COUNTY OF CHARLOTTE

Board of County Commissioners

18500 Murdock Circle

Port Charlotte, FL 33948

www.CharlotteCountyFL.gov

County Commissioners
Ken Doherty, District 1, Chairman
Bill Truex, District 3, Vice-Chairman
Christopher Constance, District 2
Stephen R. Deutsch, District 4
Joseph Tiseo, District 5

County Administrator
Raymond J. Sandrock
County Attorney
Janette S. Knowlton
Clerk of the Circuit Court
Roger D. Eaton

Regular Meeting

March 26, 2019 9:00 AM
18500 Murdock Circle, Commission Chambers, Room #119

Charlotte County Board of County Commissioners does not discriminate on the basis of disability. This nondiscrimination policy involves every aspect of the County's functions, including access to and participation in meetings, programs and activities. FM Sound Enhancement Units for the Hearing Impaired are available at the Front Security Desk, Building A of the Murdock Administration Complex. Anyone needing other reasonable accommodation or auxiliary aids and services please contact our office at 941.743.1381, TDD/TTY 941.743.1234, or by email to David.Lyles@charlottecountyfl.gov.

SHOULD ANY AGENCY OR PERSON DECIDE TO APPEAL ANY DECISION MADE BY THE BOARD WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH MEETING, A RECORD OF THE PROCEEDING, AND FOR SUCH PURPOSE, A VERBATIM RECORD OF THE PROCEEDING IS REQUIRED, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

9:00 A.M.

Call to Order and Roll Call

Invocation- If you wish, please rise for the invocation

Reverend Brian Stolarczyk
Lutheran Church of the Cross

Pledge of Allegiance

Changes to the Agenda: See separate sheet.

Proclamations - Commissioner Joseph Tiseo

Autism Awareness Month
Charlotte County Easter Events
Child Abuse Prevention Month
Children of the American Revolution
Sexual Assault Awareness Week

Try Transit 2019
****Change, Added attachment - Children of the American Revolution - Updated, 3/25/19****

Employee Recognition

Employee of the Year 2018
Ellen Pinder
Public Safety

Award Presentations

1. Government Academy Graduation

   Anna Gogadze
   C.J. Metcalfe
   Cindy Marsh-Tichy
   Claudette Bennett
   Denise Fowlie
   George Swantek
   Janie Moore
   Jannette Rodriguez
   Jeff Copeman
   Joe Comeaux
   Joree Charcut
   Lisa Stein
   Mary Tirado
   Nancy Lokker
   Olin Bell
   Paula Hendrick
   Stephen Bozman
   Suzanne Herron
   Vielka Wambold
   Will Hendrick

CITIZEN INPUT - AGENDA ITEMS ONLY

Anyone wishing to address the Board during this portion of the meeting must fill out a card, state their name for the record, and state which agenda item(s) will be addressed. Remarks shall be limited to 3 minutes (max) and shall be addressed to the Commission as a body, and not to individual members. There will not be any discussion.

COMMITTEE VACANCIES

Charlotte County is seeking volunteers to serve on the following Committees:

Affordable Housing Advisory Committee is seeking five (5) volunteers who must be Charlotte County residents to represent the following areas: (1) one member who is a Charlotte County employer, (1) one member who is in the home building industry, (1) one member who is a for-profit provider of affordable housing, (1) one member who resides within the jurisdiction and (1) one

member who is an advocate for low-income persons. The term is two years from the date of the board approval. For an application, please contact 941-743-1300 or email assistant@charlottecountyfl.gov.

Beaches and Shores Advisory Committee is seeking one volunteer to serve as the member-at-large. Volunteer must be resident/elector of Charlotte County and have coastal knowledge or technical expertise in beach management or beach preservation. Term expiration is December 31, 2022. Committee meets the first Thursday of each month at 9:00 am in Building Construction Services conference room, 18400 Murdock Circle, Port Charlotte. To obtain an application, please contact Diane Whidden at 941-743-1300 or email Diane.Whidden@CharlotteCountyFL.gov.

Construction Industry Licensing Board is seeking one volunteer to represent the "licensed specialty contractor" category. Volunteer must be a resident of Charlotte County for at least two years and be a licensed specialty contractor. Length of term is until March 22, 2020. To obtain an application, please contact Diane Whidden at 941.743.1300 or email Diane.Whidden@CharlotteCountyFL.gov.

The following **MSBU/TU Advisory Boards** are seeking volunteers who must be both a property owner within and reside within the Unit. Submit applications to Public Works Department, 7000 Florida Street, Punta Gorda, FL 33950; call 941.575.3600 or e-mail MSBU-TU@CharlotteCountyFL.gov.

- **Boca Grande Street & Drainage Unit** is seeking one member to fill a vacant unexpired term through October 31, 2020.
- **Charlotte Ranchettes Unit** is seeking one member to fill a vacant unexpired term through October 31, 2021.
- **Englewood East Non-Urban Street & Drainage Unit** is seeking one member to fill a vacant unexpired term through October 31, 2021.
- **Gardens of Gulf Cove Street & Drainage Unit** is seeking one member to fill a vacant unexpired term through October 31, 2019.
- **Greater Port Charlotte Street & Drainage Unit** is seeking two members to fill vacant unexpired terms through October 31, 2019 and October 31, 2021.
- **Grove City Street & Drainage Unit** is seeking one member to fill a vacant unexpired term through October 31, 2020.
- **Harbour Heights Waterway Unit** is seeking one member to fill a vacant unexpired term through October 31, 2019.
- **Mid-Charlotte Stormwater Utility Unit** is seeking two members to fill vacant unexpired terms through October 31, 2019 and October 31, 2020.
- **Northwest Port Charlotte Waterway Unit** is seeking two members to fill vacant unexpired terms through October 31, 2020 and October 31, 2021.
- **Rotonda Sands North Street & Drainage Unit** is seeking one member to fill a vacant unexpired term through October 31, 2021.
- **Rotonda West Street & Drainage Unit** is seeking one member to fill a vacant unexpired term through October 31, 2019.

REPORTS RECEIVED AND FILED

CONSENT AGENDA

Clerk of the Circuit Court

A. Comptroller Division

1. Finance

   RECOMMENDED ACTION:

   Approve the Clerk's Finance Memorandum.

   BUDGETED ACTION:

   No action needed.

B. Minutes Division

1. Minutes

   RECOMMENDED ACTION:

   Approve the following Minutes:
   February 26, 2019 BCC Regular and Land Use Meeting
   March 7, 2019 BCC Pre-Agenda

   BUDGETED ACTION:

   No action needed.

Board of County Commissioners

C. Commission Office

1. Appointment - Northwest Port Charlotte Waterway MSBU Advisory Board

   RECOMMENDED ACTION:

   Approve the appointment of Rodger Francis to fill the vacant unexpired term on the Northwest Port Charlotte Waterway MSBU Advisory Board. This appointment will be effective immediately and will expire on October 31, 2021.

   BUDGETED ACTION:

   No action needed.

2. Appointment - Charlotte Ranchettes Street & Drainage MSBU Adivsory Board

   RECOMMENDED ACTION:

   Approve the appointment of Tracy Frank to fill the unexpired term of Mike Szuba on the Charlotte Ranchettes Street & Drainage MSBU Advisory Board. This appointment will be effective immediately and will expire on October 31, 2021.

   BUDGETED ACTION:

   No action needed.

3. Naming of West County Annex

   RECOMMENDED ACTION:

   Approve a naming request for West County Annex.

   BUDGETED ACTION:

   No action needed.

D. County Administration

Administration

1. Changes to the April 2019 BCC Meeting Schedule

   RECOMMENDED ACTION:

   a) Approve the cancellation of the April 2, 2019 Utilities Quarterly Update Meeting; and
   b) Approve In Kind Funding Meeting at 9:00 a.m. **on April 2, 2019**, in Room 119 at 18500 Murdock Circle, Port Charlotte**; and**
   c) Approve the cancellation of the April 16, 2019 BCC Monthly Workshop
   ****Change, Updated wording - part b, added part c and changed title of item, 3/21/19****

   BUDGETED ACTION:

   No action needed.

Public Information Office

No Items.

E. County Attorney

1. Set a Public Hearing to Consider Adoption of an Ordinance to Amend the Competitive Sealed Bid Process.

   RECOMMENDED ACTION:

   Set a public hearing for Tuesday, April 9, 2019 at 10:00 a.m. or as soon thereafter as can be heard in Room 119 at 18500 Murdock Circle, Port Charlotte, to consider adoption of an ordinance to amend the competitive sealed bid process to repeal the local business preference by amending general ordinances and special acts Chapter 1-2, Article VI, Section 1-2-186 of the Code of Laws and Ordinances of Charlotte County, Florida.

   BUDGETED ACTION:

   No action needed.

F. Budget and Administrative Services

Fiscal Services

No Items.

Information Technology

No Items.

Purchasing

1. 19-221, Potable Water Master Plan (Utilities)

   RECOMMENDED ACTION:

   a) Approve ranking of firms for Request for Proposal #19-221, Potable Water Master Plan: 1st - Jones Edmunds & Associates of Sarasota, Florida, and 2nd - Black & Veatch Corporation of Fort Myers, Florida; and
   b) Approve start of negotiations with top ranked firm; and
   c) Authorize the Chairman to sign the contract upon completion of negotiations. This is for a firm to provide an all inclusive Potable Water Master Plan.

   BUDGETED ACTION:

   No action needed.

2. 19-193, Master Plan - SCADA (Utilities)

   RECOMMENDED ACTION:

a) Approve ranking of firms for Request For Proposal #19-193, Master Plan-Supervisory Control and Data Acquisition (SCADA): 1st - McKim & Creed, and 2nd - Woodard & Curran; and
b) Approve start of negotiations; and
c) Authorize the Chairman to sign the contract upon completion of negotiations. This is for a firm to develop a SCADA Master Plan for the Charlotte County Utilities Department (CCUD).

BUDGETED ACTION:

No action needed.

3. 19-318, Award, Purchase of Furniture Punta Gorda Charlotte Library (Facilities)

RECOMMENDED ACTION:

Approve award of "piggyback" purchase, File #19-318 Furniture Punta Gorda Charlotte Library 1) off the Florida State Contract #425-001-12-1 Office Furniture and Files in the amount of $166,375.68 and 2) off the Miami-Dade Contract RTQ-00439 Furniture Office and Non-Office in the amount of $202,494.25 as awarded to R. George & Associates, Inc. of Deland, Florida for a total cost of $386,869.93.

BUDGETED ACTION:

No action needed. Budgeted in CIP project, "Punta Gorda Charlotte Library," as approved in the FY19 budget process. Funding is supplied from the 2014 Sales Tax Extension.

4. 19-219, Award, Sheehan Boulevard Improvements (Public Works)

RECOMMENDED ACTION:

Approve award of Bid #19-219, Sheehan Boulevard Improvements to the lowest responsive, responsible bidder, Manhattan Road and Bridge Company of Fort Myers, Florida for a total project cost of $1,885,754.80.

BUDGETED ACTION:

No action needed. Budgeted in CIP projects "Sidewalks 2009 Sales Tax Extension," "Major Water Transmission Lines," and the "Bridge Capital Maintenance Plan," each approved in the FY19 budget process. Funding is supplied from 2009 Sales Tax Fund ($990,787.76), Greater Port Charlotte Street & Drainage MSBU assessments ($663,998.54), and Utility Water Connection Fees ($230,968.50).

5. 19-213, Request for Proposal Ranking-Family Services Center Design (Facilities)

RECOMMENDED ACTION:

a) Approve ranking of firms for Request for Proposal #19-213, Family Services Center Design: 1st - Fawley Bryant Architects, Inc.; 2nd – ADG Architecture, and 3rd - Sweet Sparkman Architects, Inc.; and
b) Approve start of negotiations; and
c) Authorize the Chairman to sign the contract after completion of negotiations. This is for a qualified firm to provide professional master site planning and design services of the Family Services Center.

BUDGETED ACTION:

No action needed. Budgeted in CIP project, "Family Services Center Campus" as adopted in the FY19 budget process and later amended. Funding is supplied from the 2014 Sales Tax Extension.

6. 19-232, Ranking-Construction Manager (CM) at Risk, Family Services Center (Facilities)

RECOMMENDED ACTION:

a) Approve ranking of firms for Request for Proposal #19-232, Construction Manager (CM) at Risk, Family Services Center: 1st – P.J. Hayes, Inc. dba Tandem Construction, 2nd – Florida Premier Contractors, LLC, and 3rd – Wharton-Smith, Inc.; and
b) Approve start of negotiations; and
c) Authorize the Chairman to sign the contract after completion of negotiations. This is for a

qualified firm to provide professional Construction Manager (CM) at Risk Services as part of a construction team, which includes various design consultants and the County.

BUDGETED ACTION:

No action needed. Budgeted in CIP project, "Family Services Center Campus" as approved in the FY19 budget process and later amended. Funding is supplied from the 2014 Sales Tax Extension.

Real Estate Services

No Items.

Risk Management

No Items.

Transit

No Items.

G. Community Development

No Items.

H. Community Services

Parks and Natural Resources

No Items.

Recreation

No Items.

Libraries and Historical

1. Budget Amendment Punta Gorda Charlotte Library

   RECOMMENDED ACTION:

   Approve budget adjustment BA19-024 in the amount of $158,052 to fund additional operating expenses and staffing (3 Full time, 5 Part time) through the end of the fiscal year.

   BUDGETED ACTION:

   Approve Budget Amendment BA19-024 in the amount of $158,052.

Community Services

2. Guidelines for Requesting In-Kind Services

   RECOMMENDED ACTION:

   Approval of Second Amended Guidelines for Requesting In-Kind Services

   BUDGETED ACTION:

   No action needed.

I. Economic Development

No Items.

J. Facilities Construction and Maintenance

No Items.

K. Human Resources

No Items.

L. Human Services

1. Tampa Bay Crisis Center Agreement

RECOMMENDED ACTION:

a) Approve Human Services to enter into sub-contract with Tampa Crisis Center which received a grant from Department of Children & Families, and Veterans Assistance (DCF/VA) to make the MyFL Vet Peer Recovery Initiative a statewide partnership with local 2-1-1 programs. Human Services sub-contract would fall under DCF; and
b) Authorize the Chairman, or designee to sign any grant related documents.

BUDGETED ACTION:

No action needed. A budget adjustment will be submitted once the award is accepted. The grant is 100% funded and there is no local match required.

M. Public Safety

1. Sun Tower Lease Amendment

RECOMMENDED ACTION:

Approve lease amendment between Charlotte County and SBA Communications to install new P-25 antenna system.

BUDGETED ACTION:

No action needed. Budgeted in CIP project "Digital Radio System" as part of the FY19 budget process. Funding is supplied from the 2014 Sales Tax Extension.

2. Equipment Use Agreement

RECOMMENDED ACTION:

a) Approve Equipment Use Agreement between Charlotte County and the City of Lakeland Florida.
b) Approve Resolution authorizing the County Administrator to execute subsequent equipment use agreements with the City of Lakeland that contain terms substantially similar to the attached agreement.

BUDGETED ACTION:

No action needed.

N. Public Works

1. FDOT Maintenance Agreement - US 41 and SR 776

RECOMMENDED ACTION:

a) Approve three-year agreement with the Florida Department of Transportation (FDOT) for maintenance of US 41 from the Peace River Bridge to South Toledo Blade Boulevard and SR 776 from US 41 to Cornelius Boulevard to include mowing, litter removal, and edging/sweeping; and
b) Approve Resolution authorizing the Chairman to execute the agreement.

BUDGETED ACTION:

No action needed.

O. Tourism Development

No Items.

P. Utilities

1. State of Florida Department of Environmental Protection Clean Water State Revolving Fund Construction Loan Agreement WW080251

   RECOMMENDED ACTION:

   a) Approve State of Florida Department of Environmental Protection Clean Water State Revolving Fund Construction Loan Agreement WW080251; and
   b) Authorize County Administrator to execute the loan agreement for the Deep Creek Force Main Project; and
   c) Adopt Resolution authorizing County Administrator to execute amendments to the loan agreement for the Deep Creek Force Main Project.

   BUDGETED ACTION:

   No action needed. Loan repayment will be provided by the renewal and replacement fund.

2. 2019 Water Authority Demand Projections

   RECOMMENDED ACTION:

   Approve the 2019 Charlotte County 20-year projected water demands for submittal to the Peace River/Manasota Regional Water Supply Authority.

   BUDGETED ACTION:

   No action needed.

Q. Other Agencies

No Items.

REGULAR AGENDA

R. Regular Agenda

1. 2019 Federal Legislative Agenda

   County Administration

   Discussion and approval of the 2019 Federal Legislative Agenda.

2. Transit Development Plan, Phase I

   Transit

   a) Presentation of the Transit Development Plan, Phase I by Tindale-Oliver; and
   b) Discussion and direction.

3. WCIND Agenda - April 5, 2019

   Community Services

   Discussion and direction on the West Coast Inland Navigation District (WCIND) agenda for the upcoming April 5, 2019 Meeting.

4. Water Authority Agenda - April 3, 2019

   Utilities

   Discussion and direction on the Peace River Manasota Regional Water Supply Authority (Authority) Board agenda for the upcoming April 3, 2019 Meeting.
   ****Change, Added attachments- PRMRWSA Agenda- April 2019, and PRMRWSA Workshop Agenda 2019, 3/25/19****

5. Appoint by Ballot - Construction Industry Licensing Board - Specialty Contractor

Commission Office

Choose by ballot to fill the unexpired term vacated by Mr. Carleton Strong, Sr. who resigned from the Construction Industry Licensing Board representing the "Specialty Contractor" category. This appointment will expire on March 22, 2020.

6. Economic Development Director Position

County Attorney

Discussion and direction regarding Economic Development Director position.
****Added item, 3/25/19****

PUBLIC HEARING AGENDA

S. 10:00 A.M. Public Hearing

1. Conduct Public Hearing to Consider Amending Chapter 3-3.5 Impact Fees of the Code of Laws and Ordinances of Charlotte County, Florida

Community Development

Conduct a public hearing to consider amendments to Chapter 3-3.5, Impact Fees, of the Code of Laws and Ordinances of Charlotte County, Florida. This includes amendments to the adopted impact fee schedule, additions and changes to the definitions, and minor changes to clarify existing language.
****Change, Added attachments- Revised 100% Transportation-40% all others of Technical Report, and Impact Fee Scenarios- Revised, and Presentation-Revised/Final, 3/25/19****

PRESENTATION AGENDA

T. 10:00 A.M.

No Items.

CITIZEN INPUT - ANY SUBJECT

Anyone wishing to address the Board during this portion of the meeting must state their name for the record. Remarks, on any County related subject, shall be limited to 3 minutes (max) and shall be addressed to the Commission as a body, and not to individual members. There will not be any discussion.

AA. County Administrator

BB. County Attorney

CC. Commissioner Comments

Bill Truex, District 3, Vice-Chairman
Christopher Constance, District 2
Stephen R. Deutsch, District 4
Joseph Tiseo, District 5

Board of County Commissioners
Schedule of Future Closures/Hearings/Workshops

Tuesday, April 2, 2019	9:00 a.m.	Board of County Commissioners Utilities Quarterly Update Meeting	Murdock Administration Center 18500 Murdock Circle, Commission Chambers Room #119, Port Charlotte
Thursday, April 4, 2019	1:30 p.m.	Board of County Commissioners Pre-Agenda Meeting	Murdock Administration Center 18500 Murdock Circle, Building B, Room #106-B, Port Charlotte
Tuesday, April 9, 2019	9:00 a.m.	Board of County Commissioners Regular and Land Use Meeting	Murdock Administration Center 18500 Murdock Circle, Commission Chambers Room #119, Port Charlotte
Tuesday, April 16, 2019	9:00 a.m.	Board of County Commissioners Monthly Workshop	Murdock Administration Center 18500 Murdock Circle, Commission Chambers Room #119, Port Charlotte
Thursday, April 18, 2019	1:30 p.m.	Board of County Commissioners Pre-Agenda Meeting	Murdock Administration Center 18500 Murdock Circle, Building B, Room #106-B, Port Charlotte
Tuesday, April 23, 2019	9:00 a.m.	Board of County Commissioners Regular and Land Use Meeting	Murdock Administration Center 18500 Murdock Circle, Commission Chambers Room #119, Port Charlotte
Thursday, May 09, 2019	1:30 p.m.	Board of County Commissioners Pre-Agenda Meeting	Murdock Administration Center 18500 Murdock Circle, Building B, Room #106-B, Port Charlotte
Monday, May 13, 2019	9:00 a.m.	MSBU Workshop	Murdock Administration Center 18500 Murdock Circle, Commission Chambers Room #119, Port Charlotte
Tuesday, May 14, 2019	9:00 a.m.	Board of County Commissioners Regular Meeting	Murdock Administration Center 18500 Murdock Circle, Commission Chambers Room #119, Port Charlotte
Tuesday, May 14, 2019	2:00 p.m.	Focus Area Workshop #1	Murdock Administration Center 18500 Murdock Circle, Commission Chambers Room #119, Port Charlotte

Charlotte County Board Of County Commissioners
Agenda Item Summary

Item Number: -

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1 DEPARTMENT MAKING REQUEST

Proclamations - Commissioner Joseph Tiseo

2 MEETING DATE

3/26/2019

3 REQUESTED MOTION/ACTION

Autism Awareness Month
Charlotte County Easter Events
Child Abuse Prevention Month
Children of the American Revolution
Sexual Assault Awareness Week
Try Transit 2019
****Change, Added attachment - Children of the American Revolution - Updated, 3/25/19****

4 AGENDA

5 IS THIS ITEM BUDGETED (IF APPLICABLE) -

Budget Action
No action needed.

