building Permit	4 wks	Mon 7/29/24	Fri 8/23/24												
14	Bidding	40 days	Mon 7/29/24	Fri 9/20/24												
15	Bidding and Commission Approval	8 wks	Mon 7/29/24	Fri 9/20/24												
16	Construction	175 days	Mon 9/23/24	Fri 5/23/25												
17	Construction	35 wks	Mon 9/23/24	Fri 5/23/25												

Grant Requirement July 31, 2024

Construction Cost Estimating

Town of Davie Community Center / EOC / FS



MAIN SUMMARY			
DIVISION	DESCRIPTION	AMOUNT	% of TOTAL
01000	GENERAL CONDITIONS	\$ 520,187	9.32%
02000	SITE WORK / DEMOLITION	\$ 89,893	1.58%
03000	CONCRETE	\$ 281,741	4.96%
04000	MASONRY	\$ 280,002	4.93%
05000	METALS	\$ 186,727	3.29%
06000	WOOD AND PLASTICS	\$ 105,099	1.85%
07000	THERMAL / MOISTURE PROTECTION	\$ 287,829	5.25%
08000	DOORS AND WINDOWS	\$ 271,488	4.78%
09000	FINISHES	\$ 423,649	7.45%
10000	SPECIAL TIES / SIGNAGE	\$ 75,358	1.33%
11000	EQUIPMENT	\$ 19,678	0.35%
12000	FURNISHINGS (N/A)	\$ -	0.00%
13000	SPECIAL CONSTRUCTION (N/A)	\$ -	0.00%
14000	CONVEYING SYSTEMS (N/A)	\$ -	0.00%
21000	FIRE	\$ 44,783	0.79%
22000	PLUMBING	\$ 297,871	5.24%
23000	HVAC	\$ 291,057	5.13%
24000	ELECTRICAL	\$ 863,197	15.20%
26000	TECHNOLOGY	\$ 31,133	0.55%
27000	ELECTRONIC SAFETY & SECURITY	\$ -	0.00%
31000	EARTHWORK	\$ 140,107	2.47%
32000	EXTERIOR IMPROVEMENTS	\$ 701,630	12.36%
33000	SITE UTILITIES	\$ 250,053	4.31%
	SUBTOTAL	\$ 5,233,179	92.16%
3.00%	G.C. OVERHEAD	\$ 155,995	2.76%
4.00%	G.C. PROFIT	\$ 215,807	3.80%
	SUBTOTAL	\$ 5,605,081	98.73%
1.25%	BOND	\$ 72,418	1.27%
	SUBTOTAL	\$ 5,678,098	100.00%
	TOTAL PROBABLE CONSTRUCTION COST	\$ 5,678,098	100.00%
	ALTERNATES - SEE ATTACHED SPREAD SHEET		
ALTERNATE #1	ASPHALT ON FIRE ACCESS ROAD	\$ 29,141.99	
ALTERNATE #2	BAHIA ARGENTINE SOD ON FIRE ACCESS ROAD - TOTAL ADD	\$ 5,299.52	
ALTERNATE #3	KITCHEN EQUIPMENT - TOTAL COST	\$ 68,185.82	
ALTERNATE #4	STONE VENEER - TOTAL ADD	\$ 90,331.55	
ALTERNATE #5	EXPOSED BLOCK WITH FILLER & EPOXY PAINT IN LIEU OF GWB & METAL STUD PARTITIONS - TOTAL ADD	\$ 40,514.29	
ALTERNATE #6	FOURFOLD DOORS (AT FRONT OF STATION) - TOTAL ADD	\$ 95,787.17	
ALTERNATE #7	PORCELAIN TILES - TOTAL ADD	\$ 21,367.00	
ALTERNATE #8	PAVING AT TURN LANE - ALLOWANCE	\$ 125,000.00	
ALTERNATE #9	PAVING IN UNDERPASS & PARKING LOT - TOTAL ADD	\$ 238,015.53	
	TOTAL ALTERNATES ADD	\$ 708,644.67	

ADD ALT	DESCRIPTION	WEST CONSTRUCTION	WEST CONSTRUCTION (Owner Selected Alternates)	DI POMPEO CONSTRUCTION	DI POMPEO CONSTRUCTION (Owner Selected Alternates)
001	ASPHALT AT ACCESS ROAD	21,862.40		27,000.00	
002	BAHIA SOD AT ACCESS ROAD	4,126.60		7,000.00	
003	KITCHEN EQUIPMENT	15,000.00		60,000.00	
004	STONE VENEER	192,625.00		100,000.00	
005	INTERIOR BLOCK WALLS	45,000.00		95,000.00	
006	FOUR FOLD DOORS AT NORTH ELEVATION	120,000.00		80,000.00	
007	TILE FLOORS	40,000.00		55,000.00	
008	TURN LANE	37,500.00		95,000.00	
009	CONCRETE PAVING	171,510.00		240,000.00	
	TOTAL ADD ALT	642,611.00		709,000.00	
	BASE BID	5,777,999.00		5,777,000.00	
	TOTAL (BASE BID + ADD ALT)	6,386,111.00		6,486,000.00	

Total: \$ 6,386,111.00

Total: \$ 6,386,740.67



Construction Cost Estimating



CPZ Architects - Past Fire Station Costs

Station	Location	Year	Contract	Area	\$/sf	Notes
Fire Station 95	Coral Springs	2014	\$ 3,358,199	8,925 sf	\$ 376.27	/sf Traffic Signal
Fire Station 43	Coral Springs	2014	\$ 3,270,893	8,925 sf	\$ 366.49	/sf
Fire Station 8	West Palm Beach	2014	\$ 5,377,105	11,863 sf	\$ 453.27	/sf 2 Story & LEED
Fire Station 4	Fort Lauderdale	2017	\$ 4,332,060	10,611 sf	\$ 408.26	/sf Green Certified & Traffic Sig
					\$ 1,604.28	
					\$ 401.07	Average
				Proposed Fire Station	12,000 sf	\$4,812,850.57

CPZ = \$4,812,850

Contractor	Base Bid	Dif from Low	Add Alt. 1
Hedrick	\$ 4,160,790.56	\$	270,620.65
Burke	\$ 4,169,669.00	\$ 8,878.44	\$ 253,649.68
West	\$ 4,278,432.00	\$ 117,641.44	\$ 270,230.00
Verdex	\$ 4,308,472.65	\$ 147,882.09	\$ 255,560.00
Morganti	\$ 4,417,000.00	\$ 256,209.44	\$ 301,500.00