Financial Impact Summary Statement

Detailed Analysis Attached -

Budget Officer-

6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)

ATTACHMENTS:

File Name	Description	Upload Date	Type
Proclamation-_Autism_Awareness_Month.doc	Autism Awareness Month	3/18/2019	Backup Material
Proclamation-_Charlotte_County_Easter_Events_(April_2019).doc	Charlotte County Easter Events	3/18/2019	Backup Material
Proclamation-_Child_Abuse_Prevention_Month.doc	Child Abuse Prevention Month	3/18/2019	Backup Material
Proclamation-_Children_of_the_American_Revolution.doc	Children of the American Revolution	3/18/2019	Backup Material
Proclamation-_Sexual_Assault_Awareness_Week.doc	Sexual Assault Awareness Week	3/18/2019	Backup Material
Proclamation-_Try_Transit_2019.doc	Try Transit 2019	3/18/2019	Backup Material
Proclamation-_Children_of_the_American_Revolution_-_Updated.doc	Children of the American Revolution-Updated	3/25/2019	Backup Material

Charlotte County Florida

PROCLAMATION

WHEREAS, Autism is a complex developmental disability, resulting in significant impairment of the individual's ability to learn, develop healthy interactive behaviors, and understand verbal, nonverbal, and reciprocal communication over the life span; and

WHEREAS, autism is the fastest growing developmental disability, affecting an estimated 1 percent of the world population, 3.5 million individuals nationwide, and 4.02 per 10,000 individuals in Florida; and

WHEREAS, although a cure for autism has not been found, persons with autism can be helped to reach their greatest potential. Accurate, early diagnosis, and the resulting appropriate education and intervention are vital to the future growth and development of the individual; and

WHEREAS, support groups, such as the Florida affiliate of the Autism Society, have dedicated years of service in their ongoing efforts to advocate for the rights, humane treatment, and appropriate education of all persons with autism; and

WHEREAS, these groups remain committed to their cause and to educating families, professionals, and to the general public to be better understand this lifelong disability; and

WHEREAS, autism requires increased research so that one day everyone can access appropriate treatments and services; and greater recognition and understanding to ensure that individuals with autism living in Florida and all other Americans with autism are accurately diagnosed and appropriately treated throughout their lives.

NOW, THEREFORE, BE IT PROCLAIMED that the month of April 2019 shall be known in all of Charlotte County as

World Autism Awareness Month

and all citizens are encouraged to support World Autism Awareness Day on April 2nd, 2019 by wearing light blue to light up awareness and support Autism Speaks and Autism Society of America, a group of local professionals and parents who are working diligently to combat Autism, increase funding for research, raise awareness and bring hope to all who deal with the hardships of this disorder.

PASSED AND DULY ADOPTED this 26th day of March 2019.

BOARD OF COUNTY COMMISSIONERS
OF CHARLOTTE COUNTY, FLORIDA

By_____
Kenneth W. Doherty, Chairman

ATTEST:

_____
Roger D. Eaton, Clerk of Circuit Court and Ex-Officio Clerk to the Board of County Commissioners

APPROVED AS TO FORM:

_____
Raymond J. Sandrock, County Administrator

Charlotte County Florida

PROCLAMATION

Charlotte County Florida

PROCLAMATION

WHEREAS, the Charlotte County Easter Egg Hunt will be held on Saturday, April 20, 2019 continuing a tradition in Charlotte County by celebrating its 55th year; and

WHEREAS Charlotte County Community Services encourages inclusion for all by hosting an annual Adaptive Easter Egg Hunt for children with disabilities on Saturday, April 6, 2019, providing an outdoor activity that enhances their lives and promotes positive social interaction for children and families; and

WHEREAS, over 1,000 children and family members participate annually embracing the Easter holiday, enhancing their sense of community, and learning about different programs and services available in Charlotte County by attending these events; and

WHEREAS, Charlotte County Community Services recognizes all volunteers and donors supporting this event, including the Charlotte County Sheriff's Office, Southern Technical College, Miracle Girls Basketball, One Blood, Modern Woodmen of America, SunnyDays Ice Cream, Stealth Mobile Laser Tag, Staywell, Southwest Florida Counseling Center, Safe Kids of Southwest Florida, Kingfisher Fleet, Treeumph, Broadway Palm Dinner Theatre; and

WHEREAS, Charlotte County Community Services thanks the sponsor of the 2019 Easter Egg Hunts – Safe Kids of Southwest Florida, Stealth Mobile Laser Tag, and Southwest Florida Counseling Center;

NOW, THEREFORE, BE IT PROCLAIMED that April 6th and 20th, 2019 shall be known in all of Charlotte County as

Charlotte County Easter Events Days

PASSED AND DULY ADOPTED this 26th day of March 2019

BOARD OF COUNTY COMMISSIONERS
OF CHARLOTTE COUNTY, FLORIDA

By_____
Kenneth W. Doherty, Chairman

ATTEST:

_____
Roger D. Eaton, Clerk of Circuit Court and Ex-Officio Clerk to the Board of County Commissioners

APPROVED AS TO FORM:

_____
Raymond J. Sandrock, County Administrator

Charlotte County Florida

PROCLAMATION

WHEREAS, Florida's future depends on nurturing the healthy development of more than four million children currently in our state; and

WHEREAS, the abuse and neglect of children can cause severe, costly and lifelong problems and every child has a right to be safe, healthy, and educationally and developmentally on track; and

WHEREAS, research shows that parents and caregivers who have support systems and know how to seek help in times of trouble are more resilient and better able to provide safe environments and nurturing experiences for their children; and

WHEREAS, individuals, businesses, schools, and faith-based and community organizations must make children a top priority and take action to support the physical, social, emotional, and educational development and competency of all children; and

WHEREAS, during the month of April, Prevent Child Abuse Florida, in collaboration with the Governor's Office of Adoption and Child Protection, the Florida Department of Children and Families and the Ounce of Prevention Fund of Florida, will implement Pinwheels for Prevention, a statewide campaign promoting awareness of healthy child development, positive parenting practices, and the types of concrete support families need within their communities.

NOW, THEREFORE, BE IT PROCLAIMED that the month of April 2019 shall be known in all of Charlotte County as

Child Abuse Prevention Month

and all residents are encouraged to engage in activities whose purpose is to strengthen families and communities to provide the optimal environment for healthy child development.

PASSED AND DULY ADOPTED this 26th day of March 2019

BOARD OF COUNTY COMMISSIONERS
OF CHARLOTTE COUNTY, FLORIDA

By_____
Kenneth W. Doherty, Chairman

ATTEST:

_____
Roger D. Eaton, Clerk of Circuit Court and Ex-Officio Clerk to the Board of County Commissioners

APPROVED AS TO FORM:

_____
Raymond J. Sandrock, County Administrator

Charlotte County Florida

PROCLAMATION

WHEREAS, the Children of the American Revolution (CAR) was founded in 1895 by the National Society Daughters of the American Revolution. It is the oldest patriotic youth organization in the United States. Members gain invaluable leadership experience in conducting meetings, following parliamentary procedures and standard protocol, serving as delegates and speaking before groups at local, state and national conferences. The responsibility and privilege of selecting officers helps members gain an understanding of the democratic process; and

WHEREAS, the mission of Florida Society Children of the American Revolution is to uphold the national mission to train good citizens, develop leaders and promote love of the United States of America and its heritage among young people; and

WHEREAS, our name sake, Brewster Baker, the southwest Florida pirate, is said to have been a lieutenant aboard the British frigate HMS Heather in 1797. He was the leader of a successful mutiny. Baker and the seamen loyal to him put the remaining crew ashore and were thus forced to become pirates. To avoid capture, in 1798, Brewster Baker and his men sailed up Pine Island Sound and established a pirate community on the small island of Bokeelia just off the northern tip of Pine Island; and

WHEREAS, The Brewster Baker Society of the Florida Society Children of the American Revolution was organized on March 30, 2019 to provide a legacy of modern-day patriots who honor the past, celebrate the present and train the leaders of tomorrow in Port Charlotte, Florida; and

NOW, THEREFORE, BE IT PROCLAIMED that March 30th, 2019 shall be known in all of Charlotte County as

Children of the American Revolution (CAR)

PASSED AND DULY ADOPTED this 26th day of March 2019

BOARD OF COUNTY COMMISSIONERS
OF CHARLOTTE COUNTY, FLORIDA

By_____
Kenneth W. Doherty, Chairman

ATTEST:

_____
Roger D. Eaton, Clerk of Circuit Court and Ex-Officio Clerk to the Board of County Commissioners

APPROVED AS TO FORM:

_____
Raymond J. Sandrock, County Administrator

Charlotte County Florida

PROCLAMATION

WHEREAS, Sexual Assault Awareness Month is intended to draw attention to the fact that sexual violence is widespread and has public health implications for every community member of Charlotte County; and

WHEREAS, rape, sexual assault, and sexual harassment impact our community as seen by statistics indicating that one in five women will have experienced sexual assault by the time they complete college (Fisher, Cullen, & Turner, 2000); and

WHEREAS, we must work together to educate our community about what can be done to prevent sexual assault and how to support survivors; and

WHEREAS, staff and volunteers of anti-violence programs in Charlotte County encourage every person to speak out when witnessing acts of violence however small; and

WHEREAS, with leadership, dedication, and encouragement, there is compelling evidence that we can be successful in reducing sexual violence in Charlotte County through prevention education, increased awareness, and holding perpetrators who commit acts of violence responsible for their actions; and

WHEREAS, Charlotte County School District strongly supports the efforts of national, state, and local partners, and of every citizen to actively engage in public and private efforts, including conversations about what sexual violence is, how to prevent it, how to help survivors connect with services, and how every segment of our society can work together to better address sexual violence.

NOW, THEREFORE, BE IT PROCLAIMED that the first full week of every April 2019 shall be Sexual Assault Awareness Week in Charlotte County Schools for teachers and students alike.

Sexual Assault Awareness Week

PASSED AND DULY ADOPTED this 26th day of March 2019

BOARD OF COUNTY COMMISSIONERS
OF CHARLOTTE COUNTY, FLORIDA

By_____
Kenneth W. Doherty, Chairman

ATTEST:

_____
Roger D. Eaton, Clerk of Circuit Court and Ex-Officio Clerk to the Board of County Commissioners

APPROVED AS TO FORM:

_____
Raymond J. Sandrock, County Administrator

Charlotte County Florida

PROCLAMATION

WHEREAS, the State of Florida is dedicated to improving air quality, reducing traffic congestion, promoting health and physical fitness, and reducing energy consumption; and

WHEREAS, the Florida Department of Transportation, District One, through its Commuter Services Program, contributes to these state goals throughout the region, by promoting the use of alternative commute modes and encouraging commuters to track trips in Commuter Services' Trip Track program; and

WHEREAS, April 22, 2019 is designated as "Regional Try Transit Day"; and

WHEREAS, Charlotte County Transit will not charge fares for public transit services on April 22, 2019.

NOW, THEREFORE, BE IT PROCLAIMED that April 22, 2019 shall be known in all of Charlotte County as

Regional Try Transit Day

PASSED AND DULY ADOPTED this 26th day of March 2019

BOARD OF COUNTY COMMISSIONERS
OF CHARLOTTE COUNTY, FLORIDA

By_____
Kenneth W. Doherty, Chairman

ATTEST:

_____
Roger D. Eaton, Clerk of Circuit Court and Ex-Officio Clerk to the Board of County Commissioners

APPROVED AS TO FORM:

_____
Raymond J. Sandrock, County Administrator

Charlotte County Florida

PROCLAMATION

WHEREAS, the Children of the American Revolution (C.A.R.) was founded in 1895 by the National Society Daughters of the American Revolution. It is the oldest patriotic youth organization in the United States. Members gain invaluable leadership experience in conducting meetings, following parliamentary procedures and standard protocol, serving as delegates and speaking before groups at local, state and national conferences. The responsibility and privilege of selecting officers helps members gain an understanding of the democratic process; and

WHEREAS, the mission of Florida Society Children of the American Revolution is to uphold the national mission to train good citizens, develop leaders and promote love of the United States of America and its heritage among young people; and

WHEREAS, our name sake, Brewster Baker, the southwest Florida pirate, is said to have been a lieutenant aboard the British frigate HMS Heather in 1797. He was the leader of a successful mutiny. Baker and the seamen loyal to him put the remaining crew ashore and were thus forced to become pirates. To avoid capture, in 1798, Brewster Baker and his men sailed up Pine Island Sound and established a pirate community on the small island of Bokeelia just off the northern tip of Pine Island; and

WHEREAS, The Brewster Baker Society of the Florida Society Children of the American Revolution was organized on March 30, 2019 to provide a legacy of modern-day patriots who honor the past, celebrate the present and train the leaders of tomorrow in Port Charlotte, Florida; and

NOW, THEREFORE, BE IT PROCLAIMED that March 30th, 2019 shall be known in all of Charlotte County as

The Brewster Baker Society, Children of the American Revolution Day

PASSED AND DULY ADOPTED this 26th day of March 2019

BOARD OF COUNTY COMMISSIONERS
OF CHARLOTTE COUNTY, FLORIDA

By_____
Kenneth W. Doherty, Chairman

ATTEST:

_____
Roger D. Eaton, Clerk of Circuit Court and Ex-Officio Clerk to the Board of County Commissioners

APPROVED AS TO FORM:

_____
Raymond J. Sandrock, County Administrator

Charlotte County Board Of County Commissioners
Agenda Item Summary

Item Number: -

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1 DEPARTMENT MAKING REQUEST

Employee Recognition

2 MEETING DATE

3/26/2019

3 REQUESTED MOTION/ACTION

Employee of the Year 2018
Ellen Pinder
Public Safety

4 AGENDA

5 IS THIS ITEM BUDGETED (IF APPLICABLE) -

Budget Action
No action needed.

Financial Impact Summary Statement

Detailed Analysis Attached -

Budget Officer-

6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)

Charlotte County Board Of County Commissioners
Agenda Item Summary

Item Number: - 1.

---

1 DEPARTMENT MAKING REQUEST

Award Presentations

2 MEETING DATE

3/26/2019

3 REQUESTED MOTION/ACTION

Anna Gogadze
C.J. Metcalfe
Cindy Marsh-Tichy
Claudette Bennett
Denise Fowlie
George Swantek
Janie Moore
Jannette Rodriguez
Jeff Copeman
Joe Comeaux
Joree Charcut
Lisa Stein
Mary Tirado
Nancy Lokker
Olin Bell
Paula Hendrick
Stephen Bozman
Suzanne Herron
Vielka Wambold
Will Hendrick

4 AGENDA

5 IS THIS ITEM BUDGETED (IF APPLICABLE) -

Budget Action

Financial Impact Summary Statement

Detailed Analysis Attached -

Budget Officer-

6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)

Charlotte County Board Of County Commissioners
Agenda Item Summary

Item Number: -

---

1 DEPARTMENT MAKING REQUEST

Committee Vacancies

2 MEETING DATE

3/26/2019

3 REQUESTED MOTION/ACTION

Affordable Housing Advisory Committee is seeking five (5) volunteers who must be Charlotte County residents to represent the following areas: (1) one member who is a Charlotte County employer, (1) one member who is in the home building industry, (1) one member who is a for-profit provider of affordable housing, (1) one member who resides within the jurisdiction and (1) one member who is an advocate for low-income persons. The term is two years from the date of the board approval. For an application, please contact 941-743-1300 or email assistant@charlottecountyfl.gov.

4 AGENDA

5 IS THIS ITEM BUDGETED (IF APPLICABLE) - False

Budget Action
No action needed.

Financial Impact Summary Statement

Detailed Analysis Attached - False

Budget Officer-

6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)

Charlotte County Board Of County Commissioners
Agenda Item Summary

Item Number: -

---

1 DEPARTMENT MAKING REQUEST

Committee Vacancies

2 MEETING DATE

3/26/2019

3 REQUESTED MOTION/ACTION

Beaches and Shores Advisory Committee is seeking one volunteer to serve as the member-at-large. Volunteer must be resident/elector of Charlotte County and have coastal knowledge or technical expertise in beach management or beach preservation. Term expiration is December 31, 2022. Committee meets the first Thursday of each month at 9:00 am in Building Construction Services conference room, 18400 Murdock Circle, Port Charlotte. To obtain an application, please contact Diane Whidden at 941-743-1300 or email Diane.Whidden@CharlotteCountyFL.gov.

4 AGENDA

Regular

5 IS THIS ITEM BUDGETED (IF APPLICABLE) -

Budget Action
No action needed.

Financial Impact Summary Statement

Detailed Analysis Attached -

Budget Officer-

6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)

Charlotte County Board Of County Commissioners
Agenda Item Summary

Item Number: -

---

1 DEPARTMENT MAKING REQUEST

Committee Vacancies

2 MEETING DATE

3/26/2019

3 REQUESTED MOTION/ACTION

Construction Industry Licensing Board is seeking one volunteer to represent the "licensed specialty contractor" category. Volunteer must be a resident of Charlotte County for at least two years and be a licensed specialty contractor. Length of term is until March 22, 2020. To obtain an application, please contact Diane Whidden at 941.743.1300 or email Diane.Whidden@CharlotteCountyFL.gov.

4 AGENDA

Regular

5 IS THIS ITEM BUDGETED (IF APPLICABLE) -

Budget Action
No action needed.

Financial Impact Summary Statement

Detailed Analysis Attached -

Budget Officer-

6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)

Charlotte County Board Of County Commissioners
Agenda Item Summary

Item Number: -

---

1 DEPARTMENT MAKING REQUEST

Committee Vacancies

2 MEETING DATE

3/26/2019

3 REQUESTED MOTION/ACTION

The following **MSBU/TU Advisory Boards** are seeking volunteers who must be both a property owner within and reside within the Unit. Submit applications to Public Works Department, 7000 Florida Street, Punta Gorda, FL 33950; call 941.575.3600 or e-mail MSBU-TU@CharlotteCountyFL.gov.

- **Boca Grande Street & Drainage Unit** is seeking one member to fill a vacant unexpired term through October 31, 2020.
- **Charlotte Ranchettes Unit** is seeking one member to fill a vacant unexpired term through October 31, 2021.
- **Englewood East Non-Urban Street & Drainage Unit** is seeking one member to fill a vacant unexpired term through October 31, 2021.
- **Gardens of Gulf Cove Street & Drainage Unit** is seeking one member to fill a vacant unexpired term through October 31, 2019.
- **Greater Port Charlotte Street & Drainage Unit** is seeking two members to fill vacant unexpired terms through October 31, 2019 and October 31, 2021.
- **Grove City Street & Drainage Unit** is seeking one member to fill a vacant unexpired term through October 31, 2020.
- **Harbour Heights Waterway Unit** is seeking one member to fill a vacant unexpired term through October 31, 2019.
- **Mid-Charlotte Stormwater Utility Unit** is seeking two members to fill vacant unexpired terms through October 31, 2019 and October 31, 2020.
- **Northwest Port Charlotte Waterway Unit** is seeking two members to fill vacant unexpired terms through October 31, 2020 and October 31, 2021.
- **Rotonda Sands North Street & Drainage Unit** is seeking one member to fill a vacant unexpired term through October 31, 2021.
- **Rotonda West Street & Drainage Unit** is seeking one member to fill a vacant unexpired term through October 31, 2019.

4 AGENDA

5 IS THIS ITEM BUDGETED (IF APPLICABLE) -

Budget Action
No action needed.

Financial Impact Summary Statement

Detailed Analysis Attached -

Budget Officer-

6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)

Charlotte County Board Of County Commissioners
Agenda Item Summary

Item Number: A - 1.

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1 DEPARTMENT MAKING REQUEST

Finance Division

2 MEETING DATE

3/26/2019

3 REQUESTED MOTION/ACTION

Approve the Clerk's Finance Memorandum.

4 AGENDA

5 IS THIS ITEM BUDGETED (IF APPLICABLE) -

Budget Action
No action needed.

Financial Impact Summary Statement

Detailed Analysis Attached -

Budget Officer-

6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)

ATTACHMENTS:

File Name	Description	Upload Date	Type
Disbursements_3.26.19.pdf	March 26, 2019 Disbursements	3/13/2019	Backup Material

ROGER D. EATON
Clerk of the Circuit Court and County Comptroller
350 E. Marion Ave. Punta Gorda, FL 33950 · 941.505.4716

MEMORANDUM

TO: BOARD OF COUNTY COMMISSIONERS
CC: County Administrator
County Attorney

FROM: Comptroller Division

DATE: March 26, 2019

SUBJECT: Total Disbursements

In accordance with Florida Statute 136.06, attached is a listing of disbursements made for the period February 27, 2018 through March 12, 2019 as follows:

Check Disbursements	$ 9,544,034.39
ACH Disbursements	$ 1,052,876.02
Wire Disbursements	$ 1,896,149.82
Payroll (details available in Comptroller Div)	$ 3,491,713.52
TOTAL DISBURSEMENTS	**$ 15,984,773.75**

Action _____
By _____
Date _____

ACH's and Wires for period of 2/27/19-3/12/19

DESCRIPTION	DATE	ACH	WIRE
Cigna	3/5/19	448,816.06	
	3/12/19	564,066.01	
Debt Payments	3/1/19		111,151.89
	3/1/19		1,622,781.50
HRA/FSA Payments	2/27/19	219.60	
	3/4/19	843.74	
	3/5/19	19,270.38	
	3/5/19	12.13	
	3/8/19	35.00	
	3/11/19	850.97	
	3/12/19	17,895.08	
	3/12/19	867.05	
Real Estate Closings	3/8/19		37,887.39
Workers' Comp funding	3/4/19		9,527.23
	3/8/19		114,801.81
		1,052,876.02	1,896,149.82

General Disbursements 02/27/19-03/12/19
Warrants 306436-307036

Check Date	Check Number	Vendor Name	Amount
2/28/2019	306436	ALPHA GENERAL SERVICES INC.	1,572.00
2/28/2019	306437	CDM SMITH INC	12,173.72
2/28/2019	306438	BENCHMARK ENVIROANALYTICAL	1,564.02
2/28/2019	306439	BENCHMARK ENVIROANALYTICAL	1,042.68
2/28/2019	306440	BENCHMARK ENVIROANALYTICAL	955.79
2/28/2019	306441	SUN COAST MEDIA GROUP INC	240.12
2/28/2019	306442	DEERE COMPANY	46,293.10
2/28/2019	306443	PRIDE ENTERPRISES	208.80
2/28/2019	306444	MAC PAPERS INC	1,436.00
2/28/2019	306445	CHERRY BEKAERT LLP	45,669.00
2/28/2019	306446	CHERRY BEKAERT LLP	22,834.90
2/28/2019	306447	THE ACTIVE NETWORK INC	7,866.00
2/28/2019	306448	STAHLMAN-ENGLAND IRRIGATION, INC	139.86
2/28/2019	306449	STAHLMAN-ENGLAND IRRIGATION, INC	108.30
2/28/2019	306450	PHENOVA INC	1,266.78
2/28/2019	306451	COMPLETE PLUMBING, INC., DBA RAY'S PLUMBING	1,901.73
2/28/2019	306452	COMPLETE PLUMBING, INC., DBA RAY'S PLUMBING	740.66
2/28/2019	306453	COMPLETE PLUMBING, INC., DBA RAY'S PLUMBING	623.53
2/28/2019	306454	COMPLETE PLUMBING, INC., DBA RAY'S PLUMBING	321.73
2/28/2019	306455	COMPLETE PLUMBING, INC., DBA RAY'S PLUMBING	306.48
2/28/2019	306456	COMPLETE PLUMBING, INC., DBA RAY'S PLUMBING	204.32
2/28/2019	306457	COMPLETE PLUMBING, INC., DBA RAY'S PLUMBING	102.16
2/28/2019	306458	COMPLETE PLUMBING, INC., DBA RAY'S PLUMBING	102.16
2/28/2019	306459	PREMIER BIOTECH INC	675.00
2/28/2019	306460	PREMIER BIOTECH INC	456.25
3/1/2019	306461	ALTERNATIVE HOMEMAKING WITH, A HEART	22,046.55
3/1/2019	306462	FL DEPT OF HEALTH IN CHARLOTTE, COUNTY	161.00
3/1/2019	306463	CHARLOTTE ENGINEERING AND, SURVEYING, INC	4,880.00
3/1/2019	306464	COASTAL ENGINEERING CONSULTANT	5,572.25
3/1/2019	306465	DAVID M. JONES JR & ASSOC INC	480.00
3/1/2019	306466	DMK ASSOCIATES, INC.	13,725.00
3/1/2019	306467	EDISON OIL CO	5,257.17
3/1/2019	306468	J M TODD INC	679.02
3/1/2019	306469	MALONEY'S SOD INC	7,944.00
3/1/2019	306470	TITAN ATLANTIC CEMENT IND DBA, TITAN FLORIDA LLC	13,524.88
3/1/2019	306471	TITAN ATLANTIC CEMENT IND DBA, TITAN FLORIDA LLC	982.08
3/1/2019	306472	ROHALEY & SONS PLUMBING, CONTRACTORS, INC	18,200.00
3/1/2019	306473	SCS ENGINEERS/SCS FIELD, SERVICES	2,375.00
3/1/2019	306474	G4S SECURE SOLUTIONS (USA) INC	4,282.50

General Disbursements 02/27/19-03/12/19
Warrants 306436-307036

Check Date	Check Number	Vendor Name	Amount
3/1/2019	306475	BRIGHTVIEW LANDSCAPE SERVICES	1,100.00
3/1/2019	306476	CHARLOTTE COUNTY CLERK OF, THE CIRCUIT COURT	79,274.10
3/1/2019	306477	CHARLOTTE COUNTY CHAMBER, OF COMMERCE	197.00
3/1/2019	306478	LEE COUNTY BOARD OF COUNTY, COMMISSIONERS	3,781.36
3/1/2019	306479	FLORIDA POWER & LIGHT CO	155,801.97
3/1/2019	306480	FLORIDA POWER & LIGHT CO	49,910.32
3/1/2019	306481	FLORIDA POWER & LIGHT CO	2,621.37
3/1/2019	306482	HECTOR FLORES	172.40
3/1/2019	306483	HOME DEPOT CREDIT SERVICES	57.74
3/1/2019	306484	JOHNSON ENGINEERING	5,950.00
3/1/2019	306485	LEE COUNTY ELECTRIC CO-OP	593.99
3/1/2019	306486	MUNICIPAL CODE CORPORATION	2,687.00
3/1/2019	306487	NABORS GIBLIN & NICKERSON PA	871.35
3/1/2019	306488	VICKIE L. POTTS	400.95
3/1/2019	306489	SARASOTA-MANATEE-, CHARLOTTE I.A.F.F.	8,570.08
3/1/2019	306490	PAINTERS DISTRICT COUNCIL #78	2,070.50
3/1/2019	306491	ODYSSEY MANUFACTURING CO	2,898.48
3/1/2019	306492	CITY OF PUNTA GORDA	88.64
3/1/2019	306493	GASPARILLA MARINA	1,164.80
3/1/2019	306494	SUMMIT HOME RESPIRATORY SVCS	1,674.60
3/1/2019	306495	CAST SYSTEMS LLC	2,793.40
3/1/2019	306496	S.O.S. SEPTIC INC.	360.00
3/1/2019	306497	FRED'S AWARD WORLD	19.50
3/1/2019	306498	RINKER MATERIALS	20,954.42
3/1/2019	306499	WILDER ARCHITECTURE, INC	3,260.00
3/1/2019	306500	ALL STAT HOME HEALTH	9,645.23
3/1/2019	306501	CHARLOTTE COUNTY GENERATORS, LLC	305.79
3/1/2019	306502	SANDERS LABORATORIES INC	1,268.40
3/1/2019	306503	AMERICAN MANAGEMENT RESOURCES	3,150.00
3/1/2019	306504	COMMERCIAL ELECTRICAL SYSTEMS	2,068.20
3/1/2019	306505	MICHAEL KOENIG	75.00
3/1/2019	306506	UNITED WAY OF CHARLOTTE COUNTY	772.70
3/1/2019	306507	STATE OF FLORIDA	2,858.40
3/1/2019	306508	CDW LLC, DBA CDW GOVERNMENT, CDWG,	2,492.61
3/1/2019	306509	ARDAMAN & ASSOCIATES INC	226.00
3/1/2019	306510	HACH COMPANY	547.12
3/1/2019	306511	WESCO TURF, INC	27,398.37
3/1/2019	306512	DELL MARKETING LP	955.00
3/1/2019	306513	GRAINGER INDUSTRIAL SUPPLY	874.96
3/1/2019	306514	HAPPY HOME SERVICES, INC.	6,870.98
3/1/2019	306515	FPL ENERGY SERVICES	2,301.49
3/1/2019	306516	EXPRESS SERVICES, INC.	341.19
3/1/2019	306517	BLU SITE SOLUTIONS OF, SOUTHWEST FLORIDA INC	380.00
3/1/2019	306518	NEW JERSEY FAMILY SUPPORT, PAYMENT CENTER	366.00

General Disbursements 02/27/19-03/12/19
Warrants 306436-307036

Check Date	Check Number	Vendor Name	Amount
3/1/2019	306519	SHERRY MUNROE	96.00
3/1/2019	306520	KIEWIT INFRASTRUCTURE SOUTH CO	543,490.35
3/1/2019	306521	STANTEC CONSULTING SERVICES, INC.	3,312.50
3/1/2019	306522	C. ALAN ANDERSON ARCHITECT, PA	2,776.16
3/1/2019	306523	EMBARQ FLORIDA DBA, CENTURYLINK	143.49
3/1/2019	306524	LLOYD EASON	8.00
3/1/2019	306525	SWEET SPARKMAN ARCHITECTS, FKA TOTEMS ARCHITECTURE	4,502.96
3/1/2019	306526	SYLVESTER EXCAVATING INC	28,920.00
3/1/2019	306527	KEY SALT & WATER CONDITIONING, INC	232.00
3/1/2019	306528	AMEDITRANS	61,536.25
3/1/2019	306529	PINNACLE BUILDING CORPORATION	995.00
3/1/2019	306530	TETRA TECH INC.	12,086.00
3/1/2019	306531	SUNCOAST ONE TITLE, & CLOSING, INC	245.37
3/1/2019	306532	SUNCOAST ONE TITLE, & CLOSING, INC	108.35
3/1/2019	306533	GERARD S TRICARICO, DBA OUT OF MY HANDS	225.00
3/1/2019	306534	LAKSHMI GURRAM	37.12
3/1/2019	306535	NYS CHILD SUPPORT PROCESSING	250.00
3/1/2019	306536	WALKERS SERVICE INC	173,547.75
3/1/2019	306537	LAW OFFICE OF HARLAN R, DOMBER, PA	15.77
3/1/2019	306538	CAREHERE LLC	148,218.12
3/1/2019	306539	CAREHERE LLC	27,094.00
3/1/2019	306540	FIRST INTERNATIONAL TITLE INC	27.49
3/1/2019	306541	AT YOUR SERVICE CLEANING, GROUP	44,902.90
3/1/2019	306542	HERCULES CLEANING CORPORATION	4,200.00
3/1/2019	306543	FLORIDA TRANSPORT SERVICE, INC	1,316.88
3/1/2019	306544	STEWART TITLE COMPANY	111.32
3/1/2019	306545	THE SAND RAKER, LLC	1,130.00
3/1/2019	306546	ALL FLORIDA FIRE EQUIPMENT CO	730.00
3/1/2019	306547	INTELLIGENT INFRASTRUCTURE, SOLUTIONS LLC	955.00
3/1/2019	306548	HINTERLAND GROUP INC	237,478.30
3/1/2019	306549	JENNIFER WILSON	400.00
3/1/2019	306550	HOMETOWN TITLE & CLOSING SVCS, LLC	108.43
3/1/2019	306551	PHILIP FAIRMAN	2.09
3/1/2019	306552	OHIO CHILD SUPPORT PAYMENT CTR	88.49
3/1/2019	306553	EXPRESS MULCH INC	1,025.00
3/1/2019	306554	GENERAL ELEVATOR SOLUTIONS	1,203.00
3/1/2019	306555	KEN DOHERTY	543.02
3/1/2019	306556	LIRA SOD INC.	10,678.50
3/1/2019	306557	MELVIN MALDONADO	40.00
3/1/2019	306558	COMPUTERS AT WORK, INC., DBA VTECH	87,863.22
3/1/2019	306559	TEAM C SPORTS INC	2,925.00
3/1/2019	306560	SNOWBIRD BASEBALL LLC	10,000.00
3/1/2019	306561	HAWKINS, INC. DBA HAWKINS, WATER TREATMENT GROUP	109.74
3/1/2019	306562	MARILYN MILLER	31.32
3/1/2019	306563	LEESAR INC, LEESAR REGIONAL SERVICE	215.24
3/1/2019	306564	O & L LAW GROUP, PL	236.11

General Disbursements 02/27/19-03/12/19
Warrants 306436-307036

Check Date	Check Number	Vendor Name	Amount
3/1/2019	306565	ERS CONSTRUCTION	1,154.15
3/1/2019	306566	BEN BAILEY	30.00
3/1/2019	306567	BENNETT FIRE PRODUCTS CO INC.	5,900.00
3/1/2019	306568	HEALTH AID COMPANY INC	603.00
3/1/2019	306569	V & H CONSTRUCTION	77,385.60
3/1/2019	306570	SONNY DAYE INC	450.00
3/1/2019	306571	HOME HEALTH CARE RESOURCES, CORP.	1,074.00
3/1/2019	306572	MCKIM & CREED, INC.	3,200.00
3/1/2019	306573	DREAMSEAT LLC	6,589.00
3/1/2019	306574	JENNIFER RODGERS	152.96
3/1/2019	306575	LEISURE CRAFT INC	4,609.75
3/1/2019	306576	LYONS TITLE & TRUST	178.20
3/1/2019	306577	WIDEIKIS, BENEDICT & BERNTSSON	309.78
3/1/2019	306578	SAFETY TRAINING OF FLORIDA INC	4,900.00
3/1/2019	306579	ALABAMA CHILD SUPPORT, PAYMENT CTR (ALCSPC)	261.69
3/1/2019	306580	EDUCATIONAL CREDIT MGMNT CORP, (ECMC)	153.53
3/1/2019	306581	MILORAD PUDJA PLUMBING LLC	700.00
3/1/2019	306582	ARCADIA SHEDS LLC DBA, CROSSROADS SHEDS	700.00
3/1/2019	306583	CRIME SHIELD FIRE & SECURITY	717.50
3/1/2019	306584	CHARLOTTE COUNTY FIREFIGHTERS, PARAMEDICS BENEVOLENT AS	220.00
3/1/2019	306585	BIG ASS HOLDING, LLC DBA, BIG ASS FANS	8,595.72
3/1/2019	306586	COBB SITE DEVELOPMENT INC.	5,329.65
3/1/2019	306587	US DEPT OF EDUCATION, NATIONAL PAYMENT CENTER	202.34
3/1/2019	306588	BARBARA YINGLING	200.00
3/1/2019	306589	ALL COAST TITLE & ESCROW LLC	181.82
3/1/2019	306590	ROBERT MATHEIS	53.24
3/1/2019	306591	STATE OF FL DISBURSEMENT UNIT	512.94
3/1/2019	306592	LEE COUNTY HOUSING DEV CORP	996.20
3/1/2019	306593	LAGROW IRRIGATION & WELL, DRILLING INC.	126,769.23
3/1/2019	306594	JR CLANCY INC	4,336.00
3/1/2019	306595	JOHN FRANKLIN MOWERY	8,975.00
3/1/2019	306596	NEW PARADIGM OF CATHOLIC CHAR	1,200.00
3/1/2019	306597	WILLIAM H. STEVENS	48.04
3/1/2019	306598	GREEN DREAM INTERNATIONAL	2,220.00
3/1/2019	306599	CUMMINS INC., DBA CUMMINS SALES & SERV	12,210.40
3/1/2019	306600	WEX BANK DBA, WRIGHT EXPRESS FSC	703.25
3/1/2019	306601	ELM USA	1,314.95
3/1/2019	306602	ROBERT KNUTSON	44.36
3/1/2019	306603	CARMEN CENNAMO, BARBARA A SMITH PER REP	17.07
3/1/2019	306604	DIANNE S MCBRIDE	22.18
3/1/2019	306605	THOMAS M MCKENNELL	29.96
3/1/2019	306606	ONE STOP TITLE SERVICES LLC	28.49
3/1/2019	306607	JOHN LYNCH	150.00

General Disbursements 02/27/19-03/12/19
Warrants 306436-307036

Check Date	Check Number	Vendor Name	Amount
3/1/2019	306608	JULIAN DE LISLE	55.17
3/1/2019	306609	BMM 41 LLC	800.00
3/1/2019	306610	DR HORTON INC. CONTROLLED DISB	10,888.00
3/1/2019	306611	HAROLD AVENUE REGIONAL PARK	461.25
3/1/2019	306612	MARY L LABOSSIERE	75.00
3/1/2019	306613	MICHAEL DONAHUE	150.00
3/1/2019	306614	RAMON CABRERA	100.00
3/1/2019	306615	ROBERT LOHEED	150.00
3/1/2019	306616	SHORTY GREENLEAF	100.00
3/1/2019	306617	SUE CONANT	70.00
3/1/2019	306618	HEIDI RAMSEY LLC DBA, MERLINS LANDSCAPING	475.00
3/1/2019	306619	LISA D. WENGER, TOTAL TRANSCRIPTION	54.00
3/1/2019	306620	JAMES HIEUKA	76.63
3/1/2019	306621	DHI TITLE OF FLORIDA, INC	15,000.00
3/5/2019	306622	EDISON OIL CO	6,135.77
3/5/2019	306623	J M TODD INC	5,718.51
3/5/2019	306624	DAVIDSON INSULAT & ACOUSTICS	375.00
3/5/2019	306625	LARRY TAYLOR FUNERAL&CREMATION	625.00
3/5/2019	306626	FIRST AMERICAN TITLE INSURANCE, COMPANY	12.73
3/5/2019	306627	MICHAEL KOENIG	25.00
3/5/2019	306628	WESCO TURF, INC	72,193.02
3/5/2019	306629	GRAINGER INDUSTRIAL SUPPLY	1,924.27
3/5/2019	306630	SEAN DOHERTY	192.23
3/5/2019	306631	STANTEC CONSULTING SERVICES, INC.	2,120.00
3/5/2019	306632	PALM ISLES LLC	12.84
3/5/2019	306633	SUNCOAST ONE TITLE, & CLOSING, INC	205.65
3/5/2019	306634	SPIRIT HALLOWEEN SUPERSTORES, LLC	172.25
3/5/2019	306635	CONSTRUCTION DIMENSIONS INC	6,962.00
3/5/2019	306636	GLYNN ADDISON CORPORATION	9,650.00
3/5/2019	306637	HOMETOWN TITLE & CLOSING SVCS, LLC	42.40
3/5/2019	306638	OCEAN PARTNERS REAL ESTATE, CORP	37.18
3/5/2019	306639	ACRO SERVICE CORPORATION	594.80
3/5/2019	306640	HAWKINS, INC. DBA HAWKINS, WATER TREATMENT GROUP	1,343.50
3/5/2019	306641	LEESAR INC, LEESAR REGIONAL SERVICE	5,973.57
3/5/2019	306642	V & H CONSTRUCTION	145,539.00
3/5/2019	306643	SANDCASTLE TITLE SERVICES LLC, ESCROW ACCOUNT	120.48
3/5/2019	306644	A+ ENVIRONMENTAL, RESTORATION, LLC	6,300.00
3/5/2019	306645	WIDEIKIS, BENEDICT & BERNTSSON	179.09
3/5/2019	306646	WIDEIKIS,BENEDICT,BERNTSSONLLC	315.04
3/5/2019	306647	AMERICAS TITLE CORPORATION	113.65
3/5/2019	306648	ELM USA	3,944.85
3/5/2019	306649	JOSEPH OUELLET	30.11
3/5/2019	306650	KIRK PINKERTON PA, ATTORNEY AT LAW	33.76
3/5/2019	306651	KEITH BARRETT-BEE	50.81
3/5/2019	306652	RONALD H BRIMBLE	23.66
3/5/2019	306653	FORECEFIELD HURRICANE	108.03

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Check Date	Check Number	Vendor Name	Amount
3/5/2019	306654	BARBARA L RUSSILLO	66.66
3/5/2019	306655	PETER JAMES FISCHER	17.17
3/5/2019	306656	POOL BOY INC	114.98
3/5/2019	306657	VIKTORIYA KASPEROVICH	120.23
3/5/2019	306658	LOIS FRATINO	50.81
3/5/2019	306659	DAVID KULAS	342.00
3/5/2019	306660	NORMAN SIETESKI	48.00
3/7/2019	306661	ALPHA GENERAL SERVICES INC.	38,400.00
3/7/2019	306662	PROMPT WRECKER SERVICE & SALES, PROMPT TOWING SERVICE	800.00
3/7/2019	306663	SUN COAST MEDIA GROUP INC	90.09
3/7/2019	306664	BLADORN INVESTMENTS INC, MONARCH PRINTING & DESIGN	2,522.00
3/7/2019	306665	BLADORN INVESTMENTS INC, MONARCH PRINTING & DESIGN	994.00
3/7/2019	306666	BLADORN INVESTMENTS INC, MONARCH PRINTING & DESIGN	822.00
3/7/2019	306667	BLADORN INVESTMENTS INC, MONARCH PRINTING & DESIGN	104.00
3/7/2019	306668	DEERE COMPANY	28,107.96
3/7/2019	306669	EWT HOLDINGS III CORP, EVOQUA WATER TECHNOLOGIES	3,676.00
3/7/2019	306670	STAHLMAN-ENGLAND IRRIGATION, INC	300.00
3/7/2019	306671	STAHLMAN-ENGLAND IRRIGATION, INC	80.00
3/7/2019	306672	STRATEGY MARKETING GROUP, INC, DBA PANTHER PRINTING	24.50
3/7/2019	306673	KMK PUBLISHING INC., HAPPENING MAGAZINE	700.00
3/7/2019	306674	COMPLETE PLUMBING, INC., DBA RAY'S PLUMBING	691.40
3/7/2019	306675	COMPLETE PLUMBING, INC., DBA RAY'S PLUMBING	408.64
3/7/2019	306676	COMPLETE PLUMBING, INC., DBA RAY'S PLUMBING	306.48
3/7/2019	306677	COMPLETE PLUMBING, INC., DBA RAY'S PLUMBING	306.48
3/7/2019	306678	COMPLETE PLUMBING, INC., DBA RAY'S PLUMBING	183.61
3/8/2019	306679	AJAX PAVING INDUSTRIES OF, FLORIDA, LLC	307.52
3/8/2019	306680	DAVID M. JONES JR & ASSOC INC	350.00
3/8/2019	306681	DMK ASSOCIATES, INC.	6,000.00
3/8/2019	306682	FL TRANSPORTATION ENGINEERING	522.00
3/8/2019	306683	FT MYERS TIME RECORDER CO, INC	120.00
3/8/2019	306684	J M TODD INC	VOID
3/8/2019	306685	J M TODD INC	VOID
3/8/2019	306686	J M TODD INC	12,576.92
3/8/2019	306687	MALONEY'S SOD INC	7,359.00
3/8/2019	306688	MARINE CONTRACTING GROUP	41,550.75
3/8/2019	306689	TITAN ATLANTIC CEMENT IND DBA, TITAN FLORIDA LLC	16,478.79
3/8/2019	306690	PETROLEUM TRADERS CORP	18,268.13
3/8/2019	306691	TEN-8 FIRE EQUIPMENT INC	17,094.05
3/8/2019	306692	WHARTON-SMITH INC	531,467.57