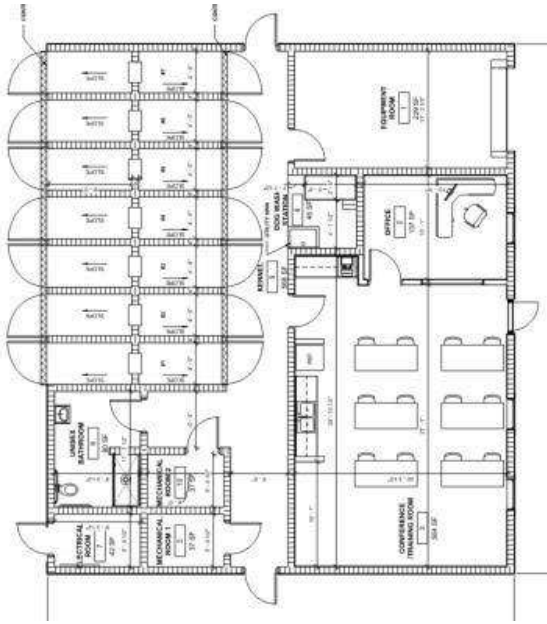
LOW BID DIFFERENCE = \$8,878.44 Less then 1%

5 Bids - 6% Spread

BID = \$4,160,790



K-9 Building – Coral Springs PD



<p>CMS-CONSTRUCTION MANAGEMENT SERVICES, INC. 1886 HERON WAY BLD. SUITE 204 CORAL SPRINGS, FL 33065 TELEPHONE (954) 481-1611 FAX (954) 481-1612 CMS FILE # 2345 5D 11 23 2022</p> <p>CITY OF CORAL SPRINGS WESTSIDE K-9 BUILDING 4150 NW 130TH AVE. CORAL SPRINGS, FLORIDA 33065 SCHEMATIC DRAWINGS 11-23-22 SD ESTIMATE REV1 February 21, 2023</p> <p>PREPARED FOR: CPZ ARCHITECTS, INC.</p>			
DIVISION	DESCRIPTION	AMOUNT	% of TOTAL
01.00.00	GENERAL CONDITIONS	see break-out below	
02.00.00	EXISTING CONDITIONS	\$ 22,472	1.27%
03.00.00	CONCRETE	\$ 136,048	7.69%
04.00.00	MASONRY	\$ 90,437	5.11%
05.00.00	METALS	\$ -	0.00%
06.00.00	WOOD AND PLASTICS	\$ 61,084	3.45%
07.00.00	THERMAL & MOISTURE PROTECTION	\$ 108,578	6.14%
08.00.00	DOORS AND WINDOWS	\$ 85,638	4.85%
09.00.00	FINISHES	\$ 103,495	5.85%
10.00.00	SPECIALTIES / SIGNAGE	\$ 7,449	0.42%
11.00.00	EQUIPMENT	\$ -	0.00%
12.00.00	FURNISHINGS	\$ -	0.00%
13.00.00	SPECIAL CONSTRUCTION	\$ 47,000	2.65%
14.00.00	CONVEYING SYSTEMS	\$ -	0.00%
21.00.00	FIRE	\$ -	0.00%
22.00.00	PLUMBING	\$ 85,768	4.85%
23.00.00	HVAC	\$ 70,665	3.99%
26.00.00	ELECTRICAL	\$ 153,284	8.66%
27.00.00	COMMUNICATIONS	\$ 5,000	0.28%
28.00.00	ELECTRONIC SAFETY & SECURITY	\$ 18,866	1.07%
31.00.00	EARTH WORK	\$ 29,703	1.68%
32.00.00	EXTERIOR IMPROVEMENTS	\$ 44,078	2.49%
33.00.00	SITE UTILITIES	\$ -	0.00%
	SUBTOTAL - DIRECT/HARD COSTS	\$ 1,069,885	60.46%
12.00%	GENERAL CONDITIONS	\$ 128,386	7.26%
	SUBTOTAL	\$ 1,198,272	67.72%
4.00%	G.C. OVERHEAD	\$ 47,831	2.71%
	SUBTOTAL	\$ 1,246,203	70.43%
6.00%	G.C. PROFIT	\$ 74,772	4.23%
	SUBTOTAL	\$ 1,320,975	74.65%
1.25%	G.C. P&P BOND	\$ 17,041	0.95%
	SUBTOTAL	\$ 1,338,016	75.61%
15.00%	ESCALATION FOR TWO YEARS @ 7.5% PER YEAR	\$ 200,702	11.34%
	SUBTOTAL	\$ 1,538,718	86.95%
15.00%	CONTINGENCY	\$ 230,808	13.04%
	TOTAL PROBABLE CONSTRUCTION COST	\$ 1,769,526	100.00%
	DEDUCTIVE ALTERNATE		
	CONCRETE TILE ROOFING (INCL. GCOH&P/BOND/ESCALATION AND CONTINGENCY)	\$ (25,944)	

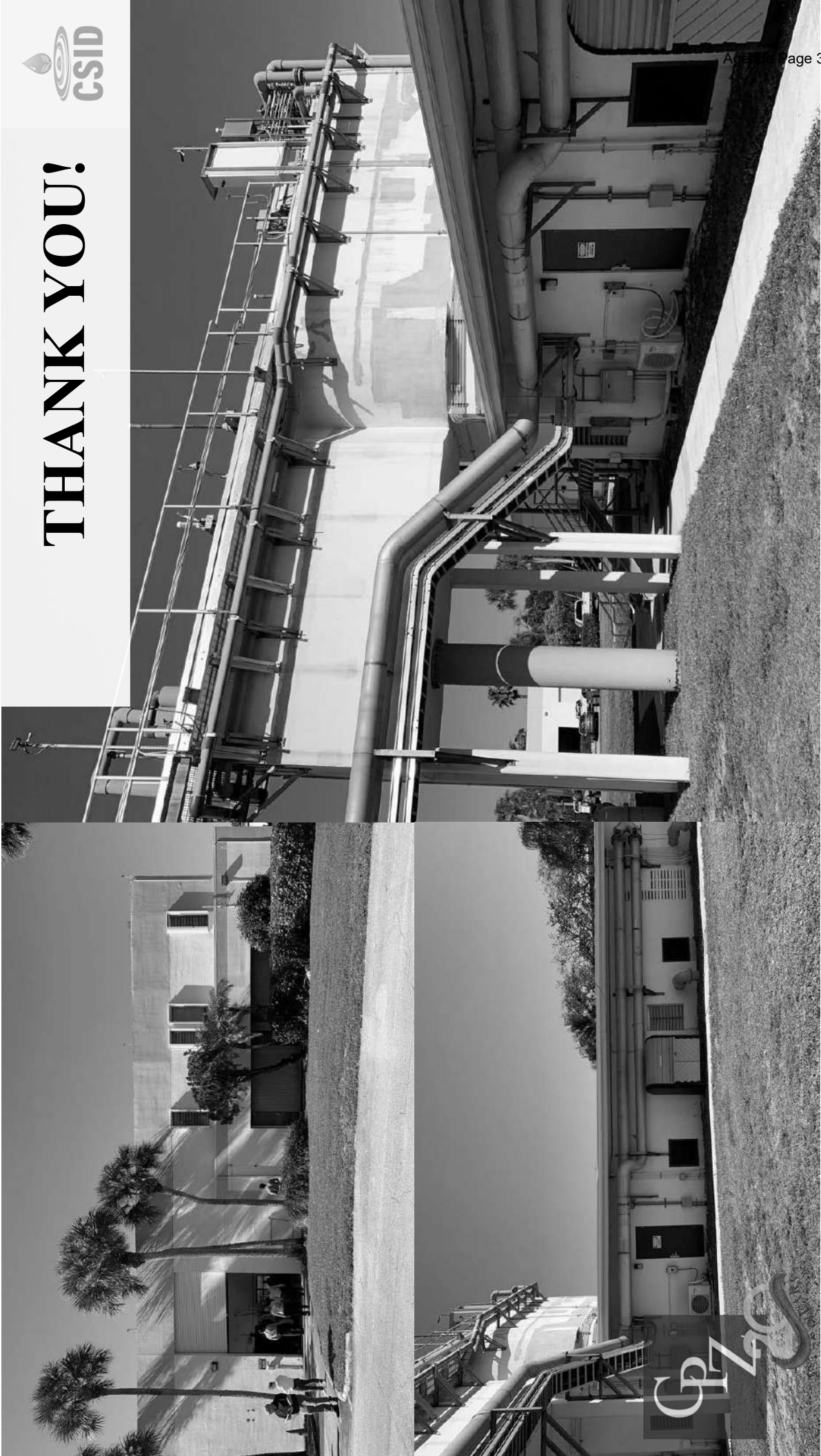
Why Our Team?