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Check Date	Check Number	Vendor Name	Amount
3/8/2019	306693	CHARLOTTE COUNTY CLERK OF, THE CIRCUIT COURT	7,084.50
3/8/2019	306694	CHARLOTTE COUNTY CLERK OF, THE CIRCUIT COURT	4,616.22
3/8/2019	306695	CHARLOTTE COUNTY BAR ASSOC	75.00
3/8/2019	306696	CHARLOTTE HARBOR ENVIRONMENTAL, CENTER	60.00
3/8/2019	306697	FLORIDA POWER & LIGHT CO	119,483.19
3/8/2019	306698	FLORIDA POWER & LIGHT CO	500.00
3/8/2019	306699	GRAYBAR ELECTRIC	6,964.84
3/8/2019	306700	GUARDIAN REPORTING INC.	1,377.50
3/8/2019	306701	JOHNSON ENGINEERING	7,345.00
3/8/2019	306702	LEE COUNTY ELECTRIC CO-OP	4,260.64
3/8/2019	306703	PUBLIX SUPER MARKETS, INC	993.97
3/8/2019	306704	THE ANIMAL WELFARE LEAGUE, OF CHARLOTTE COUNTY INC	22,191.01
3/8/2019	306705	U.S. POSTMASTER	3,971.10
3/8/2019	306706	TRANSAMERICA LIFE INSURANCE CO	395.40
3/8/2019	306707	CHARLOTTE COUNTY, CLERK OF CIRCUIT COURT	98,490.00
3/8/2019	306708	CHARLOTTE COUNTY, CLERK OF CIRCUIT COURT	93,170.00
3/8/2019	306709	CHARLOTTE COUNTY, CLERK OF CIRCUIT COURT	25,080.00
3/8/2019	306710	CHARLOTTE COUNTY, CLERK OF CIRCUIT COURT	8,395.00
3/8/2019	306711	CHARLOTTE COUNTY, CLERK OF CIRCUIT COURT	3,570.00
3/8/2019	306712	ATHENS TECHNICAL SPECIALISTS	8,970.00
3/8/2019	306713	ODYSSEY MANUFACTURING CO	726.44
3/8/2019	306714	CITY OF PUNTA GORDA	61.25
3/8/2019	306715	AAA SCHWARTZ ROOFING, INC	6,600.00
3/8/2019	306716	CIGNA HEALTHCARE	175,899.56
3/8/2019	306717	CIGNA HEALTHCARE	4,375.77
3/8/2019	306718	WASTE MANAGEMENT	948,364.13
3/8/2019	306719	JAMES LAYPORT	42.00
3/8/2019	306720	SHRED-IT USA JV LLC, SHRED-IT USA LLC	129.93
3/8/2019	306721	MEDICARE PART B	384.90
3/8/2019	306722	MEDICARE PART B	347.91
3/8/2019	306723	MEDICARE PART B	346.20
3/8/2019	306724	UNITED HEALTHCARE INS. COM.	568.39
3/8/2019	306725	UNITED HEALTHCARE INS. COM.	436.47
3/8/2019	306726	UNITED HEALTHCARE INS. COM.	19.42
3/8/2019	306727	BAYSHORE CONCRETE & LANDSCAPE, MATERIALS	2,109.00
3/8/2019	306728	THOMAS MACCHIA	63.59
3/8/2019	306729	ISCO INDUSTRIES LLC	1,604.76
3/8/2019	306730	COLONIAL LIFE & ACCIDENT INS	264.22
3/8/2019	306731	DAKTRONICS, INC	48,617.00
3/8/2019	306732	BOSTON MUTUAL LIFE INSURANCE	386.76
3/8/2019	306733	CW'S QUALITY ROOFING INC	8,200.00
3/8/2019	306734	FPL ASSIST	6,004.28

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Check Date	Check Number	Vendor Name	Amount
3/8/2019	306735	S.O.S. SEPTIC INC.	360.00
3/8/2019	306736	RICOH USA INC	152.11
3/8/2019	306737	RINKER MATERIALS	29,046.59
3/8/2019	306738	UNITED RENTALS, INC	6,205.00
3/8/2019	306739	CHARLOTTE COUNTY GENERATORS, LLC	860.00
3/8/2019	306740	PARKS CONTRACTING SERVICE, INC, DBA: ENGLEWOOD ENVIRONM	7,000.00
3/8/2019	306741	HERC RENTALS INC	2,247.30
3/8/2019	306742	SANDERS LABORATORIES INC	668.80
3/8/2019	306743	ELECTION SYSTEMS & SOFTWARE	6,800.00
3/8/2019	306744	SOUTHWEST FLORIDA LIBRARY, NETWORK	6.35
3/8/2019	306745	AMERICAN PUBLIC WORKS ASSOC	3,169.00
3/8/2019	306746	POSTMASTER	65,000.00
3/8/2019	306747	DUNBAR ARMORED INC	343.97
3/8/2019	306748	CDW LLC, DBA CDW GOVERNMENT, CDWG,	1,350.03
3/8/2019	306749	ARDAMAN & ASSOCIATES INC	1,350.00
3/8/2019	306750	BILL'S BOTTLED WATER SVC INC	384.25
3/8/2019	306751	HACH COMPANY	703.46
3/8/2019	306752	FERGUSON ENTERPRISES INC #3326, DBA POLLARDWATER	4,425.00
3/8/2019	306753	FISHER SCIENTIFIC CO	657.42
3/8/2019	306754	FISHER SCIENTIFIC CO	1,019.55
3/8/2019	306755	GRAINGER INDUSTRIAL SUPPLY	32.81
3/8/2019	306756	FRANK MUSCATO	113.17
3/8/2019	306757	EXPRESS SERVICES, INC.	247.07
3/8/2019	306758	VERIZON WIRELESS SVC LLC, DBA VERIZON WIRELESS	126.71
3/8/2019	306759	CONSTITUTION LIFE INS CO	88.75
3/8/2019	306760	BUENA VISTA PROPERTY OWNERS, ASSOCIATION	100.00
3/8/2019	306761	HORIZON B/C B/S OF NEW JERSEY	70.17
3/8/2019	306762	JONES EDMUNDS & ASSOCIATES	6,771.25
3/8/2019	306763	FIRST CHARLOTTE AIR CONDITION-, ING & REFRIGERATION	95.00
3/8/2019	306764	CIGNA GROUP INSURANCE	35,567.50
3/8/2019	306765	WILDLIFE FOUNDATION OF FLORIDA	10,000.00
3/8/2019	306766	STANTEC CONSULTING SERVICES, INC.	4,419.00
3/8/2019	306767	PALM PRINTING STRATEGIC, SOLUTIONS, LLC	53.44
3/8/2019	306768	OLSON PAINTING OF CHARLOTTE, COUNTY, INC.	13,334.61
3/8/2019	306769	RUTA VARDYS	88.75
3/8/2019	306770	ANSWERFIRST COMMUNICATION INC	148.17
3/8/2019	306771	PINNACLE BUILDING CORPORATION	1,830.00
3/8/2019	306772	WELLCARE OF FLORIDA INC	84.18
3/8/2019	306773	WELLCARE OF FLORIDA INC	10.76
3/8/2019	306774	LAKSHMI GURRAM	7.19
3/8/2019	306775	LAKSHMI GURRAM	6.96
3/8/2019	306776	LIFE INSURANCE COMPANY OF, NORTH AMERICA	30,947.74

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Check Date	Check Number	Vendor Name	Amount
3/8/2019	306777	D & L REMOVAL AND TRANSPORT, INC	2,050.00
3/8/2019	306778	MEDICARE SECONDARY PAYER	341.55
3/8/2019	306779	MEDICARE SECONDARY PAYER	327.58
3/8/2019	306780	MEDICARE SECONDARY PAYER	312.56
3/8/2019	306781	MEDICARE SECONDARY PAYER	210.58
3/8/2019	306782	THE PITNEY BOWES BANK INC, RESERVE ACCOUNT	500.00
3/8/2019	306783	CINTAS CORPORATION NO2 DBA, CINTAS FIRE PROTECTION	223.18
3/8/2019	306784	STAPLES BUSINESS ADVANTAGE	210.72
3/8/2019	306785	CENSTATE CONTRACTORS, INC	95,599.42
3/8/2019	306786	FLORIDA TRANSPORT SERVICE, INC	1,295.28
3/8/2019	306787	CONSTRUCTION DIMENSIONS INC	1,435.00
3/8/2019	306788	US ARMY CORPS OF ENGINEERS, JACKSONVILLE DISTRICT	10.00
3/8/2019	306789	GIBSON SEPTIC TANK SERVICE	590.00
3/8/2019	306790	GLYNN ADDISON CORPORATION	11,586.00
3/8/2019	306791	MUELLER SYSTEMS, LLC	2,535.90
3/8/2019	306792	AETNA LIFE INSURANCE CO.	386.10
3/8/2019	306793	AETNA LIFE INSURANCE CO.	300.21
3/8/2019	306794	UNITED OF OMAHA LIFE, INSURANCE COMPANY	88.31
3/8/2019	306795	ALL FLORIDA FIRE EQUIPMENT CO	770.00
3/8/2019	306796	INTELLIGENT INFRASTRUCTURE, SOLUTIONS LLC	2,600.00
3/8/2019	306797	HINTERLAND GROUP INC	51,264.65
3/8/2019	306798	FLORIDA MAIL & PRINT, SOLUTIONS INC	416.25
3/8/2019	306799	LIFESECURE INSURANCE COMPANY	459.46
3/8/2019	306800	LIRA SOD INC.	9,375.45
3/8/2019	306801	RIVERSIDE APPRAISAL SERVICES	3,600.00
3/8/2019	306802	KENNEDY ELECTRIC OF PUNTA, GORDA, INC.	3,043.04
3/8/2019	306803	COMPUTERS AT WORK, INC., DBA VTECH	6,902.28
3/8/2019	306804	GATEWAY SERVICES USA LLC, DBA PET ANGEL MEMORIAL	210.00
3/8/2019	306805	COMPLETE PLUMBING, INC., DBA RAY'S PLUMBING	2,148.80
3/8/2019	306806	ACRO SERVICE CORPORATION	2,372.04
3/8/2019	306807	FLORIDA BLUE, DEPT. 1213	355.82
3/8/2019	306808	BRIAN RICHARDSON	25.00
3/8/2019	306809	HAWKINS, INC. DBA HAWKINS, WATER TREATMENT GROUP	1,693.56
3/8/2019	306810	NAT'L ASSOC FOR COURT MGMT/, NACM	135.00
3/8/2019	306811	LEESAR INC, LEESAR REGIONAL SERVICE	8,425.78
3/8/2019	306812	ERS CONSTRUCTION	9,777.59
3/8/2019	306813	PRESTIGE HEALTH CHOICE	10.02
3/8/2019	306814	PRESTIGE HEALTH CHOICE	8.55
3/8/2019	306815	MILLENNIUM HOME CARE LLC	10,750.00
3/8/2019	306816	AUTO CLUB SOUTH INSURANCE CO	546.40
3/8/2019	306817	SUNSHINE STATE HEALTH PLAN	92.43
3/8/2019	306818	SUNSHINE STATE HEALTH PLAN	92.29

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Check Date	Check Number	Vendor Name	Amount
3/8/2019	306819	SUNSHINE STATE HEALTH PLAN	91.99
3/8/2019	306820	SUNSHINE STATE HEALTH PLAN	91.84
3/8/2019	306821	SUNSHINE STATE HEALTH PLAN	91.84
3/8/2019	306822	SUNSHINE STATE HEALTH PLAN	91.84
3/8/2019	306823	SUNSHINE STATE HEALTH PLAN	91.70
3/8/2019	306824	SUNSHINE STATE HEALTH PLAN	91.55
3/8/2019	306825	SUNSHINE STATE HEALTH PLAN	88.45
3/8/2019	306826	SUNSHINE STATE HEALTH PLAN	87.13
3/8/2019	306827	SUNSHINE STATE HEALTH PLAN	86.54
3/8/2019	306828	SUNSHINE STATE HEALTH PLAN	84.77
3/8/2019	306829	SUNSHINE STATE HEALTH PLAN	84.18
3/8/2019	306830	SUNSHINE STATE HEALTH PLAN	83.57
3/8/2019	306831	SUNSHINE STATE HEALTH PLAN	82.65
3/8/2019	306832	SUNSHINE STATE HEALTH PLAN	80.82
3/8/2019	306833	SUNSHINE STATE HEALTH PLAN	79.08
3/8/2019	306834	SUNSHINE STATE HEALTH PLAN	75.01
3/8/2019	306835	SUNSHINE STATE HEALTH PLAN	71.77
3/8/2019	306836	SUNSHINE STATE HEALTH PLAN	71.00
3/8/2019	306837	SUNSHINE STATE HEALTH PLAN	68.06
3/8/2019	306838	GRAY ROBINSON P.A.	5,000.00
3/8/2019	306839	CALTRAN ENGINEERING GROUP	37,061.13
3/8/2019	306840	FARROW & PULICE PA	563.00
3/8/2019	306841	SECURT HOLDING DBA:, CIA ACCESS	904.68
3/8/2019	306842	MONIER CONSTRUCTION LLC	1,450.00
3/8/2019	306843	MONIER CONSTRUCTION LLC	400.00
3/8/2019	306844	INNOVATIVE METAL WORKS LLC	2,200.00
3/8/2019	306845	M&M SERVICEZ INC	360.00
3/8/2019	306846	WELLMED NETWORK OF FL, INC.	99.99
3/8/2019	306847	WEST SAFETY SERVICES INC	250.00
3/8/2019	306848	EDWARD JONES TRUST CO, PASQUALE ANTONUCCI TRUST	86.37
3/8/2019	306849	AFLAC GROUP INSURANCE	11,306.88
3/8/2019	306850	MOLINA HEALTHCARE OF FLORIDA	100.10
3/8/2019	306851	T2 SYSTEMS, INC.	780.00
3/8/2019	306852	GRACE M. ALESSANDRO	181.46
3/8/2019	306853	WELLMED MEDICAL MANAGEMENT, ATTN:CLAIMS RECOVERY UNIT	214.03
3/8/2019	306854	STERLING HOUSE WASH	350.00
3/8/2019	306855	MID FLORIDA COMMERCIAL SVCS	480.65
3/8/2019	306856	LEANN BECKWITH	38.40
3/8/2019	306857	TRANSUNION RISK AND ALTERNATE, DATA SOLUTIONS INC	100.00
3/8/2019	306858	CYNTHIA SCOTT TRAEGER	52.25
3/8/2019	306859	LKRT LLC DBA, WASHINGTON LOOP MINE	6,458.57
3/8/2019	306860	THORN RUN PARTNERS LLC	7,000.00
3/8/2019	306861	LAPIN SEPTIC TANK SERVICE INC, DBA LAPIN SERVICES	1,083.00
3/8/2019	306862	SBA TOWERS IX, LLC	2,750.00
3/8/2019	306863	CROWNE CONSULTING GROUP INC	32,407.00
3/8/2019	306864	CORRECTIONAL RISK SERVICES INC	24,955.50

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3/8/2019	306865	MAGELLAN COMPLETE, CARE FLORIDA	86.98
3/8/2019	306866	WALTER A. TAYLOR, CLAUDETTE J. TAYLOR	93.61
3/8/2019	306867	CROWN CASTLE INTL CORP	2,796.00
3/8/2019	306868	EMBLEM HEALTH	252.58
3/8/2019	306869	THE RAWLINGS COMPANY	69.70
3/8/2019	306870	THE RAWLINGS COMPANY	66.85
3/8/2019	306871	LINDA L. BARTUNEK BY, PAMELA JOINER, GUARDIAN	88.31
3/8/2019	306872	FAYE B. FEGAN, ROBERT W. FEGAN	102.02
3/8/2019	306873	GREEN DREAM INTERNATIONAL	4,389.95
3/8/2019	306874	CUMMINS INC., DBA CUMMINS SALES & SERV	1,332.00
3/8/2019	306875	UNITED HEALTHCARE	432.32
3/8/2019	306876	UNITED HEALTHCARE	431.59
3/8/2019	306877	UNITED HEALTHCARE	166.60
3/8/2019	306878	UNITED HEALTHCARE	34.00
3/8/2019	306879	NINA MARTIN DBA, INNER MOUNTAINOUTFITTERS	4,950.00
3/8/2019	306880	PARKSON CORPORATION	536.02
3/8/2019	306881	GARRISON & SLOAN INC	2,137.50
3/8/2019	306882	TYRUS RAYMOND FLOWERS, DBA TY FLOWERS	350.00
3/8/2019	306883	MARY LOU WILLIAMS	200.00
3/8/2019	306884	MATTHEW WEBB	32.00
3/8/2019	306885	HARRIS, BOZICH, BOZICH, DBA FAMILY PRIDE ROOFING	10,540.00
3/8/2019	306886	ANDES COASTAL GROUP LLC, DBA NUTTY SCIENTISTS SWFL	250.00
3/8/2019	306887	DANIEL PATRICK BENNETT	550.00
3/8/2019	306888	MERRILL LYNCH	88.45
3/8/2019	306889	PRIORITY HEALTH MNGD BENEFITS, ATTN: REFUNDS	269.64
3/8/2019	306890	RESCUEME MASSAGE, LLC	50.00
3/8/2019	306891	DEPT. OF VETERANS AFFAIRS	671.00
3/8/2019	306892	MEDICA INSURANCE COMPANY	590.00
3/8/2019	306893	MARY LOU BAGLEY	92.58
3/8/2019	306894	PHILLIP TOTTEN	90.37
3/8/2019	306895	EQUIAN	223.18
3/8/2019	306896	AMANDA SHETLER	85.60
3/8/2019	306897	ROBERT BARRETT	64.20
3/8/2019	306898	SHAYNA SHELLY	100.00
3/12/2019	306899	SANDRA K ADOMATIS, DBA ADOMATIS APPRAISAL	600.00
3/12/2019	306900	AIR MECHANICAL & SERVICE CORP	2,384.58
3/12/2019	306901	AJAX PAVING INDUSTRIES OF, FLORIDA, LLC	439.58
3/12/2019	306902	FL DEPT OF HEALTH IN CHARLOTTE, COUNTY	480.00
3/12/2019	306903	DMK ASSOCIATES, INC.	1,498.75
3/12/2019	306904	EDISON OIL CO	1,179.52
3/12/2019	306905	FLEISCHMAN GARCIA ARCHITECTS, PLANNING INTERIOR DESIGN	4,218.75

General Disbursements 02/27/19-03/12/19
Warrants 306436-307036

Check Date	Check Number	Vendor Name	Amount
3/12/2019	306906	J M TODD INC	4,769.19
3/12/2019	306907	MALONEY'S SOD INC	10,140.90
3/12/2019	306908	PETROLEUM TRADERS CORP	56,070.24
3/12/2019	306909	SOUTHERN OXYGEN & WELDING, SUPPLY	6.72
3/12/2019	306910	G4S SECURE SOLUTIONS (USA) INC	3,232.22
3/12/2019	306911	BRIGHTVIEW LANDSCAPE SERVICES	10,225.00
3/12/2019	306912	WHARTON-SMITH INC	89,888.25
3/12/2019	306913	WILLIS A SMITH CONSTRUCTION	371,547.57
3/12/2019	306914	AT&T	35.20
3/12/2019	306915	BANK OF AMERICA NA	1,819.81
3/12/2019	306916	CHARLOTTE COUNTY CLERK OF, THE CIRCUIT COURT	20.06
3/12/2019	306917	BOCILLA UTILITIES INC.	205.82
3/12/2019	306918	CHARLOTTE COUNTY PUBLIC SCHOOL	5,259.17
3/12/2019	306919	CHARLOTTE COUNTY SHERIFF'S OFC	627,341.00
3/12/2019	306920	CHARLOTTE COUNTY SHERIFF'S OFC	214,324.00
3/12/2019	306921	CHARLOTTE COUNTY SHERIFF'S OFC	62,638.00
3/12/2019	306922	EL JOBEAN WATER ASSOCIATION	128.41
3/12/2019	306923	FLORIDA LEAGUE OF CITIES INC.	1,050.00
3/12/2019	306924	GRAYBAR ELECTRIC	135.41
3/12/2019	306925	HOME DEPOT CREDIT SERVICES	54.34
3/12/2019	306926	JOHNSON ENGINEERING	5,981.90
3/12/2019	306927	THE BANK OF NEW YORK MELLON, TRUST COMPANY NA	750.00
3/12/2019	306928	THE BANK OF NEW YORK MELLON, TRUST COMPANY NA	750.00
3/12/2019	306929	TOWNSEND GLASS LLC	995.00
3/12/2019	306930	VICKIE L. POTTS	3,560.64
3/12/2019	306931	VICKIE L. POTTS	1,047.04
3/12/2019	306932	TRANSAMERICA LIFE INSURANCE CO	91.92
3/12/2019	306933	CHARLOTTE COUNTY, CLERK OF CIRCUIT COURT	1,138,098.00
3/12/2019	306934	CHARLOTTE COUNTY, CLERK OF CIRCUIT COURT	916,615.00
3/12/2019	306935	CHARLOTTE COUNTY, CLERK OF CIRCUIT COURT	70,670.00
3/12/2019	306936	APWA FLORIDA CHAPTER	229.00
3/12/2019	306937	APWA FLORIDA CHAPTER	229.00
3/12/2019	306938	ODYSSEY MANUFACTURING CO	3,912.48
3/12/2019	306939	CIVIL AIR PATROL	1,954.80
3/12/2019	306940	RICOH USA INC	312.88
3/12/2019	306941	CHARLOTTE COUNTY GENERATORS, LLC	599.41
3/12/2019	306942	HERC RENTALS INC	2,536.24
3/12/2019	306943	SANDERS LABORATORIES INC	1,898.60
3/12/2019	306944	WILLIAMS SCOTSMAN GROUP INC	1,193.54
3/12/2019	306945	SOUTHWEST FLORIDA LIBRARY, NETWORK	363.50
3/12/2019	306946	PALMDALE OIL CO INC, DBA LAKE OIL CO	39,650.32
3/12/2019	306947	HACH COMPANY	525.00
3/12/2019	306948	FERGUSON ENTERPRISES INC #3326, DBA POLLARDWATER	3,100.00