- Principal Involvement
- Local Availability, 20 minutes from site.
- Dedicated Consultant Team
- Experienced and Dedicated Consultant Team
- Wastewater and Water Treatment Experience
- CHA – WWT and WT Plant and CSID Experience
- Coral Springs Experience
- Accurate Cost Estimates
- On Time Projects
- In Person Meeting with CSID
- Long Term Relationships



*“Designing Quality
Architecture that Builds
Lasting Relationships”*

THANK YOU!



GPZ



FINAL RANKING

RFQ# 2023-08

WATER/WASTEWATER PLANT WIND HARDENING - (CCNA)(HMGP)

Bid Opening January 25, 2024 at 10:04a held in Board Room of CSID

The Evaluation Committee voted to proceed with Presentations from each firm at the Evaluation Committee Meeting held on January 31, 2024. A presentation was conducted on February 7 by Saltz Michelson, February 8 by CPZ Architects, and February 9 by ACAI Associates. At the end of ACAI Associates presentation, the Evaluation Committee ranked the firms as follows below:

1. CPZ Architects
2. Saltz Michelson
3. ACAI Associates

CSID intends on entering into a contract with CPZ Architects after negotiations are completed. If an agreement cannot be reached with CPZ Architects, CSID will begin negotiations with Saltz Michelson. If an agreement cannot be reached with Saltz Michelson, CSID will begin negotiations with ACAI Associates.

ELEVENTH ORDER OF BUSINESS

11A

WORK AUTHORIZATION

CSID WA # 224

Globaltech No. 151452

Pursuant to the provisions contained in the "Contract for Professional Engineering Consulting and Design-Build Services on a Continuing Contract Basis " between the CORAL SPRINGS IMPROVEMENT DISTRICT, hereinafter referred to as "OWNER", and Globaltech, Inc., hereinafter referred to as "FIRM", dated July 1, 2012 (hereinafter referred to as "AGREEMENT"), this Work Authorization authorizes the FIRM to provide services under the terms and conditions set forth herein and in the AGREEMENT, which is incorporated herein by reference as though set forth in full.

The OWNER desires engineering consulting services related to the Structural Inspection of Stormwater Culverts, hereinafter referred to as the "Specific Project".

Section 1 – Terms

The FIRM shall be defined as an individual, corporation or contractor having a direct contract with the OWNER or with any other subcontractor in the performance of a part of the work contracted for under the terms of this Work Authorization with the OWNER.

Section 2 – Scope of Work

OWNER maintains a network of approximately 22 miles of canals within the Coral Springs Improvement District Service Area. The canals are interconnected and course under roadways and bridges. In many locations, engineered culverts provide the connection between segments of the canals. The culverts range in diameter from 30 to 168 inches and are constructed from either galvanized steel or concrete. The culverts date in age to the inception of CSID in the early 1970s and are close to 50 years old. It is the OWNER's desire to conduct a visual structural inspection of

the culverts to identify early symptoms of failure. By implementing the following three task, FIRM will provide OWNER with a snapshot of the current culvert condition and a list of locations within the culvert network that need remedial attention.

FIRM will provide the following services in accordance with the AGREEMENT:

Task 1 – Project Management

FIRM will develop a project scope intended to meet OWNER's desire to assess the structural integrity of the stormwater culverts. Firm will solicit a proposal from a licensed underwater inspection firm to inspect and assess the condition of all 65 of the culverts that make up the network. FIRM will prepare a subcontract and solicit and review all required insurance information. Firm will prepare monthly project summaries and attend meetings as requested by OWNER. FIRM will prepare and maintain a project schedule to meet keep OWNER apprised of progress.

Task 2 – Site Visit and Document Review

OWNER will provide site plans illustrating the locations, numbering system, size and construction material of each of the culverts included in the investigation (Attachment A). FIRM will develop a logical sequence of inspections that considers culvert location and daily production (inspection) rates. FIRM will meet with Inspection Subcontractor to review the locations and access points.

Inspection Subcontractor will schedule work through FIRM and meet on site prior to beginning inspections. Subcontractor will mobilize a 4-person dive team that includes two divers and land-side support personnel. Inspections will be conducted by entering the culvert through one of the open ends and proceed through the culvert. Inspection notes and photographs will be taken throughout the length of the culvert identifying the distance from the

point of entrance. Subcontractor will note corrosion, pipe distortion (crushing), cracking, spalling or other unusual structural features. The size and the distance of the anomaly from the entrance point, as well as discrete photographs will be collected for each anomaly identified.

FIRM will be on-site during a portion of the inspection to monitor work progress and to inspect the end walls of the culvert. End wall construction materials and sizes will be noted as well as settling, leaning, weeping or spalling that is observed. In locations without end walls, FIRM's representative will look for indications of erosion or undermining and photographically document each issue.