General Disbursements 02/27/19-03/12/19
Warrants 306436-307036

Check Date	Check Number	Vendor Name	Amount
3/12/2019	306949	GRAINGER INDUSTRIAL SUPPLY	235.36
3/12/2019	306950	SITEONE LANDSCAPE SUPPLY	6,600.00
3/12/2019	306951	SITEONE LANDSCAPE SUPPLY	57.23
3/12/2019	306952	VERIZON WIRELESS SVC LLC, DBA VERIZON WIRELESS	518.86
3/12/2019	306953	JONES EDMUNDS & ASSOCIATES	1,761.25
3/12/2019	306954	HARVARD JOLLY, INC	7,459.56
3/12/2019	306955	MR. FRONT END, INC	11,983.73
3/12/2019	306956	QUALITY LOGO PRODUCTS, INC.	748.72
3/12/2019	306957	SYLVESTER EXCAVATING INC	18,600.00
3/12/2019	306958	USA SERVICES OF FLORIDA, INC.	10,413.00
3/12/2019	306959	EMBARQ PAYPHONE SERVICES INC, DBA CENTURYLINK	50.00
3/12/2019	306960	EMBARQ PAYPHONE SERVICES INC, DBA CENTURYLINK	50.00
3/12/2019	306961	PRICELESS INKJET CARTRIDGE CO	132.14
3/12/2019	306962	TRIP ADVISOR, LLC	4,559.25
3/12/2019	306963	AQUA MARKETING & COMMUNICATION, INC	20,833.33
3/12/2019	306964	INTELLIGENT INFRASTRUCTURE, SOLUTIONS LLC	1,728.72
3/12/2019	306965	KRONOS, INC	255.04
3/12/2019	306966	ATA FISHVILLE FL LLC	686.55
3/12/2019	306967	FACTOR SYSTEMS, INC., DBA BILLTRUST	168.59
3/12/2019	306968	KENNEDY ELECTRIC OF PUNTA, GORDA, INC.	9,365.65
3/12/2019	306969	HAWKINS, INC. DBA HAWKINS, WATER TREATMENT GROUP	58.50
3/12/2019	306970	ERS CONSTRUCTION	672.00
3/12/2019	306971	MCKESSON MEDICAL SURGICAL INC	911.02
3/12/2019	306972	LINKO TECHNOLOGY INC.	2,185.00
3/12/2019	306973	GLOBAL COURIER SERVICES INC	2,736.00
3/12/2019	306974	V & H CONSTRUCTION	33,356.25
3/12/2019	306975	WORLD FUEL SERVICES, INC.	880.76
3/12/2019	306976	AVI INTEGRATORS INC, DBA SECURITY 101	682.50
3/12/2019	306977	DRUCKEREI RAISH GMBH + CO KG	3,398.28
3/12/2019	306978	MICHELLE THIBEAULT	500.00
3/12/2019	306979	AFFORDABLE PALM SERVICE INC	15,093.00
3/12/2019	306980	CRIME SHIELD FIRE & SECURITY	446.88
3/12/2019	306981	R2J CHEMICAL SERVICES INC	1,000.00
3/12/2019	306982	INTERSPEC LLC	5,775.00
3/12/2019	306983	REXEL USA INC	33,600.00
3/12/2019	306984	VITAL RECORDS HOLDINGS LLC DBA, VITAL RECORDS CONTROL/V	251.16
3/12/2019	306985	DOWNS & ST GERMAIN RESEARCH, INC	11,750.00
3/12/2019	306986	ASHLEY TURNER	63.16
3/12/2019	306987	CORRECTIONAL RISK SERVICES INC	3,226.76
3/12/2019	306988	ROBERT J MANNINO	875.00
3/12/2019	306989	MURPHY'S JOB SITE CLEAN-UP INC	250.00
3/12/2019	306990	CUMMINS INC., DBA CUMMINS SALES & SERV	3,452.00

General Disbursements 02/27/19-03/12/19
Warrants 306436-307036

Check Date	Check Number	Vendor Name	Amount
3/12/2019	306991	JEAN R. RENAUD	91.26
3/12/2019	306992	THOMAS G. MARCINIAK, PAMELA R. MARCINIAK	130.20
3/12/2019	306993	GERALD H. AUPPERLE, ALICE ST. JOHN AUPPERLE	88.16
3/12/2019	306994	ROBIN L. CLIXBY, JANICE S. JAYNES	91.99
3/12/2019	306995	PATRICIA D. MULHOLLAND	89.34
3/12/2019	306996	JAMES O. SIMPSON, SALLY R. SIMPSON	93.47
3/12/2019	306997	JOHN ALAN DEFINE OR, MARY JANET DEFINE	96.12
3/12/2019	306998	DANIEL J. ALVES TTEE	94.94
3/12/2019	306999	SHIRLEY L. PULSIFIER, POD T. TODD	673.00
3/12/2019	307000	JAMES L. PRATT OR, SANDRA M. PRATT	87.87
3/12/2019	307001	FREDERICK DAIGLE	88.31
3/12/2019	307002	ALBERT G. SUTKAITIS	102.75
3/12/2019	307003	RUTH A. SMITH, GEORGE T. SMITH, III POA	91.84
3/12/2019	307004	TEDDY N. NELSON, MARY A. NELSON	145.47
3/12/2019	307005	GERHARD KLANN	87.57
3/12/2019	307006	RANDELL W. SCHIEFFER, RUTH A. SCHIEFER	97.45
3/12/2019	307007	ELIZABETH T. HAWKSHAW, POA JEAN E. LUPTON	176.17
3/12/2019	307008	MARTIN L. PFINSGRAFF	88.16
3/12/2019	307009	MURIEL A. PFEIFFER	85.65
3/12/2019	307010	SALVATORE BORDIERI CO, ELEANOR BORDIERI CO	43.49
3/12/2019	307011	DOROTHY R. MCIVERS, PETER T. MCIVERS, SR.	81.36
3/12/2019	307012	DOUGLAS L. BOYER	670.16
3/12/2019	307013	ARTHUR J. PEARL	88.16
3/12/2019	307014	HENRY MARTINEZ	115.28
3/12/2019	307015	ROBERT F. COURTEMANCHE, PATRICIA . COURTEMANCHE	78.11
3/12/2019	307016	JILL KLANN	87.87
3/12/2019	307017	NANNETTE A. CAMPBELL, WILLIAM K. CAMPBELL	83.49
3/12/2019	307018	DOUGLAS BOYER	91.99
3/12/2019	307019	DOLORES BELCASTRO, ROBERT S. BELCASTRO	25.00
3/12/2019	307020	KENNETH E. YOUNG	98.00
3/12/2019	307021	PATRICIA J. WILBUR, TODD BREAU	98.00
3/12/2019	307022	GODINICIA MILLER	25.00
3/12/2019	307023	JAMES J. O'CONNOR, JOAN FAULKNER POD	15.23
3/12/2019	307024	ROBERT F. FREEMAN OR, VIOLA FREEMAN	76.34
3/12/2019	307025	HERMINIA F. PETERSON	120.00
3/12/2019	307026	ANN M. OLMSTEAD, SCOTT OLMSTEAD	100.00
3/12/2019	307027	JOANN H. TAYLOR	77.08
3/12/2019	307028	KYLE T. PARKER, KIMBERLY PARKER	135.00
3/12/2019	307029	IVOR J. PERCENT	178.53
3/12/2019	307030	BEVERLY A. HUCKINS TRUST	101.48
3/12/2019	307031	BEVERLY HARRAR	90.08

General Disbursements 02/27/19-03/12/19
Warrants 306436-307036

Check Date	Check Number	Vendor Name	Amount
3/12/2019	307032	WILFRED R. CARLSON, JEANNINE J. CARLSON	100.98
3/12/2019	307033	MANASOTA FLOORING INC	4,970.45
3/12/2019	307034	MARILYN HILTZ	20.00
3/12/2019	307035	THADDEUS SPIKES JR	72.00
3/12/2019	307036	STEVE & RAE ANN FECTEAU	2,232.34
		TOTAL	**$9,544,034.39**

Charlotte County Board Of County Commissioners
Agenda Item Summary

Item Number: B - 1.

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1 DEPARTMENT MAKING REQUEST

Minutes Division

2 MEETING DATE

3/26/2019

3 REQUESTED MOTION/ACTION

Approve the following Minutes:
February 26, 2019 BCC Regular and Land Use Meeting
March 7, 2019 BCC Pre-Agenda

4 AGENDA

5 IS THIS ITEM BUDGETED (IF APPLICABLE) -

Budget Action
No action needed.

Financial Impact Summary Statement

Detailed Analysis Attached -

Budget Officer-

6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)

ATTACHMENTS:

File Name	Description	Upload Date	Type
February_26__2019_BCC_Regular_and_Land_Use_Meeting.pdf	February 26, 2019 BCC Regular & Land Use Meeting	3/14/2019	Backup Material
March_7__2019_BCC_Pre-Agenda.pdf	March 7, 2019 BCC Pre-Agenda	3/14/2019	Backup Material

BOARD OF COUNTY COMMISSIONERS

FEBRUARY 26, 2019

A Regular and Land Use Meeting was held at the Murdock Administration Complex in Commission Chambers; Room 119, Port Charlotte, Florida.

The following members were present: Chair Doherty, Commissioner Constance, Commissioner Deutsch, Commissioner Tiseo, and Commissioner Truex. Also in Attendance were: County Administrator Sandrock, County Attorney Knowlton, Internal Audit Director Revallo, and Minutes Clerk Cash. The following members were absent: None

The Meeting was called to order at 9:00 am

The Invocation was given by Pastor Cliff Washburn, Deep Creek Community Church, followed by the Pledge of Allegiance.

Changes to the Agenda

Addition #1: Awards Employee of the Month - Ronelle Moore
Requested by: County Administration

Addition #2: R-3 Approve Resolution authorizing the Chairman to Execute "Certification of Local Government Approval for Nonprofit Organizations" forms when requested by a local nonprofit.
Requested by: County Attorney

Addition #3: R-4 Discussion and direction on the Economic Development Director interview process.
Requested by: Commission Office

Change #1: R-2 Added attachments
Requested by: Commission Office

Deletion #1: P-1 Approve Resolution and budget adjustment BA19-020, in the amount of $872,000 increasing the FY19 adopted budget for new CIP project "Hillsborough Potable Water Transmission System."
Requested by: Commission Office

Commissioner Constance conveyed a typographical error in Addition #1.

COMMISSIONER CONSTANCE MOVED TO APPROVE CHANGES TO THE AGENDA, SECONDED BY COMMISSIONER TISEO

MOTION CARRIED 5:0.

Proclamations - Commissioner Bill Truex

COMMISSIONER TRUEX MOVED TO APPROVE THE PROCLAMATIONS, SECONDED BY COMMISSIONER CONSTANCE

MOTION CARRIED 5:0.

American Legion Post #110 Centennial Celebration

Commissioner Deutsch and Dave Wilson accepted the Proclamation.

Fit for Life Senior Games 2019

Marc Solomon accepted the Proclamation.

Flood Awareness Week

Claire Jubb, Ben Bailey, and Josh Overmyer accepted the Proclamation.

Zonta Yellow Rose Day

Linda Wilson, Phil Wilson, Judi Wilson, and Dave Wilson accepted the Proclamation.

Employee Recognition

(Addition #1) Awards Employee of the Month - Ronelle Moore

Shawn Horton, Code Compliance Manager gave a brief overview of Ms. Moore's professionalism, citizen accolades, and presented the Award.

Award Presentations

1. Medal of Valor Award

Chief Bill Van Helden, Public Safety Director gave a brief overview of the Medal of Valor Award for life saving heroic efforts and presented Awards.

Medal of Valor: Lieutenant Amy Judy, Firefighter/Paramedic Nicholas Miller, Lieutenant John Kelly, and Battalion Chief Michael Clements.

CITIZEN INPUT - AGENDA ITEMS ONLY

Bill Dryburgh spoke to Impact Fees.

COMMITTEE VACANCIES

Charlotte County is seeking volunteers to serve on the following Committees:

The following **MSBU/TU Advisory Boards** are seeking volunteers who must be both a property owner within and reside within the Unit. Submit applications to Public Works Department, 7000 Florida Street, Punta Gorda, FL 33950; call 941.575.3600 or e-mail MSBU-TU@CharlotteCountyFL.gov.

• **Boca Grande Street & Drainage Unit** is seeking two members to fill vacant unexpired terms through October 31, 2020 and October 31, 2021.

• **Charlotte Ranchettes Unit** is seeking one member to fill a vacant unexpired term through October 31, 2021.

• **Greater Port Charlotte Street & Drainage Unit** is seeking two members to fill vacant unexpired terms through October 31, 2019 and October 31, 2021.

• **Grove City Street & Drainage Unit** is seeking one member to fill a vacant unexpired term through October 31, 2020.

• **Harbour Heights Waterway Unit** is seeking one member to fill a vacant unexpired term through October 31, 2019.

• **Mid-Charlotte Stormwater Utility Unit** is seeking two members to fill vacant unexpired terms through October 31, 2019 and October 31, 2020.

• **Northwest Port Charlotte Waterway Unit** is seeking two members to fill vacant unexpired terms through October 31, 2020 and October 31, 2021.

• **Rotonda Sands North Street & Drainage Unit** is seeking one member to fill a vacant unexpired term through October 31, 2021.

Charlotte Harbor Community Redevelopment Agency Advisory Committee is seeking one volunteer who must be a resident of Charlotte County to fill an at-large position. To obtain an application, please contact Lisa Eby at 941.743.1300 or email Lisa.Eby@CharlotteCountyFL.gov.

REPORTS RECEIVED AND FILED - None

CONSENT AGENDA

COMMISSIONER CONSTANCE MOVED TO APPROVE THE CONSENT AGENDA, SECONDED BY COMMISSIONER TRUEX

MOTION CARRIED 5:0.

COMMISSIONER TISEO MOVED TO RECONSIDER CONSENT AGENDA ITEMS I-1 THROUGH I-3 FOR THE SOLE PURPOSE OF ALLOWING HIM TO ABSTAIN, SECONDED BY CHAIR DOHERTY

MOTION CARRIED 5:0.

Clerk of the Circuit Court

A. Comptroller Division

1. Finance

RECOMMENDED ACTION: Approve the Clerk's Finance Memorandum. BUDGETED ACTION: No action needed.

B. Minutes Division

1. Minutes

RECOMMENDED ACTION: Approve the following Minutes:

January 29, 2019 BCC Utilities Quarterly Update Meeting
February 7, 2019 BCC Pre-Agenda

BUDGETED ACTION: No action needed.

Board of County Commissioners

C. Commission Office

1. Appointment - Boca Grande Street and Drainage MSBU Advisory Board

RECOMMENDED ACTION: Approve the appointment of William York to the Boca Grande Street and Drainage MSBU Advisory Board. This will be a three year term replacing Edward Siegel who has chosen not to seek reappointment. This appointment will be effective immediately and will expire on October 31, 2021. BUDGETED ACTION: No action needed.

D. County Administration

Administration - No Items

Public Information Office - No Items

E. County Attorney

1. Red Tide Extension

RECOMMENDED ACTION: Approve Resolution extending the Red Tide State of Local Emergency. BUDGETED ACTION: No action needed. **RES 2019-024**

F. Budget and Administrative Services

Fiscal Services - No Items

Information Technology - No Items

Purchasing

1. 19-159, Ranking Burnt Store Water Reclamation Facility Replacement/Expansion (Utilities)

RECOMMENDED ACTION: a) Approve ranking of firms for Request for Proposal #19-159, Burnt Store Water Reclamation Facility (WRF) Replacement/Expansion: 1st - McKim and Creed, Inc.; 2nd - Stantec Consulting Services, Inc.; and 3rd - Kimley-Horn and Associates, Inc.; and b) Approve start of negotiations; and c) Authorize the Chairman to sign the contract after completion of negotiations. This is for a qualified firm to provide professional design services for the preliminary engineering, design, and construction services for the replacement/expansion of the Burnt Store Water Reclamation Facility (WRF), Punta Gorda, Florida. BUDGETED ACTION: No action needed. Budgeted in CIP project "Burnt Store WRF Expansion" approved November 27, 2018. Funding for this expenditure will come from debt proceeds to be paid back by Utility rates.

2. 19-259, Award, Purchase of Volvo Wheeled Excavator (Public Works)

RECOMMENDED ACTION: a) Approve award of "Piggyback," Purchase, File #19-259, Volvo Wheeled Excavator, from Flagler Construction Equipment LLC of Davey, Florida (Piggyback off the Florida Sheriffs Association, Florida Association of Counties and Florida Chiefs Association, Contract # FSA 18-VEH16.0 Specification #45) to purchase a Volvo Wheeled Excavator model EW180E with options for Public Works - Maintenance and Operations Division at the cost of $233,644; and b) Approve the property deletion of Asset #32411 (Caterpillar M316D Excavator) to be sold via an on-line auction service with Gov-Deals, Inc. BUDGETED ACTION: No action needed. Budgeted in the Heavy Equipment Plan, as approved in the FY19 budget process. Funding is supplied from "maintenance" gas taxes in Public Works Maintenance & Operations.

3. 19-042, Multi-Use Path South County Regional Park (Community Services)

RECOMMENDED ACTION: Approve award Bid #19-042, Multi-Use Path, South County Regional Park, to C-Squared Certified General Contractor, Inc. of Sarasota, Florida in the amount of $493,346.18. This is construction of approximately 9,448 lineal feet of an eight-foot wide multi-use pathway at South County Regional Park (Punta Gorda). BUDGETED ACTION: No action needed. Budgeted in CIP projects "FCT Required Improvements" and "Multi- Use Trails", as approved in the FY19 budget process. Funding in "FCT Required Improvements" of $210,000 is supplied from Capital Projects, Ad Valorem. Funding in "Multi-Use Trails" of $283,346.18 is supplied from the 2014 Sales Tax Extension.

4. 19-058, Integrated Library System Software (Community Services)

RECOMMENDED ACTION: a) Approve ranking of firms for Request for Proposal #19-058, Integrated Library System Software and annual contract with Sirsi Corporation dba SirsiDynix of Lehi, Utah per the rates listed in the attached proposal; and b) Authorize the Chairman to sign the agreement; and c) Authorize the County Administrator to approve contract renewals. BUDGETED ACTION: No action needed. Approved in Florida Department of State, State Aid to Libraries grant in FY19 Budget in the amount of $84,968. There is no County match required.

5. 19-009, Safety Mowing - Roadway Rights-of-Way (Public Works - Maintenance & Operations)

RECOMMENDED ACTION: a) Approve award Bid #19-009, Safety Mowing - Roadway Rights-Of-Way to the overall lowest responsive, responsible bidder: Brightview Landscape Services, Inc., of Port Charlotte, Florida at the unit prices listed on the attached, for the term of date of award through and including September 30, 2019; and b) Authorize the County Administrator to approve two (2) additional one-year terms at the same prices, terms and conditions by mutual consent. This is an annual contract for safety

mowing of roadway rights-of-way, easements and drainage facilities. BUDGETED ACTION: No action needed. Budgeted in various MSBUs and the Transportation Trust Fund as part of the FY19 budget process. Funding is supplied from gas taxes and various street and drainage MSBUs.

6. 18-404, Change Order #1, Insecticides & Herbicides-Supply & Deliver - Annual (Public Works)

RECOMMENDED ACTION: Rescind award of the three (3) Altosid Products: Briquets-150 Day, Liquid (5%) and Pellets from Adapco, Inc. of Sanford, Florida; and award to Clarke Mosquito Control Products, Inc. of Kissimmee, Florida at the same unit price(s) of: $734.80 per case,$258.00 per gallon and $1,124.20 per 44-lb case respectively. Approval is for the period from date of award through and including May 31, 2019. BUDGETED ACTION: No action needed. Funding from the General Fund/Pest Management Insecticides and Pesticides approved in the FY19 Budget Process.

7. 19-097, Award, Service and Maintenance of Chillers (Facilities)

RECOMMENDED ACTION: a) Approve award of Bid #19-097, Service and Maintenance of Chillers, at the unit prices bid to Air Mechanical and Service Corporation of Englewood, Florida. Term of contract is to be from date of award through and including December 31, 2019; and b) Authorize the County Administrator to approve the renewal options for up to two additional one-year terms, at the same prices, terms, and conditions, by mutual consent. BUDGETED ACTION: No action needed. Funding from various funds approved in the FY19 Budget Process.

Real Estate Services

8. Seventh Lease Addendum - Economic Development

RECOMMENDED ACTION: Approve the authorization of the Chairman to execute the Seventh Lease Addendum for the use of office space on behalf of Economic Development for 2,118 square feet of office space located at 18501 Murdock Circle, Suite 302. BUDGETED ACTION: No action needed. **A.AGR 2002-077**

9. Submerged Lands Easement (Palm Island Bridges)

RECOMMENDED ACTION: Approve the acceptance of the renewal of a Sovereignty Submerged Lands Easement (easement # 28970) to Charlotte County to use the parcel of land (Michael Kosinski Bridge and the Ann Merry Bridge) for public transportation purposes. BUDGETED ACTION: No action needed. **AGR 2019-011**

10. Surplus Property

RECOMMENDED ACTION: Approve Resolution declaring the real property listed on Exhibit "A" to be surplus to County needs and authorizes County staff to dispose of the real property in accordance with the provisions of Florida Statute 125. BUDGETED ACTION: No action needed. **RES 2019-025**

Risk Management - No Items

Transit - No Items

G. Community Development - No Items

H. Community Services

Parks and Natural Resources - No Items

Recreation - No Items

Libraries and Historical - No Items

Environmental Services - No Items

I. Economic Development

1. Resolution to Grant Authority to County Administrator to Close the Sale of Property to Private Equity Group

RECOMMENDED ACTION: a) Approve Resolution granting authority to the County Administrator and his or her designees to execute documents necessary to close the sale of real property to Private Equity Group, or its assigns; and b) Authorize the County Administrator to execute a limited assignment of contract rights and duties to Charlotte County. BUDGETED ACTION: No action needed. **RES 2019-026**

COMMISSIONER TRUEX MOVED TO APPROVE RESOLUTION 2019-026 GRANTING AUTHORITY TO THE COUNTY ADMINISTRATOR AND HIS OR HER DESIGNEES TO EXECUTE DOCUMENTS NECESSARY TO CLOSE THE SALE OF REAL PROPERTY TO THE PRIVATE EQUITY GROUP, OR ITS ASSIGNS, SECONDED BY COMMISSIONER CONSTANCE

MOTION CARRIED 4:0., COMMISSIONER TISEO ABSTAINED

2. Memorandum of Understanding regarding Community Development Districts

RECOMMENDED ACTION: a) Approval of Memorandum of Understanding with Private Equity Group; and b) Authorize the Chairman of the Board of County Commissioners to execute. BUDGETED ACTION: No action needed. **AGR 2019-012**

COMMISSIONER TRUEX MOVED TO APPROVE AGREEMENT 2019-012 A MEMORANDUM OF UNDERSTANDING BETWEEN PRIVATE EQUITY GROUP LLC AND CHARLOTTE COUNTY, SECONDED BY COMMISSIONER CONSTANCE

MOTION CARRIED 4:0., COMMISSIONER TISEO ABSTAINED

3. Resolution to Release Subsurface Rights

RECOMMENDED ACTION: Approve Resolution to release certain subsurface rights to real property located within Murdock Village. BUDGETED ACTION: No action needed. **RES 2019-027**

COMMISSIONER TRUEX MOVED TO APPROVE RESOLUTION 2019-027 RELEASING CERTAIN SUBSURFACE RIGHTS TO REAL PROPERTY LOCATED IN THE MURDOCK VILLAGE COMMUNITY REDEVELOPMENT AREA,

WHICH IS SUBJECT TO SALE TO THE PRIVATE EQUITY GROUP, LLC OR ITS ASSIGNS, SECONDED BY COMMISSIONER CONSTANCE

MOTION CARRIED 4:0., COMMISSIONER TISEO ABSTAINED

J. Facilities Construction and Maintenance - No Items

K. Human Resources - No Items

L. Human Services - No Items

M. Public Safety

1. Airport Rescue and Firefighters Training Prop

RECOMMENDED ACTION: a) Approve intent to Fund agreement between the Florida Department of Financial Services and Charlotte County Board of County Commissioners for site preparation and construction of control facilities for an airport rescue and firefighting training prop; and b) Authorize the Chairman to execute the "Intent to Fund Agreement"; and c) Authorize County Administrator to execute any future associated grant documents including renewals and amendments. BUDGETED ACTION: No action needed. This project is funded in the adopted FY19 budget. No match is required. **AGR 2019-013**

N. Public Works - No Items

O. Tourism Development - No Items

P. Utilities

(Deletion #1) ~~1. Hillsborough Potable Water Transmission System~~

~~RECOMMENDED ACTION: Approve Resolution and budget adjustment BA19-020, in the amount of $872,000 increasing the FY19 adopted budget for new CIP project "Hillsborough Potable Water Transmission System." BUDGETED ACTION: Approve budget adjustment BA19-020, in the amount of $872,000 increasing the FY19 adopted budget for new CIP project "Hillsborough Potable Water Transmission System." Funding is supplied from Utility Water Connection Fees.~~

2. Cape Haze Sewer & Reclaim Transmission System CIP FY19

RECOMMENDED ACTION: Approve Resolution and budget adjustment BA19-021, in the amount of $3,051,116 increasing the FY19 adopted budget to add new CIP project "Cape Haze Sewer & Reclaim Transmission System" ($2,100,000) and adjusting the Utility Renewal and Replacement Fund beginning balance to actual, adding remainder to reserves ($951,116). BUDGETED ACTION: Approve Resolution and budget adjustment BA19-021, in the amount of $3,051,116 increasing the FY19 adopted budget to add new CIP project "Cape Haze Sewer & Reclaim Transmission System" ($2,100,000) and adjusting the Utility Renewal and Replacement Fund beginning balance to actual, adding remainder to reserves ($951,116). **RES 2019-029**

Q. Other Agencies - No Items

REGULAR AGENDA

R. Regular Agenda

1. Appoint by Ballot - Construction Industry Licensing Board - Consumer Advocate

Commission Office

Select by ballot, a volunteer, to serve on the Construction Industry Licensing Board representing the "Consumer Advocate" category. Term expiration is March 11, 2022, filling an unexpired term vacated by Ms. Pam Alexander who resigned.

COMMISSIONER CONSTANCE MOVED TO APPROVE EDWARD TOTH TO SERVE AS A CONSUMER ADVOCATE ON THE CONSTRUCTION INDUSTRY LICENSING BOARD, SECONDED BY CHAIR DOHERTY

MOTION CARRIED 5:0.

2. Impact Fees

(Change #1) Added Attachments

Commission Office

Discussion and direction on Impact Fees.

Chair Doherty discussed project funding, development activity, 90 day implementation, and concept options. **Commissioner Constance** spoke to affordable housing and project funding. **Commissioner Deutsch** commented on flexibility, affordable housing, and growth. **Commissioner Tiseo** mentioned 90 day notification period, project funding, affordable housing, and community investments. **Commissioner Truex** noted project funding, affordable housing, Florida Impact Fee Bill, and flexibility.

County Attorney Knowlton verified the 90 day implementation.

COMMISSIONER CONSTANCE MOVED TO SET A PUBLIC HEARING TO INCREASE IMPACT FEES TO 100 PERCENT AT EVERY LEVEL IN ALL CATEGORIES FOR TIME CERTAIN MARCH 26, 2019, SECONDED BY COMMISSIONER TISEO

MOTION CARRIED: 5:0.

(Addition #2) R-3 Approve Resolution authorizing the Chairman to Execute "Certification of Local Government Approval for Nonprofit Organizations" forms when requested by a local nonprofit. **RES 2019-028**

Marilyn Miller, Assistant County Attorney gave a brief overview of authorizing the Chairman to Execute "Certification of Local Government Approval for Nonprofit Organizations" forms when requested by a local nonprofit.

County Attorney Knowlton explained nonprofit entities applying for federal grants.

Chair Doherty noted the authorization request. **Commissioner Constance** questioned the certification eligibility criteria.

COMMISSIONER TRUEX MOVED TO APPROVE RESOLUTION 2019-028 AUTHORIZING THE CHAIRMAN TO EXECUTE "CERTIFICATION OF LOCAL GOVERNMENT APPROVAL FOR NONPROFIT ORGANIZATIONS" FORMS REQUIRED BY 25 C.F.R. § 576.202 FOR CERTAIN FEDERAL GRANT APPLICATIONS BY LOCAL NONPROFIT ENTITIES, SECONDED BY CHAIR DOHERTY

MOTION CARRIED 5:0.

(Addition #3) R-4 Discussion and direction on the Economic Development Director interview process.

Chair Doherty spoke to interview candidates. **Commissioner Constance** inquired about interview criteria. **Commissioner Deutsch** asked about interview criteria.

Heather Bacus, Human Resources Director summarized the interview criteria.

County Attorney Knowlton opined interview criteria.

RECESS: 10:15 am – 10:18 am

Continued (Addition #3) R-4 Discussion and direction on the Economic Development Director interview process.

Chair Doherty discussed interview questions format. **Commissioner Constance** spoke to interview questions format. **Commissioner Deutsch** mentioned interview questions format. **Commissioner Truex** commented on interview questions format.

County Attorney Knowlton referenced interview questions format.

PUBLIC HEARING AGENDA

S. 10:00 A.M. Public Hearing - No Items

PRESENTATION AGENDA

T. 10:00 A.M. - No Items

RECESS: 10:25 am - 1:00 pm

1 P.M. CITIZEN INPUT- ANY SUBJECT

Deborah Lux, Collier-Lee Honor Flight discussed the 50th Year Anniversary Vietnam Lapel Pinning.

Danna Van Antwerp spoke to Charlotte Ranchettes.

Dave Kalin commented on Charlotte Ranchettes.

Max Awaren mentioned Charlotte Ranchettes.

Tammy Kalin noted Charlotte Ranchettes.

Kay Richard discussed Charlotte Ranchettes.

Nigel Morris spoke to Charlotte Ranchettes.

Tracy Frank commented on Charlotte Ranchettes.

John Sredberg mentioned Charlotte Ranchettes.

Dan Mure noted History classes in school, utility rates, and residence coverage for ambulance service bill.

AA. County Administrator: None

BB. County Attorney: None

CC. Commissioner Comments:

Chair Doherty discussed Tallahassee meetings, 2019 State Legislative Program, and emergency shelter appropriation request. **Commissioner Constance** spoke to Health Department interviews, Charlotte Ranchettes, Needle Exchange Program Bill, and emergency shelter appropriation request. **Commissioner Deutsch** commented on Veterans Council, Williams R. Gaines Veterans Memorial Park Dedication, and emergency shelter appropriation request. **Commissioner Tiseo** mentioned Charlotte Ranchettes, Congressman Steube Water Quality Roundtable discussion, and emergency shelter appropriation request. **Commissioner Truex** discussed Charlotte Ranchettes, derelict boats in Chadwick Cove, Live Oak Point and Bayshore Live Oak Park events, Needle Exchange Program Bill, and emergency shelter appropriation request.

RECESS: 2:08 pm - 2:15 pm

LAND USE PUBLIC HEARING AGENDA

U. 2:00 P.M. Land Use Public Hearing

<u>1. FP-17-06-05, Casper I</u>

Community Development

Approve Preliminary and Final Plat for Ainger Landing, Inc., for a four-lot minor subdivision to be named Casper I, under Petition #FP-17-06-05.
Quasi-Judicial

Chair Doherty polled the Board for Ex Parte Disclosures and **Chair Doherty, Commissioner Deutsch,** and **Commissioner Tiseo** advised they submitted the required forms to the Clerk's Office.

Steven Ellis, Planner II asked to be accepted as a planning expert, gave a brief overview of F-17-06-05 – 2014 Aerial Location Map, Future Land Use Designations, Zoning Designations, Proposed Changes, and responded to Board inquiries.

Shaun Cullinan, Planning and Zoning Official commented on septic system and lot size.

Attorney Robert Berntsson, Applicant Representative accepted Mr. Ellis as a planning expert, opined parcel sizes, and septic system.

Chair Doherty mentioned septic system. **Commissioner Constance** asked about lot sizes and septic system. **Commissioner Deutsch** questioned the plat map. **Commissioner Tiseo** discussed septic system. **Commissioner Truex** spoke to septic system and lot size.

Public Hearing – None

COMMISSIONER CONSTANCE MOVED TO CLOSE THE PUBLIC HEARING, SECONDED BY COMMISSIONER TRUEX

MOTION CARRIED 5:0.

COMMISSIONER TRUEX MOVED TO APPROVE PRELIMINARY AND FINAL PLAT FOR AINGER LANDING, INC., FOR A FOUR-LOT MINOR SUBDIVISION TO BE NAMED CASPER I, UNDER PETITION #FP-17-06-05, SECONDED BY COMMISSIONER TISEO

MOTION CARRIED 5:0.

2. FP-18-11-09, Pine Valley Lakes

Community Development

Approve Preliminary and Final Plat for Rotonda Golf Partners II, LLC, for a 3-lot Minor Subdivision to be named Pine Valley Lakes Subdivision, under Petition #FP-18-11-09.
Quasi-Judicial

Chair Doherty polled the Board for Ex Parte Disclosures and **Chair Doherty, Commissioner Deutsch,** and **Commissioner Tiseo** advised they submitted the required forms to the Clerk's Office.

Mr. Ellis gave a brief overview of FP-18-11-09 – Aerial Location Map, Future Land Use Designations, Zoning Designations, Proposed Changes, and responded to Board inquiries.

Attorney Robert Berntsson, Applicant Representative reviewed the tract and intentions.

Commissioner Constance questioned line split determination, Charlotte County Utilities (CCU) approval, and intentions. **Commissioner Tiseo** spoke to sewer.

Public Hearing – None

COMMISSIONER CONSTANCE MOVED TO CLOSE THE PUBLIC HEARING, SECONDED BY COMMISSIONER TISEO

MOTION CARRIED 5:0.

COMMISSIONER TRUEX MOVED TO APPROVE PRELIMINARY AND FINAL PLAT FOR ROTONDA GOLF PARTNERS II, LLC, FOR A THREE-LOT MINOR SUBDIVISION TO BE NAMED PINE VALLEY LAKES SUBDIVISION, UNDER PETITION #FP-18-11-09, SECONDED BY COMMISSIONER CONSTANCE

MOTION CARRIED 5:0.

3. PP-16-11-07, Loveland

Community Development

Approve a two-year extension of the Preliminary Plat approval for Sevilla Homes, LLC, for a subdivision to be named Loveland Residential Subdivision, under Petition #PP-16-11-07.
Quasi-Judicial

Chair Doherty polled the Board for Ex Parte Disclosures and **Chair Doherty, Commissioner Deutsch,** and **Commissioner Tiseo** advised they submitted the required forms to the Clerk's Office.

Mr. Ellis asked to be accepted as a planning expert, gave a brief overview of PP-16-11-07 – 2014 Aerial View, Future Land Use Designations, Zoning Designations, and Proposed Changes.

Kent Densley, Sevilla Homes, LLC Operations Director, Applicant accepted Mr. Ellis as an expert planner and reviewed the project.

Commissioner Constance inquired about project.

Public Hearing – None

COMMISSIONER CONSTANCE MOVED TO CLOSE THE PUBLIC HEARING, SECONDED BY COMMISSIONER DEUTSCH

MOTION CARRIED 5:0.

COMMISSIONER TISEO MOVED TO APPROVE A TWO-YEAR EXTENSION OF THE PRELIMINARY PLAT APPROVAL FOR SEVILLA HOMES, LLC, FOR A SUBDIVISION TO BE NAMED LOVELAND RESIDENTIAL SUBDIVISION, UNDER PETITION #PP-16-11-07, SECONDED BY COMMISSIONER CONSTANCE

MOTION CARRIED 5:0.

4. SV-18-11-07, HHREI

Community Development

Approve Resolution granting a Street Vacation to Harbour Heights Real Estate, Inc., for an undeveloped portion of an unnamed alley running through the center of Block 31 of Harbour Heights Section 5 Subdivision, under Petition #SV-18-11-07. **RES 2019-030**
Legislative

Mr. Ellis gave a brief overview of SV-18-11-07 – Aerial Location Map, Future Land Use Designations, Zoning Designations, Proposed Changes, and responded to Board inquiries.

Steve Vieira, Harbor Heights Real Estate, Inc., Applicant opined development and the alley.

Commissioner Constance asked about the alley.

Public Hearing – None

COMMISSIONER CONSTANCE MOVED TO CLOSE THE PUBLIC HEARING, SECONDED BY COMMISSIONER DEUTSCH

MOTION CARRIED 5:0.

COMMISSIONER TISEO MOVED TO APPROVE RESOLUTION 2019-030 OF THE BOARD OF COUNTY COMMISSIONERS OF CHARLOTTE COUNTY, FLORIDA, STREET VACATION TO HARBOUR HEIGHTS REAL ESTATE, INC., FOR AN UNDEVELOPED PORTION OF AN UNNAMED ALLEY RUNNING THROUGH THE CENTER OF BLOCK 31 OF HARBOUR HEIGHTS SECTION 5 SUBDIVISION, UNDER PETITION #SV-18-11-07, SECONDED BY COMMISSIONER DEUTSCH

MOTION CARRIED 5:0.

5. Local Amendment to the Sandhill DRI DO, Petition Number LADO-18-11-43

Community Development

Approve Resolution pursuant to Section J(1)(k) of the Sandhill Development of Regional Impact (DRI) Development Order (DO), Resolution Number 2018-051, and Section 380.06 (7)(a). F.S., amending the Sandhill DRI DO by 1) using the approved equivalency matrix to exchange 13,446 square feet of approved commercial development on Parcel 5-13 of Tract 5 of the Sandhill DRI for 83 hotel rooms, which property contains a total of 7.11± acres and is located southeast of Kings Highway, northwest of Sandhill Boulevard, and northeast of I-75; 2) revising Exhibit B, Map H Note #1 and Map H, Exhibit #2 Notes; and 3) amending item (k) under Section (J)(1) to reflect the recent amendments to Chapter 380.06, Florida Statutes; Commission District I; Petition No. LADO-18-11-43; Applicant: Kings Holdings, LLC; providing for an effective date. The Sandhill DRI is located south of the DeSoto County Line, north of Rampart Boulevard, east of Loveland Boulevard and west of the Deep Creek area; Section 7, Township 40 South, and Range 23 East, in the Port Charlotte area, currently containing a total of 713.12± acres. **RES 2018-031**
Quasi-Judicial

Chair Doherty polled the Board for Ex Parte Disclosures and **Chair Doherty, Commissioner Deutsch,** and **Commissioner Tiseo** advised they submitted the required forms to the Clerk's Office.

Ken Quillen, Senior Planner asked to be accepted as a planning expert, gave a brief overview of LADO-18-11-43, Proposed Changes, Site Image, Framework, Future Land Use Designations, and Zoning Designations.

Venkat Vattikuti, County Transportation Engineer spoke to Kings Highway and Sandhill Boulevard intersection improvement program.

Attorney Geri Waksler, Applicant representative, accepted Mr. Quillen as a planning expert, reviewed commercial use, equivalency matrix, location, and traffic impacts.

Chair Doherty spoke to location and traffic impacts. **Commissioner Constance** questioned location and traffic impacts. **Commissioner Tiseo** discussed traffic impacts. **Commissioner Truex** commented on traffic impacts.

Public Hearing – None

COMMISSIONER CONSTANCE MOVED TO CLOSE THE PUBLIC HEARING, SECONDED BY COMMISSIONER DEUTSCH

MOTION CARRIED 5:0.

COMMISSIONER TRUEX MOVED TO APPROVE RESOLUTION 2018-031 OF THE BOARD OF COUNTY COMMISSIONERS OF CHARLOTTE COUNTY, FLORIDA, AMENDING THE SANDHILL DEVELOPMENT OF REGIONAL IMPACT (DRI) DEVELOPMENT ORDER, SECONDED BY COMMISSIONER TISEO

MOTION CARRIED 5:0.

ADJOURNED: 3:06 pm

_____
Kenneth W. Doherty, Chair

DATE ADOPTED: _____

ATTEST:

ROGER D. EATON, CLERK
OF THE CIRCUIT COURT AND
EX-OFFICIO OF THE BOARD
OF COUNTY COMMISSIONERS

By: _____
Deputy Clerk

BOARD OF COUNTY COMMISSIONERS

MARCH 07, 2019

A Pre-Agenda Meeting was held in preparation for the **March 12, 2019** Regular and Land Use Meeting at the Murdock Administration Complex in Room B-106, Port Charlotte, Florida.

The following members were present: Chair Doherty (via telephone conference), Commissioner Constance (via telephone conference), Commissioner Deutsch, and Commissioner Tiseo. Also in attendance were: Assistant County Attorney Miller, County Administrator Sandrock, Deputy County Administrator Flores, Minutes Clerk Light, and various County staff members. The following members were absent: Commissioner Truex.

The Meeting was called to order at 1:30 pm

There was Board discussion on the following items:

County Attorney: E-1, E-2

Purchasing: F-1, F-2, F-3, F-4, F-5, F-6, F-7, F-8

Community Services: H-1, H-2

Regular Agenda: R-1

10:00 A.M. Presentation Agenda: T-1

ADJOURNED: 1:57 pm

_____
Kenneth W. Doherty, Chair

DATE ADOPTED: _____

ATTEST:

ROGER D. EATON, CLERK
OF THE CIRCUIT COURT AND
EX-OFFICIO OF THE BOARD
OF COUNTY COMMISSIONERS

By: _____
Deputy Clerk

COUNTY OF CHARLOTTE

Board of County Commissioners
18500 Murdock Circle
Port Charlotte, FL 33948
www.CharlotteCountyFL.gov

County Commissioners
Ken Doherty, District 1, Chairman
Bill Truex, District 3, Vice-Chairman
Christopher Constance, District 2
Stephen R. Deutsch, District 4
Joseph Tiseo, District 5

County Administrator
Raymond J. Sandrock
County Attorney
Janette S. Knowlton
Clerk of the Circuit Court
Roger D. Eaton

Regular and Land Use Meeting

March 12, 2019 9:00 AM
18500 Murdock Circle, Commission Chambers, Room #119

Charlotte County Board of County Commissioners does not discriminate on the basis of disability. This nondiscrimination policy involves every aspect of the County's functions, including access to and participation in meetings, programs and activities. FM Sound Enhancement Units for the Hearing Impaired are available at the Front Security Desk, Building A of the Murdock Administration Complex. Anyone needing other reasonable accommodation or auxiliary aids and services please contact our office at 941.743.1381, TDD/TTY 941.743.1234, or by email to David.Lyles@charlottecountyfl.gov.

SHOULD ANY AGENCY OR PERSON DECIDE TO APPEAL ANY DECISION MADE BY THE BOARD WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH MEETING, A RECORD OF THE PROCEEDING, AND FOR SUCH PURPOSE, A VERBATIM RECORD OF THE PROCEEDING IS REQUIRED, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

9:00 A.M.

Call to Order and Roll Call

Invocation- If you wish, please rise for the invocation

Pastor Bill Frank
First Baptist Church of Punta Gorda

Pledge of Allegiance

Changes to the Agenda: See separate sheet.