Task 3 – Summary Report

A summary report will be prepared for OWNER that describes the inspection protocol and structural anomalies observed. The report will address both the culverts and end walls. A table summarizing the damage will be provided for the OWNER's review. In addition, a section on potential remedial measures will be provided that will indicate if damaged culverts can be spot repaired, lined or replaced. Similar suggestions will be noted on the status of the end wall inspection summary. Discrete photographs will be imbedded in the summary report as an appendix. Due to the anticipated length of this report, only electronic copies will be provided.

Assumptions

Assumptions for the project are as follows:

- OWNER will provide site figures illustrating culvert locations, numbering sequence, diameter and material of construction (previously provided)
- FIRM will coordinate assessment work with OWNER. OWNER will assist firm by contacting and coordinating work within the Eagle Trace Community (restricted access) and at the Coral Springs Mall (security compliance).

- Summary Report of Findings will provide conceptual remedial measures. Design drawings for remediation or a detailed cost estimate to make repairs is beyond the scope of this work authorization.
- No work permits are required to complete this work authorization.
- If access within the culverts is blocked by an obstruction, progress will be made from both ends. Clearing the culvert to gain complete through access is beyond the scope of this work authorization.
- Only discrete photographs of damage will be provided. A continuous video inspection of the culvert interior will not be provided in this work authorization.

Section 3 – Location

The services to be performed by the FIRM will occur throughout the CSID service area.

Section 4 – Deliverables

The FIRM will provide the following Deliverables to OWNER:

- Summary Report of Findings including culvert and headwall condition
- Photos and inspection descriptions of culvert condition and points of failure
- Proposed remediation technique at each point of failure (patch, lining, total replacement, etc.)

Section 5 – Time of Performance

Project will commence after execution of this Work Authorization. The FIRM and OWNER agree to the following schedule:

Task	Time Elapsed to Subtask Completion
Notice to Proceed (NTP)	0 Days
Data gathering	14 weeks after NTP
Report of Findings	16 weeks after NTP
Review Meeting	18 weeks after NTP

Section 6 – Method and Amount of Compensation

1. The FIRM shall be paid by the OWNER in accordance with the Florida's Prompt Payment Act Florida Statute 218.70-79 and in accordance with the payment method as set forth in Section 6 of the AGREEMENT. The calculations shall begin using the date the invoice was received.
2. Total job price: **\$160,303**. An allowance of \$10,000 is included to address other culverts that may have been missed in the OWNER provided inventory.
3. The cost for the above scope of services is a lump sum (LS). The LS is based on the materials, methods, and assumptions presented in the scope of services. The LS shall not be greater than the stated amount unless there is an approved increase in the scope of services.
4. A Budget Summary for the above LS is provided in Attachment B.

Section 7 – Application for Progress Payment

1. Unless otherwise prescribed by law, at the end of each month, the FIRM shall submit to the OWNER for review, an Application for Progress Payment filled out and signed by the FIRM covering the Work completed as of the date of the Application and accompanied by such supporting documentation as is required by the AGREEMENT.

Section 8 – Responsibilities

The FIRM shall, under no circumstance, look to the OWNER to provide any labor or equipment for the FIRM not specified herein. The FIRM shall provide all of the labor and equipment necessary to perform the job or services contracted for at the expense of the FIRM. Property of any kind that may be on the premises, which are the site of the performance of this

contract, during the performance of this Work Authorization, shall be at the sole risk of the FIRM.

8.1 The OWNER hereby designates Shawn Frankenhauser as the OWNER's representative.

8.2 In addition to applicable provisions of Section 2 of the AGREEMENT, the OWNER will:

- Provide copies of existing culvert locations, numbering system, material type, diameter and length
- Assist FIRM with gaining access to locations within Eagle Trace Community and the Coral Springs Mall

The FIRM acknowledges and understands that it is an independent contractor in its relationship with the OWNER. The FIRM hereby designates Rick Olson as the FIRM's representative.

Section 9 – Insurance

The FIRM shall provide certificate of insurance to the OWNER setting forth the type and amount of insurance carried by the FIRM and conforming to the minimum requirements set forth in the AGREEMENT.

Section 10 – Level of Service

The OWNER shall have the right to terminate said Agreement by giving the FIRM thirty (30) days written notice if the service that is being provided is not maintained at levels necessary to provide the required service. The OWNER will determine in its sole judgment what constitutes a satisfactory level of service.

Section 11 – Indemnification

The Firm shall indemnify and hold harmless the Owner and its officers and employees as set forth in Section 11 of the Agreement.

IN WITNESS WHEREOF, this Work Authorization, consisting of seven (7) pages and Attachment A has been caused fully executed on behalf of the FIRM by its duly authorized officer, and the OWNER has the same to be duly name and in its behalf, effective as of the date herein above written.

CORAL SPRINGS IMPROVEMENT DISTRICT

Signature of Witness

Signature of President

Printed name of Witness

Curt Tiefenbrun
Printed Name of President

Date

Approved as to form and legality

District Counsel

State of Florida
County of Palm Beach

ENGINEER

The foregoing instrument was acknowledged before me on this

Globaltech, Inc.
Company

___ day of _____, 2024 by

Signature

Richard D. Olson
who is personally known to me OR
produced _____
as identification.

Richard D. Olson, P.E., Vice President
Name and Title (typed or printed)