Proclamations - Commissioner Stephen R. Deutsch

Artist of the Month - Judy Lee
Florida Surveyors and Mappers Week

Employee Recognition

Years of Service

Name	Department

5 Years

Agustin Mancia	Utilities
Ashley Yaccarino	Utilities

15 Years

Catherine Edwards	Community Services
Conroy Williams	Utilities

20 Years

Mary Hill	Public Works
David Milligan	Facilities
Martin Simone	Budget & Admin Services

25 Years

Thomas Bowman	Public Safety
Kenneth Coblentz	Public Safety
Scott Humphreville	Public Safety

Award Presentations

1. 2018 Water Distribution System Award

   Plaque presentation to the Utilities Department from the Florida Section of American Water Works Association, 2018, Achievement of Outstanding Water Distribution Service Award.

CITIZEN INPUT - AGENDA ITEMS ONLY

Anyone wishing to address the Board during this portion of the meeting must fill out a card, state their name for the record, and state which agenda item(s) will be addressed. Remarks shall be limited to 3 minutes (max) and shall be addressed to the Commission as a body, and not to individual members. There will not be any discussion.

COMMITTEE VACANCIES

Charlotte County is seeking volunteers to serve on the following Committees:

The following **MSBU/TU Advisory Boards** are seeking volunteers who must be both a property owner within and reside within the Unit. Submit applications to Public Works Department, 7000 Florida Street, Punta Gorda, FL 33950; call 941.575.3600 or e-mail MSBU-TU@CharlotteCountyFL.gov.

- **Boca Grande Street & Drainage Unit** is seeking one member to fill a vacant unexpired term through October 31, 2020.
- **Charlotte Ranchettes Unit** is seeking one member to fill a vacant unexpired term through October 31,2021.
- **Greater Port Charlotte Street & Drainage Unit** is seeking two members to fill vacant unexpired terms through October 31, 2019 and October 31, 2021.

- **Grove City Street & Drainage Unit** is seeking one member to fill a vacant unexpired term through October 31, 2020.
- **Harbour Heights Waterway Unit** is seeking one member to fill a vacant unexpired term through October 31, 2019.
- **Mid-Charlotte Stormwater Utility Unit** is seeking two members to fill vacant unexpired terms through October 31, 2019 and October 31, 2020.
- **Northwest Port Charlotte Waterway Unit** is seeking two members to fill vacant unexpired terms through October 31, 2020 and October 31, 2021.
- **Rotonda Sands North Street & Drainage Unit** is seeking one member to fill a vacant unexpired term through October 31, 2021.
- **Rotonda West Street & Drainage Unit** is seeking one member to fill a vacant unexpired term through October 31, 2019.

REPORTS RECEIVED AND FILED

CONSENT AGENDA

Clerk of the Circuit Court

A. Comptroller Division

1. Finance

RECOMMENDED ACTION:

Approve the Clerk's Finance Memorandum.

BUDGETED ACTION:

No action needed.

B. Minutes Division

1. Minutes

RECOMMENDED ACTION:

Approve the following minutes:
February 12, 2019 BCC Regular Meeting
February 12, 2019 BCC Budget Workshop
February 19, 2019 BCC Workshop
February 21, 2019 Pre-Agenda

BUDGETED ACTION:

No action needed.

Board of County Commissioners

C. Commission Office

1. Appointment - Charlotte Harbor Community Redevelopment Agency Advisory Committee

RECOMMENDED ACTION:

Approve the appointment Edward C. Toth to serve as a member-at-large on the Charlotte Harbor Community Redevelopment Agency Advisory Committee. Term is effective immediately.

BUDGETED ACTION:

No action needed.

D. County Administration

Administration

No Items.

Public Information Office

No Items.

E. County Attorney

1. Interlocal Agreement with Punta Gorda for Buckley's Pass MSBU Assessments

RECOMMENDED ACTION:

Approve the Interlocal Agreement with the City of Punta Gorda for the Buckley's Pass dredge project.

BUDGETED ACTION:

No action at this time. A public hearing will be held on May 21, 2019 to establish an MSBU and rates for the MSBU to pay the County's share of the project costs. An MSBU budget will be adopted as part of the FY20 budget process.

2. Buckley's Pass Initial Assessment Resolution

RECOMMENDED ACTION:

Approve the Initial Assessment Resolution relating to creation of the Buckley's Pass MSBU.

BUDGETED ACTION:

No action needed. The MSBU budget will be developed as part of the FY20 budget adoption process.

F. Budget and Administrative Services

Fiscal Services

No Items.

Information Technology

No Items.

Purchasing

1. 19-018, Charlotte Harbor Event Center Manangement Services (Community Services)

RECOMMENDED ACTION:

a) Approve the sole submitting firm for Request for Proposal #19-018, Charlotte Harbor Event Center Management Services, with SMG of West Conshohocken, Pennsylvania; and
b) Approve the start of negotiations; and

c) Authorize the Chairman to sign the Contract after completion of negotiations. This is to provide management services for the Charlotte Harbor Event and Conference Center located in Punta Gorda, Florida.

BUDGETED ACTION:

No action needed. Funding from the Charlotte Harbor Event Center Fund will be approved in the FY20 Budget Process.

2. 19-227, Award, Contractor/Builder - Annual Contract (Facilities)

RECOMMENDED ACTION:

a) Approve award of Bid #19-227, Contractor/Builder - Annual Contract, at the hourly rate bid to ERS Construction of Punta Gorda, Florida. Term of Contract is to be from date of award through and including December 31, 2019; and
b) Authorize the County Administrator to approve the renewal options for up to two additional one-year terms, at the same prices, terms, and conditions by mutual consent.

BUDGETED ACTION:

No action needed. Funding from various funds approved in the FY19 budget process.

3. 19-034, Award Change Order #1, Control Structures and Bank Restoration (Public Works)

RECOMMENDED ACTION:

Approve Change Order #1 for File #19-034, Control Structure and Bank Restoration, to V & H Construction, Inc. of Fort Myers, Florida, for the amount of $102,847.50.

BUDGETED ACTION:

No action needed. Budgeted in CIP project "Water Control Structures Irma Damage Restoration" as adopted in the FY19 budget process. Expenses will be reimbursed at 75% using grant funds with 25% provided by the corresponding MSBU fund.

4. 19-142, Award, Myakka Booster Pump and EL Jobean Vacuum Station (Utilities)

RECOMMENDED ACTION:

a) Approve award of Bid #19-142 Myakka Booster Pump and EL Jobean Vacuum Station, to the sole responsive, responsible bidder, Poole & Kent Company of Miami, Florida in the amount of $2,881,200; and
b) Approve Resolution and budget adjustment BA19-023, in the amount of $1,007,822 increasing the FY19 adopted CIP projects "Charlotte Harbor Water Quality Initiative Phase II - El Jobean" and "Myakka Potable Water Booster Station" for construction, including contingency.

BUDGETED ACTION:

Approve Resolution and budget adjustment BA19-023, in the amount of $1,007,822 increasing the FY19 adopted CIP projects "Charlotte Harbor Water Quality Initiative Phase II - El Jobean" and "Myakka Potable Water Booster Station" for construction, including contingency. The Myakka Booster Station received an SRF loan, which will be paid back by Water Connection Fees. The El Jobean Vacuum Station will be paid by the BP Settlement Fund and Grants.

5. 19-282, Award, Air Vacuum Equipment EL Jobean Sewer (Utilities)

RECOMMENDED ACTION:

Approve award of sole source File #19-282 Air Vacuum Equipment for EL Jobean Sewer to Aqseptence Group Inc., of Rochester, Indiana in the amount of $326,922.

BUDGETED ACTION:

No action needed. Budgeted in CIP project "Charlotte Harbor Water Quality Initiative Ph II - El Jobean," adopted as part of the FY19 budget, and subsequently amended on March 12, 2019 with item F-3 Myakka Booster Pump and El Jobean Vacuum Station. Funding for this expenditure comes from the BP Settlement Fund and Grants.

6. 19-156, East Port Water Reclamation Facility Expansion (Utilities)

RECOMMENDED ACTION:

a) Approve ranking of firms for Request for Proposal #19-156, East Port Water Reclamation Facility Expansion: 1st - Jones Edmunds; and 2nd Stantec Consulting Services, Inc; and
b) Approve start of negotiations; and
c) Authorize the Chairman to sign the contract upon completion of negotiations. This is for engineering, design, and construction administration for the expansion of the East Port Water Reclamation Facility.

BUDGETED ACTION:

No action needed. Budgeted in CIP project "East Port Water Reclamation Facility Expansion," approved by the Board on November 27, 2018. Funding for this expenditure will come from debt proceeds to be paid back by Utility rates.

7. 19-177, Ranking-Construction Manager (CM) at Risk, William R. Gaines Jr. Veterans Memorial Park (Facilities)

RECOMMENDED ACTION:

a) Approve ranking of firms for Request for Proposal #19-177 Construction Manager (CM) at Risk, William R. Gaines Jr. Veterans Memorial Park: 1st – Jon F. Swift, Inc., 2nd – P.J. Hayes, Inc. dba Tandem Construction, and 3rd – Florida Premier Contractors, LLC.; and
b) Approve start of negotiations; and
c) Authorize the Chairman to sign the contract after completion of negotiations. This is for a qualified firm to provide professional Construction Manager (CM) at Risk services as part of a construction team, which includes various design and engineering consultants, and the County.

BUDGETED ACTION:

No action needed. Budgeted in CIP project "William R. Gaines Jr. Veterans Memorial Park", as part of the FY19 budget process, and subsequently amended. Funding is supplied from the Capital Projects Fund Ad Valorem and the 2009 Sales Tax Extension Fund.

8. Property Deletions for the Month of February, 2019 (Purchasing)

RECOMMENDED ACTION:

Approve the deletion of the property inventory items listed on the attached for the month of February, 2019.

BUDGETED ACTION:

No action needed.

Real Estate Services

No Items.

Risk Management

No Items.

Transit

No Items.

G. Community Development

No Items.

H. Community Services

Parks and Natural Resources

No Items.

Recreation

1. North Charlotte Regional Park Budget Adjustment

RECOMMENDED ACTION:

a) Approve budget adjustment BA19-022 in the amount of $299,739 to fund additional operating expenses and staffing (4 Full time, 5 Part time, and 2 Seasonal) through the end of the fiscal year; and
b) Approve the addition of 1 vehicle to Charlotte County Fleet

BUDGETED ACTION:

Approve budget adjustment #BA19-022 in the amount of $299,739.

Libraries and Historical

No Items.

Community Services

2. Guidelines for Requesting In-Kind Services

RECOMMENDED ACTION:

Approval of Second Amended Guidelines for Requesting In-Kind Services

BUDGETED ACTION:

No action needed.

I. Economic Development

1. Re-Appointments - Industrial Development Authority

RECOMMENDED ACTION:

Approve the re-appointments of Cathy Sanders and Todd Rebol to the Charlotte County Industrial Development Authority.

BUDGETED ACTION:

No action needed.

J. Facilities Construction and Maintenance

1. Lease - Congressman Steube

RECOMMENDED ACTION:

a) Approve District Office Lease and District Office Lease Attachment for Congressman Greg Steube; and
b) Approve Resolution authorizing the Chairman to sign and execute the District Office Lease and District Office Lease Attachment.

BUDGETED ACTION:

No action needed. Funding from the General Fund approved in the FY19 budget process.

K. Human Resources

No Items.

L. Human Services

No Items.

M. Public Safety

1. Charlotte County Fire and EMS Fees for Services

RECOMMENDED ACTION:

Approve Resolution allowing the Fire Department to charge fees for services independent of running emergency calls. These fees will typically be for special events when fire or EMS services are needed to support that event.

BUDGETED ACTION:

No action needed. Revenue was budgeted in the Fire/EMS budget during the FY2019 budget process.

N. Public Works

No Items.

O. Tourism Development

No Items.

P. Utilities

1. Off-Site Utility Agrmt MRT Lawn Service

RECOMMENDED ACTION:

Approve Off-Site Utility Agreement between the County and the Developer MRT Lawn Service, Inc.

BUDGETED ACTION:

No action needed. Budgeted in CIP project "Water Transmission & Wastewater Collection Reimbursement" as adopted in the FY19 budget process. Funding is supplied from Utility Water and Sewer Connection Fees.

Q. Other Agencies

No Items.

REGULAR AGENDA

R. Regular Agenda

1. Appoint by Ballot - Construction Industry Licensing Board - Specialty Contractor

Commission Office

Select by ballot, a volunteer, to serve on the Construction Industry Licensing Board representing the "Specialty Contractor" category. Term expiration is March 22, 2020, filling an unexpired term vacated by Mr. Carleton Strong, Sr. who resigned.

2. State Appropriation Request

Commission Office

a) Discussion and direction on the state appropriation request for the Southwest Florida Regional Emergency Shelter; and

b) Remove from 6.b. the wording "in partnership with Charlotte County" and remove from 15.a. "and has made this one of their top legislative priorities" on the attached Appropriations Project Request; and
c) Funding level

PUBLIC HEARING AGENDA

S. 10:00 A.M. Public Hearing

No Items.

PRESENTATION AGENDA

T. 10:00 A.M.

1. State of the Airport

   State of the Airport presented by James W. Parish, CEO of Punta Gorda Airport.

2. Choices and Chances

   "Choices and Chances," a CC-TV film exploring the challenges facing our youth, premieres March 30-31 at Regal Cinema Town Center 16, followed by community showings by various organization throughout the County and region. Ticket are available at Choices-and-Chances.evenbrite.com, watch the trailer at youtu.be/uODoiKBKWks.

1 P.M. CITIZEN INPUT - ANY SUBJECT

Anyone wishing to address the Board during this portion of the meeting must state their name for the record. Remarks, on any County related subject, shall be limited to 3 minutes (max) and shall be addressed to the Commission as a body, and not to individual members. There will not be any discussion.

LAND USE PUBLIC HEARING AGENDA

U. 2:00 P.M. Land Use Public Hearing

1. Ordinance for PA-18-12-44; Helphenstine

   Community Development

   Approve an Ordinance adopting PA-18-12-44 amending the Charlotte County Future Lane Use Map from Low Density Residential (LDR) to Commercial (COM) for a 2.6-acre property located at 1321 Duncan Road, in Commission District I; applicants Robert and Sharon Helphenstine; and providing an effective date.

   Legislative

2. Ordinance for Z-18-12-45

   Community Development

Approve an Ordinance adopting Z-18-12-45 amending the Charlotte County Zoning Atlas from Manufactured Home Conventional (MHC) to Commercial General (CG) for a 2.6-acre parcel located at 1321 Duncan Road, in Commission District I; applicant Robert and Sharon Helphenstine; and providing an effective date.

Quasi-Judicial

3. Neslund Rural Community Mixed Use, Petition Number PA-18-02-05-LS

Community Development

Pursuant to Section 163.3184(3), Florida Statutes, transmit a Large Scale Plan Amendment to the Department of Economic Opportunity (DEO) and other State agencies for review and comment; this request is to amend 1) Charlotte County FLUM Series Map #1: 2030 Future Land Use, from Agriculture (AG) to Rural Community Mixed Use (RCMU), increasing density from 120 units to 1,384 units, and 2) FLU Appendix VIII: Rural Community Mixed Use Master Plans by adding Neslund Rural Community Mixed Use Master Development Plan; for property located north of the Lee County Line, south of Zemel Road, east of Tamiami Trail (US 41) and west of I-75, in the South County area, containing 1,203.84± acres; Petition No. PA-18-02-05-LS; Applicant: Richard Neslund, Neslund Family Ltd. Partnership II; providing an effective date.

Legislative

AA. County Administrator

BB. County Attorney

CC. Commissioner Comments

Charlotte County Board Of County Commissioners
Agenda Item Summary

Item Number: C - 1.

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1 DEPARTMENT MAKING REQUEST

Commission Office

2 MEETING DATE

3/26/2019

3 REQUESTED MOTION/ACTION

Approve the appointment of Rodger Francis to fill the vacant unexpired term on the Northwest Port Charlotte Waterway MSBU Advisory Board. This appointment will be effective immediately and will expire on October 31, 2021.

4 AGENDA

Consent

5 IS THIS ITEM BUDGETED (IF APPLICABLE) -

Budget Action
No action needed.

Financial Impact Summary Statement

Detailed Analysis Attached -

Budget Officer-

6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)

This vacant position has been advertised and there are no other applicants. Ordinance 2016-041 states: Members appointed to fill a vacancy with a remaining term of more than six months shall fill the remainder of the vacant term.

ATTACHMENTS:

File Name	Description	Upload Date	Type
Francis-Application_and_Resume.pdf	Francis - Application & Resume	2/27/2019	Backup Material

APPLICATION TO SERVE ON A CHARLOTTE COUNTY ADVISORY BOARD

☑ New Applicant ☐ Re-Appointment

INCOMPLETE APPLICATIONS WILL BE RETURNED

Mr/Mrs/Ms:			
Name:	**Last**	**First**	**Middle Initial**
	Rodger	Francis	
Residence Address:			
12272 Corporal Cr		Port Charlotte	33953
Street		**City**	**Zip Code**
Mailing Address:			
Street		**City**	**Zip Code**
941 270 1498			
Phone No.			
	Home		**Business**
FAX:			
E-Mail Address:	rodger@rfranchomes.com		

I hereby submit my name for consideration to serve in an advisory capacity to the Board of Charlotte County Commissioners on the following Advisory Board:

NortWest Pl. Canal Mantenance

Name of Advisory Board

If applying for a specific category/position, please so state: _____

Occupation: Self Gr. C.

If currently retired, previous occupation: _____

Civic/Professional Accomplishments/Offices Held:

GC

Please be advised that all information contained in this application becomes Public Record once submitted to Charlotte County.

Form revised on Monday, October 26, 2015

APPLICATION TO SERVE ON A CHARLOTTE COUNTY ADVISORY BOARD – CONTINUED

My qualifications to be eligible are as follows:

G.C., Boater, Resident

If applicable, please indicate any employment, contractual relationship or status that you may have, or have had within the past 12 months, with any private business entity that rents, leases or sells any realty, or provides any goods or services to the County or that is conducting any business with the County.

n/a

Is this application for a new appointment? ☑ Yes ☐ No

If yes, please indicate what you would like to accomplish if you are appointed to this Board:

Get canal maintenance, supervision

Is this application for a re-appointment? ☐ Yes ☑ No

- If yes, please indicate what your accomplishments have been while serving on this Board:

- If "Yes", please indicate what you would like to accomplish during this term:

Proper allicatron of funds.

If you have previously served on a Charlotte County Advisory Board or are currently serving and seeking reappointment, please indicate the number and general nature of any voting conflict disclosure memorandum filed (Form 8B) while serving on the board:

Have you ever worked for the Charlotte County Board of County Commissioners? ☐ Yes ☑ No

- If "Yes", please list position, department, start and end date:

Do you have any relatives currently working for the Charlotte County Board of County Commissioners? ☐ Yes ☑ No

- If "Yes", please list name(s) and department(s):

Are you a full time Charlotte County Resident? ☑ Yes ☐ No

Please be advised that all information contained in this application becomes Public Record once submitted to Charlotte County.

Form revised on Monday, October 26, 2015

APPLICATION TO SERVE ON A CHARLOTTE COUNTY ADVISORY BOARD – CONTINUED

1.) **All of the Boards and Committees appointed by the Board of County Commissioners are required to comply with the Sunshine Law FS 286.011 and some of the Boards and Committees appointed by the Board of County Commissioners are required to comply with Chapter 112, Florida Statutes, the Financial Disclosure Law. You may be required to file a Form 1 Financial Disclosure. You will be provided with more information upon appointment.**

2.) **Charlotte County, an equal opportunity/affirmative action employer, considers the selection and appointment of persons to advisory boards in a non-discriminatory manner consistent with the requirements of Federal, State and Local non-discrimination laws.**

3.) **The Board of County Commissioners request that you attend the Commission meeting at which your application will be considered for appointment. This office will notify you of the Commission meeting date.**

4.) **Members who fail to attend two (2) meetings in a rolling twelve-month period shall automatically forfeit their appointment.**

By signing this application, you acknowledge that you have read and understand the previous statements.

Signature

2/3/19
Date

A résumé or list of qualifications and experience is required but cannot replace this application form.

PLEASE RETURN THIS COMPLETED FORM TO:

Charlotte County Public Works
Municipal Service District Representatives
7000 Florida Street
Punta Gorda, FL 33950

OR EMAIL TO:

MSBU-TU@CharlotteCountyFl.gov

Please be advised that all information contained in this application becomes Public Record once submitted to Charlotte County.

Form revised on Monday, October 26, 2015

RODGER FRANCIS

12272 Corporal Cr.
Port Charlotte, FL
33953

rodger@rfrancishomes.com
Mobile (941) 270-1498
Home (941) 613-1071

PROFESSIONAL EXPERIENCE

Founder/Owner (2007- present)

R Francis Homes 5 custom homes per year. Responsibilities are sales, construction, marketing, purchasing and customer service.

WAYNE HOMES BY CENTEX/CENTEX HOMES, Fort Myers/Altamonte Springs, FL - 1994 to present. *Nations premiere company in home building, construction and financial services. Division of fortune 250 Company.*

Area Construction Manager (2005 to 2007)

- Training and mentoring new hires on scopes of work, building codes, Scheduling, reporting functions, quality control and building processes
- Responsible for 100 units and 6 superintendants
- Established finished floor heights, managed land development, and met or exceeded weekly start rates

Purchasing Manager (2001 to 2005)

- Sourced vendors for competitive pricing of materials and labor by organizing and structuring competitive bidding formats. (I.E. Purchasing Blitz's)
- Brought in contracts reducing operating costs, raising quality and improving customer satisfaction
- Responsible for purchasing and estimating on 250 unit division.

Master Scheduler, Centex Homes, Altamonte Springs FL (2000 to 2001)

- Directed vendor allocation with permit flow maintaining & exceeding weekly start projections on 800 unit division
- Implemented, managed and designed training for new scheduling database systems resulting in better payment control, improved forecasting, vendor allocating and reporting functions.
- Trained project managers to utilize database resulting in faster cycle times

Project Manager, Centex Homes Altamonte Springs FL (1995 to 2000)

- Achieved high customer satisfaction scores by setting expectations and strong communication skills while maintaining a low P.O.N.C.