Signature of Notary

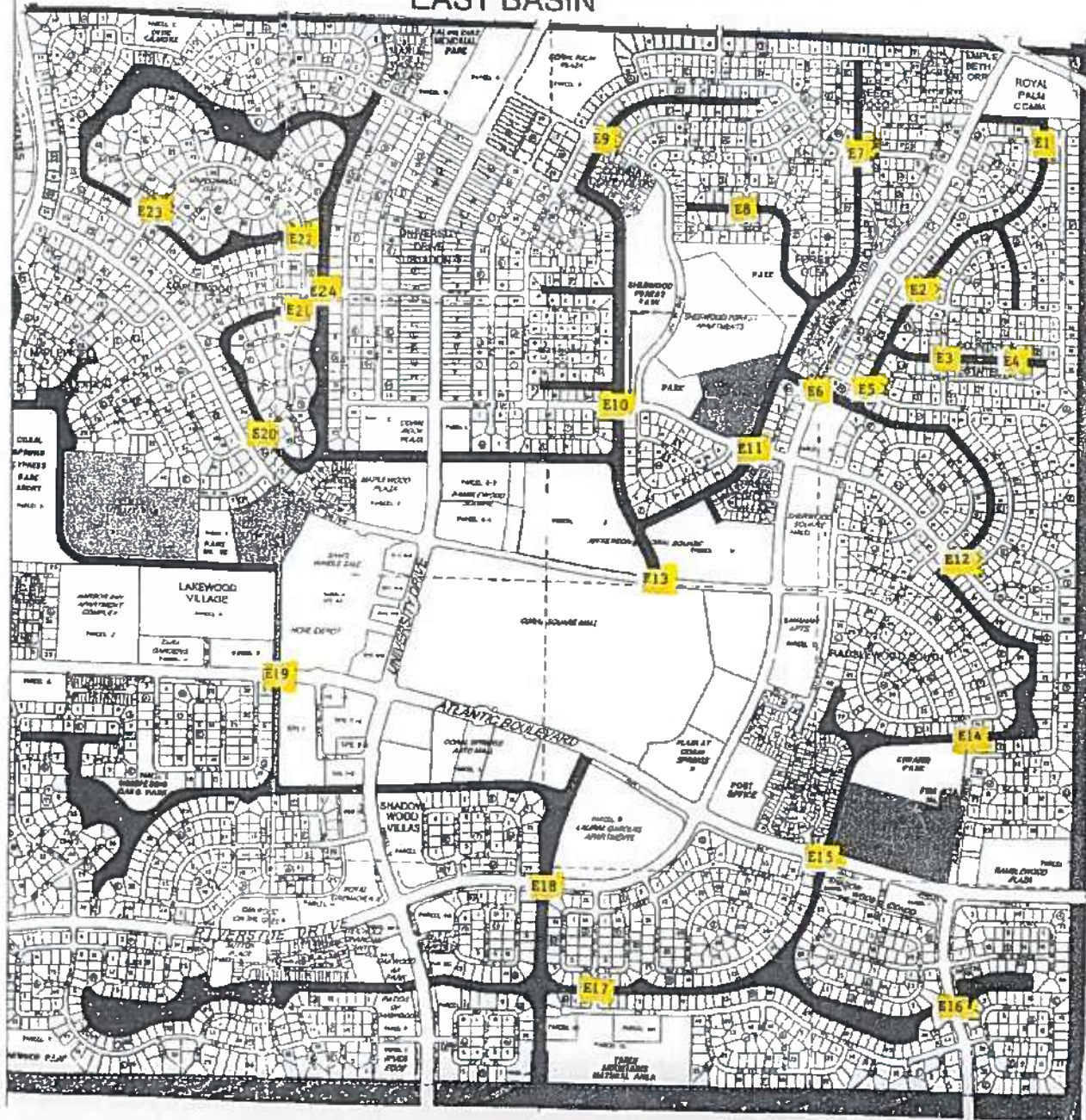
February 26, 2024
Date

Attachment A

Culvert Inventory

EAST BASIN

- E1 148" CMP 100'
- E2 160" CMP 100'
- E3 142" CMP 105'
- E4 148" CMP 95'
- E5 172" CMP 100'
- E6 172" CMP 150'
- E7 154" CMP 120'
- E8 130" CMP 120'
- E9 160" CMP 110'
- E10 172" CMP 130'
- E11 260" CMP 130'
- E12 148" CMP 110'
- E13 296" RCP 2122'
- E14 148" CMP 110'
- E15 172" CMP 180'
- E16 142" CMP 170'
- E17 48" CMP 90'
- E18 168" CMP 130'
- E19 172" CMP 155'
- E20 130" CMP 100'
- E21 1 36" 100' - CMP
- E22 1 54" CMP 100'
- E23 148" CMP 100'
- E24 1 72" CMP 130'



CMP - corrugated metal pipe

RCP = reinforced concrete pipe

Plus 3 @ PSI

Attachment B

Budget Summary

ATTACHMENT B

Coral Springs Improvement District

Work Authorization No. 224 - Stormwater Culvert Structural Inspection

Budget Summary

Task	Task Description	Officer	E7	E2	CADD	Adm 3	Adm 1	Total Labor	Expense/ Subconsul.	Subconsul.
		\$210.00	\$190.00	\$108.00	\$108.00	\$77.00	\$52.00		Fee	
1	Project Management									
	Project Development		8			2	2	\$1,778		
	Project Management		32			8	4	\$6,904		
	Subcontract Management		8			2		\$1,674		
	Contract Closeout		4			2		\$914		
								\$11,270		
2	Culvert Inspection									
	Coordination with Owner & subcontractor		16	48			0	\$8,224		
	Underwater Culvert Inspection						0	\$0	\$ 84,340	
	Data review		24	0		8	0	\$5,176		
	End wall inspection		8	48		8	4	\$7,528		
								\$20,928		
3	Summary Report									
	Develop Remedial approaches		4	8			0	\$1,624		
	Prepare Summary Report		24	12	0	24		\$7,704	\$ 9,315	
	Conduct Review Meeting with OWNER		12	12		4		\$3,884		
								\$13,212		
	Labor Total Hours	0	140	128	0	58	10	336		
	Labor Total	\$0	\$26,600	\$13,824	\$0	\$4,466	\$520		\$45,410	
	Work Authorizatoin Allowance								\$10,000	
	Subconsultant Labor Total								\$93,655	
	Subconsultant Multiplier								1.12	
	Subcontract Total								\$104,893	
	Expenses								\$0	
	Expenses Multiplier								1.15	
	Expense Total								\$0	
	Project Total								\$160,303	

11B

WORK AUTHORIZATION

CSID WA # 225

Globaltech No. 151456

Pursuant to the provisions contained in the "Contract for Professional Engineering Consulting and Design-Build Services on a Continuing Contract Basis " between the CORAL SPRINGS IMPROVEMENT DISTRICT, hereinafter referred to as "OWNER", and Globaltech, Inc., hereinafter referred to as "FIRM", dated July 1, 2012 (hereinafter referred to as "AGREEMENT"), this Work Authorization authorizes the FIRM to provide services under the terms and conditions set forth herein and in the AGREEMENT, which is incorporated herein by reference as though set forth in full.

The OWNER desires engineering consulting services related to the Surveying Services at 5 Lift Stations, hereinafter referred to as the "Specific Project".

Section 1 – Terms

The FIRM shall be defined as an individual, corporation or contractor having a direct contract with the OWNER or with any other subcontractor in the performance of a part of the work contracted for under the terms of this Work Authorization with the OWNER.

Section 2 – Scope of Work

FIRM will provide the following services in accordance with the AGREEMENT:

OWNER has obtained a grant to install permanent generators at five (5) critical sanitary lift station locations. This project will be administered by OWNER and will ultimately be implemented through a design-bid-build project delivery methodology. OWNER will be developing a design criteria memorandum for the project, however, before that can be completed, OWNER must generate boundary surveys for the five (5) sanitary lift station

locations. This Work Authorization provides only surveying services to support the Design Criteria Memorandum and does not address any potential future work phase. The project will be accomplished by executing the following tasks:

Task 1 – Project Management

FIRM will enter into a subcontract relationship with DJS Surveyors, Inc., to implement surveying services as described in **Attachment A**. FIRM will collect required insurance documents, administer pay applications, and execute close-out documentation as required. Firm will prepare monthly project summaries as requested by OWNER.

Task 2 – Surveying Services

Implement scope of work provided by DJS Surveyors, Inc. on February 14, 2024, as described in **Attachment A**.

Assumptions

Assumptions for the project are as follows:

- Subcontractor was selected by OWNER
- FIRM is not responsible for scope of work negotiated between OWNER and Subcontractor. Work activities shall comply with proposal provided by DJS Surveyors, Inc., and provided in **Attachment A**.
- FIRM is not responsible for scheduling or coordination between OWNER and Subcontractor. Field work shall commence within 4 weeks of Notice to Proceed.
- An allowance of \$2,500 is included with the project budget to cover additional services requested by OWNER. Prior written authorization will be provided before allowance funding is accessed. Unspent allowance will be returned to OWNER at the conclusion of the project in the form of a project change order.
- All work products prepared by Subcontractor shall be reviewed and approved solely by OWNER.

Section 3 – Location

The services to be performed by the FIRM shall be at five sanitary lift stations (4, 14, 29, 30 and 42) located throughout the CSID Services Area.

Section 4 – Deliverables

The FIRM will provide the following Deliverables to OWNER:

- Map of Boundary / As-Built Survey with Topography of 5 Sanitary Lift Stations (4, 14, 29, 30 and 42)
- Deliverables will be provided as electronic CAD file, half-sized electronic .pdf file and signed and sealed hard copy.

Section 5 – Time of Performance

Project will commence after execution of this Work Authorization. The FIRM and OWNER agree to the following schedule:

Task	Time Elapsed to Subtask Completion
Notice to Proceed (NTP)	0 Days
Field Data Gathering	12 weeks after NTP
Report of Findings	14 weeks after NTP

Section 6 – Method and Amount of Compensation

1. The FIRM shall be paid by the OWNER in accordance with the Florida’s Prompt Payment Act Florida Statute 218.70-79 and in accordance with the payment method as set forth in Section 6 of the AGREEMENT. The calculations shall begin using the date the invoice was received.
2. Total job price: **\$27,208**. An allowance of \$2,500 is included to cover additional services not outlined in DJS proposal.
3. The cost for the above scope of services is a lump sum (LS). The LS is based on the materials, methods, and assumptions presented in the scope of services. The LS shall not be greater than the stated amount unless there is an approved increase in the scope of services.

4. A Budget Summary for the above LS is provided in **Attachment B**.

Section 7 – Application for Progress Payment

1. Unless otherwise prescribed by law, at the end of each month, the FIRM shall submit to the OWNER for review, an Application for Progress Payment filled out and signed by the FIRM covering the Work completed as of the date of the Application and accompanied by such supporting documentation as is required by the AGREEMENT.

Section 8 – Responsibilities

The FIRM shall, under no circumstance, look to the OWNER to provide any labor or equipment for the FIRM not specified herein. The FIRM shall provide all of the labor and equipment necessary to perform the job or services contracted for at the expense of the FIRM. Property of any kind that may be on the premises, which are the site of the performance of this contract, during the performance of this Work Authorization, shall be at the sole risk of the FIRM.

- 8.1** The OWNER hereby designates Glen Hanks as the OWNER's representative.
- 8.2** In addition to applicable provisions of Section 2 of the AGREEMENT, the OWNER will:
 - Provide copies of existing lift station easements and engineering drawings

The FIRM acknowledges and understands that it is an independent contractor in its relationship with the OWNER. The FIRM hereby designates Rick Olson as the FIRM's representative.

Section 9 – Insurance

The FIRM shall provide certificate of insurance to the OWNER setting forth the type and amount of insurance carried by the FIRM and conforming to the minimum requirements set forth in the AGREEMENT.

Section 10 – Level of Service

The OWNER shall have the right to terminate said Agreement by giving the FIRM thirty (30) days written notice if the service that is being provided is not maintained at levels necessary to provide the required service. The OWNER will determine in its sole judgment what constitutes a satisfactory level of service.

Section 11 – Indemnification

The Firm shall indemnify and hold harmless the Owner and its officers and employees as set forth in Section 11 of the Agreement.

IN WITNESS WHEREOF, this Work Authorization, consisting of six (6) pages and Attachment A has been caused fully executed on behalf of the FIRM by its duly authorized officer, and the OWNER has the same to be duly name and in its behalf, effective as of the date herein above written.

CORAL SPRINGS IMPROVEMENT DISTRICT

Signature of Witness

Signature of President

Printed name of Witness

Curt Tiefenbrun
Printed Name of President

Date

Approved as to form and legality

District Counsel

State of Florida
County of Palm Beach

ENGINEER

The foregoing instrument was acknowledged before me on this

Globaltech, Inc.
Company

___ day of _____, 2024 by

Signature

Richard D. Olson
who is personally known to me OR
produced _____
as identification.

Richard D. Olson, P.E., Vice President
Name and Title (typed or printed)

Signature of Notary

February 26, 2024
Date

Attachment A

Proposal for Surveying Services



DJS SURVEYORS, INC.
20283 S.R. 7, Suite 200 BOCA RATON, FL 33498
PH (561) 883-0470 FAX (561) 883-0480
www.djssurveyors.com

DONALD J. SULLIVAN
P.S.M. #6422

CONTRACT PROPOSAL

DATE: 2/8/2024 REVISED 2/14/2024

PROJECT NAME: C.S.I.D. LIFT STATIONS

PROJECT LOCATION: FIVE (5) LIFT STATION LOCATIONS THROUGHOUT
CORAL SPRINGS

LEGAL DESCRIPTION: CORAL SPRINGS

CLIENT NAME/ADDRESS: CORAL SPRINGS IMPROVEMENT DISTRICT
10300 NW 11th Manor, Coral Springs Fl. 33071

ATTENTION: MR. GLEN HANKS

PHONE: (954)715-7768

EMAIL: glenh@csidfl.org

FROM: ALLAN FRANK

BID TOTAL \$20,500.00

LAND SURVEYING SERVICES

PREPARE A MAP OF BOUNDARY / ASBUILT SURVEY WITH TOPOGRAPHY OF LIFT STATION #4 (8399 Shadow Wood Blvd, Coral Springs) \$4,100.00

PREPARE A MAP OF BOUNDARY / ASBUILT SURVEY WITH TOPOGRAPHY OF LIFT STATION #14 (170 Ramblewood Drive, Coral Springs) \$4,100.00

PREPARE A MAP OF BOUNDARY / ASBUILT SURVEY WITH TOPOGRAPHY OF LIFT STATION #29 (11100 NW 20th Drive, Coral Springs) \$4,100.00

PREPARE A MAP OF BOUNDARY / ASBUILT SURVEY WITH TOPOGRAPHY OF LIFT STATION #30 (10851 Lakeview Drive, Coral Springs) \$4,100.00

PREPARE A MAP OF BOUNDARY / ASBUILT SURVEY WITH TOPOGRAPHY OF LIFT STATION #42 (11840 West Atlantic Blvd., Coral Springs) \$4,100.00

THE ABOVE SURVEYS WILL BE IN ACCORDANCE WITH CHAPTER 5J-17 OF THE FLORIDA ADMINISTRATIVE CODE. (SAID SURVEYS WILL NOT BE ALTA/NSPS LAND TITLE SURVEYS.) SAID SURVEY LIMITS WILL EXTEND AT LEAST 30 FEET BEYOND THE FOOTPRINT OF EACH LIFT STATION AND EXTEND TO THE CANAL EDGE OF WATER AND DEPICT PROPERTY LINES, RIGHT-OF-WAY LINES, EASEMENT LINES, LIMITS OF FLOOD ZONE LINES AND THE DISTANCE TO THE NEAREST RESIDENCE. SURVEYS WILL ALSO SHOW ALL ABOVE GROUND IMPROVEMENTS (DRAINAGE, WATER, SEWER, TELECOM, ELECTRIC, CABLE, MANHOLES, VALVE BOXES, CATCH BASINS, WET WELL, CONTROL PANEL, VAULTS, CURBING, SIDEWALKS, RAMPS, GUARDRAILS, DRIVEWAYS, TRANSFORMERS, HANDHOLES, JUNCTION BOXES, FENCES, MAILBOXES, LIGHTPOLES, SIGNS, TOPOGRAPHY, TREES, HEDGES AND CULVERT PIPES.) SURVEYS WILL ALSO SHOW SURFACE PAINT OUTS OF UNDERGROUND UTILITIES. A CAD FILE, A PDF FILE AND SIGNED AND SEALED HARD COPIES OF EACH SURVEY WILL BE PROVIDED.

SURVEYING SERVICES TOTAL \$20,500.00

GENERAL CONDITIONS

INCLUDED SERVICES ARE BASED ON A ONE TIME STAKEOUT. RE-STAKING, PROJECT MEETINGS INVOLVING PROJECT PERSONNEL AND/OR ADDITIONAL SERVICES REQUESTED OUTSIDE THE SCOPE OF THIS PROPOSAL WILL BE PROVIDED AT OUR CURRENT HOURLY RATES. (SEE: ATTACHED EXHIBIT "A") HOURLY RATES ARE BASED ON PORTAL TO PORTAL.

NORMAL SCHEDULING REQUIRES 48 HOURS ADVANCED NOTICE.

DJS SURVEYORS, INC. IS NOT RESPONSIBLE FOR ERRORS RESULTING FROM INNACURATE OR ERRONEOUS PLANS OR CONTROL POINTS SUPPLIED BY OTHERS.

STANDARD OF CARE-THE STANDARD OF CARE FOR ALL PROFESSIONAL SERVICES PERFORMED OR FURNISHED BY CONSULTANT UNDER THIS AGREEMENT WILL BE THE SKILL AND CARE USED BY MEMBERS OF CONSULTANT'S PROFESSION PRACTICING UNDER SIMILAR CIRCUMSTANCES AT THE SAME TIME AND IN THE SAME LOCALITY. CONSULTANT MAKES NO WARRANTIES, EXPRESS OR IMPLIED UNDER THIS AGREEMENT OR OTHERWISE, IN CONNECTION WITH CONSULTANT'S SERVICES.

INDEMNIFICATION- CLIENT AND CONSULTANT EACH AGREE TO INDEMNIFY AND HOLD THE OTHER HARMLESS, AND CONSULTANT'S RESPECTIVE OFFICERS, EMPLOYEES, AGENTS AND REPRESENTATIVES FROM AND AGAINST LIABILITY FOR ALL CLAIMS, LOSSES, DAMAGES, AND EXPENSES, INCLUDING REASONABLE ATTORNEYS' FEES, TO THE EXTENT SUCH CLAIMS, LOSSES, OR DAMAMGES, OR EXPENSES ARE CAUSED BY THE INDEMNIFYING PARTY'S NEGLIGENT ACTS, ERRORS, OR OMISSIONS. IN THE EVENT CLAIMS, LOSSES, DAMAGES OR EXPENSES ARE CAUSED BY THE JOINT OR CONCURRENT NEGLIGENCE OF CLIENT AND CONSULTANT, THEY SHALL BE BORNE BY EACH PARTY IN PROPORTION TO ITS NEGLIGENCE.

FORCE MAJEURE- CIRCUMSTANCES OR EVENTS MAY OCCUR THAT ARE OUTSIDE THE CONTROL OF EITHER PARTY. THIS PROVISION STATES THAT NEITHER PARTY SHALL BE LIABLE FOR LOSS ARISING FROM ANY CAUSE BEYOND ITS REASONABLE CONTROL. NEITHER PARTY SHALL BE DEEMED IN DEFAULT OF THIS AGREEMENT TO THE EXTENT THAT ANY DELAY OR FAILURE IN THE PERFORMANCE OF ITS OBLIGATIONS RESULT FROM ANY CAUSE BEYOND ITS REASONABLE CONTROL AND WITHOUT ITS NEGLIGENCE.

DISPUTE RESOLUTION- CLIENT AND CONSULTANT AGREE THAT THEY SHALL FIRST SUBMIT ANY AND AL UNSETTLED CLAIMS, COUNTERCLAIMS, DISPUTES, AND OTHER MATTERS IN QUESTION BETWEEN THEM ARISING OUT OF OR RELATING TO THIS AGREEMENT TO MEDIATION IN ACCORDANCE WITH THE CONSTRUCTION INDUSTRY MEDIATION RULES OF THE AMERICAN ARBITRATION ASSOCIATION, EFFECTIVE AS OF THE DATE OF THIS AGREEMENT.

CONSULTANT'S LIABILITY IS LIMITED TO NEGLIGENT ACTS, ERRORS, OR OMISSIONS IN THE PERFORMACE OF SERVICES RENDERED FOR THE PROJECT AND THE MAXIMUM LIABILITY WILL BE THE LIMITS OF LIABILITY OF THE PROFESSIONAL AND NON-PROFESSIONAL COVERAGES.

EXHIBIT "A" (HOURLY RATES)

FIELD SURVEY CREW	\$180.00	PER HOUR
CADD DRAFTING	\$120.00	PER HOUR
SURVEY CALCULATIONS	\$120.00	PER HOUR
MANUAL DRAFTING	\$120.00	PER HOUR
LEGAL DESCRIPTIONS	\$120.00	PER HOUR
PROFESSIONAL SURVEYOR	\$300.00	PER HOUR
DRONE UAV LIDAR MAPPING FI	\$375.00	PER HOUR
DRONE UAV LIDAR MAPPING OI	\$175.00	PER HOUR
TERRESTRIAL LASER SCANNER	\$375.00	PER HOUR
TERRESTRIAL LASER SCANNER	\$175.00	PER HOUR

MYLARS –PER SHEET FOR COLOR OR BLACK & WHITE MYLAR \$20.00

ADDITIONAL PRINTS –PER SHEET (AFTER FIRST 5) FOR COLOR \$10.00
OR BLACK & WHITE

WE THANK YOU FOR THE OPPORTUNITY TO SUBMITT THIS PROPOSAL AND IF ACCEPTED LOOK FORWARD TO WORKING WITH YOU ON THIS PROJECT. SHOULD YOU HAVE ANY QUESTIONS OR COMMENTS PLEASE CONTACT ME.

PROPOSAL ACCEPTANCE

I/We do hereby agree to the above listed fees/terms/conditions as listed in the above

PROPOSAL ACCEPTED BY:

(Please sign)

TITLE OF ACCEPTEE:

FIRM / INDIVIDUAL NAME:

DATED:

\$20,500
DJS SURVEYORS, INC.
C.S.I.D. LIFT STATIONS

Attachment B

Budget Summary

ATTACHMENT A

Engineering - Lift Station Sanitary Services

Engineering Budget Summary

Task	Task Description	Officer	E7	E2	3-Man Field Crew	Adm 3	Adm 1	Total Labor	Expense/ Subconsul. Fee	Expense/ Subconsul.
		\$210.00	\$190.00	\$108.00	\$218.75	\$77.00	\$52.00			
1	Project Management									
	Project Development		2							
	Subconsultant Coordination		2			2				
	Project Management & Closeout		2			2				
	Subtotal Task 1	0	6	0	0	4	0	\$ 1,448.00		
2	Surveying Services									
	Implement Scope of Work provided by DJS - 2/14/24								\$ 20,500.00	DJS
	Allowance for Additional Services								\$ 2,500.00	DJS
	Subtotal Task 2	0	0	0	0	0	0	\$ -		
	Labor Subtotal Hours	0	6	0	0	4	0			
	Labor Subtotal	\$0	\$1,140	\$0	\$0	\$308	\$0	\$1,448		
	Labor Total							\$ 1,448.00		
	Subconsultant Labor Total								\$ 23,000.00	
	Subconsultant Multiplier								1.12	
	Subcontract Total								\$ 25,760.00	
	PROJECT TOTAL								\$ 27,208.00	

TWELFTH ORDER OF BUSINESS

Globaltech, Inc.
CSID Engineer's Report
February 26, 2024

PROJECTS UNDER CONTRACT

WA#192 – Canal Right-of-Way Tree Inventory – On Hold

- Approved by Board – 9/20/21
- Discussed re-starting program with John Sutton (Arborist) using slightly modified scope of work. Fee and labor rates to remain the same.
- Board restarted project on 1/22/24
- Conference call with staff and arborist to discuss GIS mapping
- Waiting for staff to coordinate work with public relations firm

WA#213 – Digester 1 Diffuser Replacement – In Progress

- Approved by Board – 4/17/23
- Assisting staff with developing cleaning and testing protocol for air lines
- Conducted additional review of diffuser issues with staff
- Negotiating reduced cost with vendor
- Vendor agreed to replace diffusers at no cost. Will be shipped week of 2/26/24

WA#214 – Blow-off Valve and Muffler Installation – Substantially Complete

- Approved by Board – 6/19/23
- Prepared purchase orders and subcontracts
- Installed tap and valve – 8/18/23
- Installed muffler – 10/20/23
- Conducted thermal survey of Blower Room – 10/26/23
- Investigating relocating muffler to external location to reduce heat within building and minimize noise.
- Substantial Completion – 11/03/23
- Developed approach to relocate muffler outside blower room building
- Will review with staff after engineered plans are developed

WA#216 – Replacement LP Gas Tanks for PS 1 – In Progress

- Approved by Board – 10/16/23
- Subcontract signed by Suburban Propane
- Tanks installed 1/23 – 1/24/24
- Piping completed 2/16/24
- Discussing installing upgraded fuel level monitoring with Suburban
- Anticipated project completion – March 2024

Globaltech, Inc.
CSID Engineer's Report
February 26, 2024

PROJECTS UNDER CONTRACT (Continued)

WA#218 – Electrical Surge System Improvements – In Progress

- Approved by Board – 10/16/23
- Executed contract with Bonded Lightning Protection – 11/10/23
- Conducted inventory of surge and UPS systems – 11/20/23
- Replaced electrical surge protectors on Admin. and Maintenance Building – 1/27/24
- Scheduling work on Lightning Suppression Systems – week of 3/18/24
- Draft Technical Memorandum for UPS systems submitted – February 2024
- Anticipated project completion – May 2024

WA#219 – Production Well 2 Repower – In Progress

- Approved by Board – 11/13/23
- Prepared purchase orders for control panel equipment – November 2023
- Conducted preliminary review of RO Building Electrical Room
- Conducting preliminary work in Electrical RO Building Electrical Room
- Installed buried conduit for Wells 2 and 3
- Most electrical equipment has been received. Waiting for panel.
- Anticipated completion – January 2025

WA#221 – Site 17 – Canal Bank Restoration – In Progress

- Approved by Board – 1/22/24
- Prepared contract documents with B&Z Construction
- Anticipated completion – June 2024

WA#222 – Belt Filter Press Replacement – In Progress

- Approved by Board – 1/22/24
- Conducted internal kick-off meeting
- Gathering structural information for Solids Handling Building
- Subcontracted WGI for structural investigation
- Preparing purchase order for new belt filter press
- Anticipated completion – February 2025

WA#223 – Administration Building Structural Assessment – In Progress

- Approved by Board – 1/22/24
- Provided architectural and structural drawings to WGI
- Prepared subcontract with WGI
- Conducted site walk-through and inspection with WGI – 2/02/24
- Anticipating draft structural assessment from WGI by 3/01/24
- Project completion – March 2024

Globaltech, Inc.
CSID Engineer's Report
February 26, 2024

Work Authorizations Under Development

- WA#177 – Portable Generator Storage Building – On Hold
- WA#220 – Potable Water Distribution System Sample Stations – On Hold
- WA#224 – Stormwater Culvert Structural Assessment – On current agenda
- WA#225 – Surveying Services for Lift Station Upgrades – On current agenda
- WA#XXX – Administration Building Glass Door Replacement – On March agenda
- WA#XXX – Stormwater Pump Station Spare Engine Procurement – On March agenda
- WA#XXX – Wastewater Treatment Plant SCADA Improvements – Under development