- Served as Project Manager in high volume Estate community training Field Managers and Subcontractors in 300 unit community

- Highly organized in scheduling, option management, product development, and technical experience contributing to faster cycle times.

Customer Service Representative, Centex Homes Altamonte Springs FL (1993 to 1994)

- Upheld warranty guidelines in professional and fair manor while keeping customer satisfaction levels higher than divisional average

- Honored for the fastest turnaround in signed service work orders in Orlando division (2 week average)

- Turned consumer perceptions around by proactive communication responsive lead times and accepting accountability.

EDUCATION / PROFESSTIONAL DEVELOPMENT / ACHIEVEMENTS

Licensed state contractor 2007 CGC1513707
B.A. University Central Florida 1994 Business Administration (Marketing)
A.A. Business Administration Daytona Beach Community College 1992
Participated in Regional Purchasing Blitz 2004
Estimating 101 course 2003
Production Management Training Program
Excellence in Customer Satisfaction 2001
Outstanding Field Manager Performance 1999
Rookie Field Manager of the Year 1995
Volunteer Habitat for Humanity 1997,1999,2001,2002, CPR certified

Charlotte County Board Of County Commissioners
Agenda Item Summary

Item Number: C - 2.

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1 DEPARTMENT MAKING REQUEST

Commission Office

2 MEETING DATE

3/26/2019

3 REQUESTED MOTION/ACTION

Approve the appointment of Tracy Frank to fill the unexpired term of Mike Szuba on the Charlotte Ranchettes Street & Drainage MSBU Advisory Board. This appointment will be effective immediately and will expire on October 31, 2021.

4 AGENDA

Consent

5 IS THIS ITEM BUDGETED (IF APPLICABLE) -

Budget Action
No action needed.

Financial Impact Summary Statement

Detailed Analysis Attached -

Budget Officer-

6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)

Mike Szuba on the Charlotte Ranchettes Street & Drainage MSBU Advisory Board has resigned their position and the vacancy needs to be filled. This position has been advertised and there are no other applicants. Ordinance 2016-041 states: Members appointed to fill a vacancy with a remaining term of more than six months shall fill the remainder of the vacant term.

ATTACHMENTS:

File Name	Description	Upload Date	Type
Frank-Applicaiton_and_Resume.pdf	Frank - Application & Resume	3/4/2019	Backup Material

APPLICATION TO SERVE ON A CHARLOTTE COUNTY ADVISORY BOARD

☒ New Applicant ☐ Re-Appointment

INCOMPLETE APPLICATIONS WILL BE RETURNED

Mr/Mrs/Ms: Mrs.			
Name:	**Last** Frank	**First** Tracy	**Middle Initial** L.
Residence Address:			
Street 6404 Swiss Blvd	**City** Punta Gorda	**Zip Code** 33982	
Mailing Address: - Same -			
Street	**City**	**Zip Code**	
Phone No.	Cell:		
	~~Home~~ 941-628-1671	**Business** 941-629-7590	
FAX: 941-624-0847			
E-Mail Address: TracyFrank6404@gmail.com			

I hereby submit my name for consideration to serve in an advisory capacity to the Board of Charlotte County Commissioners on the following Advisory Board:

Charlotte Ranchettes Street + Drainage MSBU

Name of Advisory Board

If applying for a specific category/position, please so state: _____

Occupation: Mortgage Loan Originator

If currently retired, previous occupation: _____

Civic/Professional Accomplishments/Offices Held:

Secretary / Member - Charlotte FFA Alumni

Please be advised that all information contained in this application becomes Public Record once submitted to Charlotte County.

Form revised on Wednesday, May 02, 2018

APPLICATION TO SERVE ON A CHARLOTTE COUNTY ADVISORY BOARD – CONTINUED

My qualifications to be eligible are as follows:

Resident Charlotte Ranchettes 30yrs(+/-) - Homeowner Charlotte Ranchettes 22yrs(+/-)

If applicable, please indicate any employment, contractual relationship or status that you may have, or have had within the past 12 months, with any private business entity that rents, leases or sells any realty, or provides any goods or services to the County or that is conducting any business with the County.

N/A

Is this application for a new appointment? ☒ **Yes** ☐ **No**

If yes, please indicate what you would like to accomplish if you are appointed to this Board:

Peace + Unity within the Ranchettes.
Solution to the ongoing Street + Drainage issues.
Communication w/ Residents.

Is this application for a re-appointment? ☐ **Yes** ☒ **No**

- **If yes, please indicate what your accomplishments have been while serving on this Board:**

- **If "Yes", please indicate what you would like to accomplish during this term:**

If you have previously served on a Charlotte County Advisory Board or are currently serving and seeking reappointment, please indicate the number and general nature of any voting conflict disclosure memorandum filed (Form 8B) while serving on the board:

N/A.

Have you ever worked for the Charlotte County Board of County Commissioners? ☐ **Yes** ☒ **No**

- **If "Yes", please list position, department, start and end date:** _____

Do you have any relatives currently working for the Charlotte County Board of County Commissioners? ☐ **Yes** ☒ **No**

- **If "Yes", please list name(s) and department(s):** _____

Are you a full-time Charlotte County Resident? ☒ **Yes** ☐ **No**

Please be advised that all information contained in this application becomes Public Record once submitted to Charlotte County.
Form revised on Wednesday, May 02, 2018

Have you ever been convicted of a Felony or Misdemeanor? (Please be sure you understand the question, as failure to answer truthfully will disqualify you). ☐ **Yes** ☒ **No**

- **If "Yes", please explain:** _____

Have you ever pled NO LO CONTENDRE or pled guilty to a crime which is a Felony or a Misdemeanor? (Please be sure you understand the question, as failure to answer truthfully will disqualify you). ☐ **Yes** ☒ **No**

- **If "Yes", please explain:** _____

APPLICATION TO SERVE ON A CHARLOTTE COUNTY ADVISORY BOARD – CONTINUED

1.) **All of the Boards and Committees appointed by the Board of County Commissioners are required to comply with the Sunshine Law FS 286.011 and some of the Boards and Committees appointed by the Board of County Commissioners are required to comply with Chapter 112, Florida Statutes, the Financial Disclosure Law. You may be required to file a Form 1 Financial Disclosure. You will be provided with more information upon appointment.**

2.) **Charlotte County, an equal opportunity/affirmative action employer, considers the selection and appointment of persons to advisory boards in a non-discriminatory manner consistent with the requirements of Federal, State and Local non-discrimination laws.**

3.) **The Board of County Commissioners request that you attend the Commission meeting at which your application will be considered for appointment. This office will notify you of the Commission meeting date.**

4.) **Members who fail to attend two (2) meetings in a rolling twelve-month period shall automatically forfeit their appointment.**

By signing this application, you acknowledge that you have read and understand the previous statements.

Stacy Shank — Signature

3/4/19 — Date

A résumé or list of qualifications and experience is required but cannot replace this application form.

PLEASE RETURN THIS COMPLETED FORM TO:

Charlotte County Public Works
Municipal Service District Representatives
7000 Florida Street
Punta Gorda, FL 33950

OR EMAIL TO:

MSBU-TU@CharlotteCountyFl.gov

Please be advised that all information contained in this application becomes Public Record once submitted to Charlotte County.
Form revised on Wednesday, May 02, 2018

TRACY L. FRANK

6404 Swiss Blvd. ~ Punta Gorda, Fl 33982
22091 Elmira Blvd, Port Charlotte, Fl 33952
941-629-7590 Office / 941-628-1671 Cell

EXPERIENCE:

January 2008 to Present :	Hunter Carlton Financial, Inc. dba Mortgages Unlimited F/K/A Whogara, Inc. dba Mortgages Unlimited, Port Charlotte, Fl President / Loan Officer Licensed Loan Originator – FHA/VA/USDA/CONV.
May 2002 to Jan. 2008 :	Hunter Carlton Financial, Inc. dba Mortgages Unlimited F/K/A Whogara, Inc. dba Mortgages Unlimited, Port Charlotte, Fl Vice President / Loan Officer Licensed Loan Originator – FHA/VA/USDA/CONV.
April 1999 to May 2002 :	Mortgages Unlimited, Inc. Port Charlotte, Fl Loan Officer and Processor Licensed Loan Originator – FHA/VA/USDA/CONV.
Sept. 1998 to March 1999 :	A Affordable Home Mortgage, Fort Myers, Fl Office Manager, Loan Officer and Processor Licensed Loan Originator – FHA/VA/USDA/CONV.
May 1997 to May 1998 :	The Money Tree Lending Group, Port Charlotte, Fl Loan Officer Licensed Loan Originator – FHA/VA/USDA/CONV.
August 1996 to May 1997 :	A Affordable Home Mortgage, Port Charlotte, Fl Loan Officer Licensed Loan Originator – FHA/VA/USDA/CONV.

LICENSED MORTGAGE BROKER / ORIGINATOR : November 12, 1996 to Present

FHA / VA / USDA / Conventional Originating and Processing: August 1996 to Present

FHA Direct Endorsement Underwriting Training : October 2001

Notary Public : November 2004 to Present

Charlotte County Board Of County Commissioners
Agenda Item Summary

Item Number: C - 3.

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1 DEPARTMENT MAKING REQUEST

Commission Office

2 MEETING DATE

3/26/2019

3 REQUESTED MOTION/ACTION

Approve a naming request for West County Annex.

4 AGENDA

5 IS THIS ITEM BUDGETED (IF APPLICABLE) -

Budget Action
No action needed.

Financial Impact Summary Statement

Detailed Analysis Attached -

Budget Officer-

6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)

ATTACHMENTS:

File Name	Description	Upload Date	Type
Renaming_of_West_County_Annex.pdf	Request Letter	3/19/2019	Backup Material

February 12, 2019

Bill Truex, District 3
Board of County Commissioners
18500 Murdock Circle
Port Charlotte, Fl 33948

Re: San Casa annex

Dear Bill,

It is my understanding the new annex is complete. If there is any thought to naming or dedicating the building in someone's honor, I can think of no better candidate than Mac Horton. His public service to Charlotte County as a school board member and county commissioner representing "West County", and as supervisor of elections is unmatched, as is his community involvement. I can think of no better example than Mac spearheading the campaign to save Charlotte County's historic courthouse when so many others shortsightedly wanted it demolished. If there is anything more I can do to help make this happen, please let me know.

Sincerely,

Frank

Frank Desguin

2019 FEB 13 AM 11:44
COUNTY COMMISSION OFFICE

Charlotte County Board Of County Commissioners
Agenda Item Summary

Item Number: D - 1.

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1 DEPARTMENT MAKING REQUEST

Administration

2 MEETING DATE

3/26/2019

3 REQUESTED MOTION/ACTION

a) Approve the cancellation of the April 2, 2019 Utilities Quarterly Update Meeting; and
b) Approve In Kind Funding Meeting at 9:00 a.m. **on April 2, 2019**, in Room 119 at 18500 Murdock Circle, Port Charlotte**; and**
c) Approve the cancellation of the April 16, 2019 BCC Monthly Workshop
****Change, Updated wording - part b, added part c and changed title of item, 3/21/19****

4 AGENDA

5 IS THIS ITEM BUDGETED (IF APPLICABLE) -

Budget Action
No action needed.

Financial Impact Summary Statement

Detailed Analysis Attached -

Budget Officer-

6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)

Charlotte County Board Of County Commissioners
Agenda Item Summary

Item Number: E - 1.

---

1 DEPARTMENT MAKING REQUEST

County Attorney

2 MEETING DATE

3/26/2019

3 REQUESTED MOTION/ACTION

Set a public hearing for Tuesday, April 9, 2019 at 10:00 a.m. or as soon thereafter as can be heard in Room 119 at 18500 Murdock Circle, Port Charlotte, to consider adoption of an ordinance to amend the competitive sealed bid process to repeal the local business preference by amending general ordinances and special acts Chapter 1-2, Article VI, Section 1-2-186 of the Code of Laws and Ordinances of Charlotte County, Florida.

4 AGENDA

Consent

5 IS THIS ITEM BUDGETED (IF APPLICABLE) -

Budget Action
No action needed.

Financial Impact Summary Statement
None.

Detailed Analysis Attached -

Budget Officer-

6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)

This action will authorize setting the public hearing for April 9, 2019 at 10:00 a.m.

ATTACHMENTS:

File Name	Description	Upload Date	Type
Local_Preference_Ordinance_3.4.19_clean.pdf	Local Preference Ordinance clean	3/4/2019	Ordinance
Local_Preference_Ordinance_3.4.19__redline.pdf	Local Preference Ordinance redline	3/4/2019	Ordinance
Economic_Impact_Statement_3.13.19.pdf	Economic Impact Estimate	3/13/2019	Backup Material

O R D I N A N C E

Number 2019-_____

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF CHARLOTTE COUNTY, FLORIDA, AMENDING GENERAL ORINANCES AND SPECIAL ACTS CHAPTER 1-2, ARTICLE VI , SECTION 1-2-186 OF THE CODE OF LAWS AND ORDINANCES OF CHARLOTTE COUNTY, FLORIDA, ENTITLED COMPETITIVE SEALED BID PROCESS TO AMEND THE COMPETITIVE SEALED BID PROCESS BY REPEALING THE LOCAL BUSINESS PREFERENCE FOR COMPETITIVE BIDS; PROVIDING FOR INCLUSION IN THE CHARLOTTE COUNTY CODE; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on June 12, 1995, the Charlotte County Board of County Commissioners adopted Ordinance No.95-025 which established and provided for a procurement system for the acquisition of goods and services for the Charlotte County Board of Commissioners and provided for competitive bidding on procurements of $25,000.00 or more; and

WHEREAS, on April 25, 2003, the Charlotte County Board of County Commissioners adopted Ordinance No. 2003-017 which amended Charlotte County Code 1-2-182 to raise the required competitive bidding for procurements to procurements in the amount of $50,000.00 or more; and

WHEREAS, on February 17, 2009, the Charlotte County Board of County Commissioners adopted Ordinance No. 2009-005 which established a local bid preference for competitive bids for the procurement of goods and services for bids under the competitive sealed bid process; and

WHEREAS, on October 19, 2009, the Charlotte County Board of County Commissioners adopted Ordinance No. 2009-041 which expanded the local business preferences to include local businesses in Charlotte, Desoto, and Sarasota Counties; and

WHEREAS, the Charlotte County Board of County Commissioners has determined that it is in the best interest of the citizens of Charlotte County to have an efficient and uniform process to procure goods and services within the competitive bid process; and

WHEREAS, The Charlotte County Board of County Commissioners desires to amend the Charlotte County competitive sealed bid process to remove the local business preference.

Be it Ordained by the Board of County Commissioners of Charlotte County, Florida:

<u>1.</u> Section 1-2-186 of the Charlotte County Code is hereby amended as follows:

Sec. 1-2-186. - Competitive sealed bid process.

(a) All procurements requiring the receipt of competitive bids under this article shall be upon invitation for bids. Invitations for bids shall be issued and shall include procurement specifications, bid evaluation criteria, and all principal terms and conditions applicable to the procurement. The bid evaluation criteria that will affect the bid price and/or be considered in evaluation for the award shall generally be objectively measurable. Such evaluation may include, but is not limited to, conformance to specifications, discounts, transportation costs, and total or life-cycle costs. No criteria may be used in bid evaluation that are not set forth in the bid package document.

(b) All electronic posting of solicitations must take place at least ten (10) days before the dates set for receipts of bids, proposals, or replies unless the purchasing division determines in writing that a shorter period of time is necessary to avoid harming the interests of the county.

(c) Bids must be received no later than the call for bids for any such bid, at a formal bid opening, to be considered for award. Bids shall be opened publicly in the presence of the senior division manager of purchasing, or his/her designee, and other interested parties at the time and place designated in the public notice referred to in subsection(b) hereof. The amount of each bid, together with the name of each bidder, shall be read aloud and maintained in the purchasing division's bid file, which shall be open to public inspection in accordance with Chapters 119 and 255 of the Florida Statutes. Receipt, opening, and award of bids, shall be in accordance with the purchasing manual, pursuant to section 1-2-185 of this article.

(d) Information in a bid which concerns the responsibility of the bidder shall not necessarily be considered conclusive at the time of bid opening, except when the invitation unequivocally states that the bid shall not be considered responsive unless the particular information is provided by a vendor in his bid proposal. When such information has not been so declared as a determinant of responsiveness of the bid, the senior division manager of purchasing may, within reason after bid opening, request additional information of the bidder concerning his responsibility to perform.

(e) To maintain the integrity of the competitive sealed bid process, to assure fairness, and to avoid delays or poor contract performance, the following

provisions shall govern the correction of information submitted in a bid when that information is a determinant of the responsiveness of the bid:

(1) No bidder shall be permitted to correct a bid mistake after bid opening that would cause such bidder to have the low bid, except for the correction of errors in extension of unit prices in the bids (multiplication, division, addition or subtraction). In such cases, the unit price bid shall not be changed.

(2) Notwithstanding the foregoing, the board of county commissioners reserves the right to cancel any awards or contracts based on bid mistakes, after a written determination of the mistake by the senior division manager of purchasing.

(f) A bidder may withdraw his bid at any time prior to the bid opening date and time set forth in the public notice referred to in subsection (b) hereof. Bids may not be withdrawn after said time except when the request for withdrawal has been submitted in writing to the senior division manager of purchasing, said request clearly states the reasons for withdrawal, and the senior division manager of purchasing approves the withdrawal.

(g) Contracts resulting from the competitive sealed bid process shall be awarded with reasonable promptness by the board of county commissioners by notice to the lowest responsible and responsive bidder, unless the basis of award in the bid documents has explicitly established other criteria. As used in this article, the term "responsible and responsive bidder" means a bidder whose bid conforms in all material respects to the solicitation for bids, and who has demonstrated the capability to perform the contract requirements. In the award process, the board of county commissioners reserves the right to reject any or all bids for any reason including, but not limited to, non-responsiveness of bid(s), unavailability of adequate funding, unreasonable price in bid(s), non-responsibility of bidder(s), or a change in the requirements since the issuance of an invitation for bid, or where the board of county commissioners determines the public interest requires such rejection.

(h) In cases of tie bids (monetary as well as all award criteria identified) of two (2) or more responsible and responsive bidders subject to such award, the award shall be made based on a lot drawn by the senior division manager of purchasing before at least three (3) witnesses.

(i) In the event that all bids for a project exceed the available budgeted funds, the county administrator, or his/her designee, may authorize negotiation of the

bid price with the lowest responsive and responsible bidder in order to bring the bid with in the amount of available funds, or reject all bids and authorize re-advertisement as the county administrator, or his/her designee, deems appropriate.

(j) In the event the lowest responsible and responsive bidder defaults on the contract awarded through the competitive sealed bid process, the board of county commissioners may award the contract to the next lowest responsible and responsive bidder. When awarding a contract to the next lowest bidder due to default of the lowest bidder the board of county commissioners shall reserve the right to seize the bid bond of the lowest bidder for failure to faithfully perform under the terms of the bid specifications.

2. **CODIFICATION.** It is the intention of the Board of County Commissioners of Charlotte County, Florida, and it is hereby provided that the provisions of this Ordinance shall become and be made a part of the Charlotte County, Florida, Code of Ordinances that the sections of the ordinance may be renumbered or lettered to accomplish such intention, and that the word “ordinance” may be changed to “section” or “article” or other appropriate designation.

3. **SEVERABILITY.** If any portion of the foregoing conflicts with any other Charlotte County Code or other applicable law, the more restrictive shall apply. If any subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remainder of this Ordinance.

4. **EFFECTIVE DATE.** The effective date shall be as provided by law.

[SIGNATURE PAGE FOLLOWS]

PASSED AND DULY ADOPTED this _____ day of _____, 2019.

BOARD OF COUNTY COMMISSIONERS
OF CHARLOTTE COUNTY, FLORIDA

By: _____
Kenneth W. Doherty, Chairman

ATTEST:
Roger D. Eaton, Clerk of the Circuit Court
and Ex-Officio Clerk to the
Board of County Commissioners

By: _____
Deputy Clerk

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY:

_____
Janette S. Knowlton, County Attorney
LR 18-0826 ____

O R D I N A N C E

Number 2019-_____

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF CHARLOTTE COUNTY, FLORIDA, AMENDING GENERAL ORINANCES AND SPECIAL ACTS CHAPTER 1-2, ARTICLE VI , SECTION 1-2-186 OF THE CODE OF LAWS AND ORDINANCES OF CHARLOTTE COUNTY, FLORIDA, ENTITLED COMPETITIVE SEALED BID PROCESS TO AMEND THE COMPETITIVE SEALED BID PROCESS BY REPEALING THE LOCAL BUSINESS PREFERENCE FOR COMPETITIVE BIDS; PROVIDING FOR INCLUSION IN THE CHARLOTTE COUNTY CODE; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on June 12, 1995, the Charlotte County Board of County Commissioners adopted Ordinance No.95-025 which established and provided for a procurement system for the acquisition of goods and services for the Charlotte County Board of Commissioners and provided for competitive bidding on procurements of $25,000.00 or more; and

WHEREAS, on April 25, 2003, the Charlotte County Board of County Commissioners adopted Ordinance No. 2003-017 which amended Charlotte County Code 1-2-182 to raise the required competitive bidding for procurements to procurements in the amount of $50,000.00 or more; and

WHEREAS, on February 17, 2009, the Charlotte County Board of County Commissioners adopted Ordinance No. 2009-005 which established a local bid preference for competitive bids for the procurement of goods and services for bids under the competitive sealed bid process; and

WHEREAS, on October 19, 2009, the Charlotte County Board of County Commissioners adopted Ordinance No. 2009-041 which expanded the local business preferences to include local businesses in Charlotte, Desoto, and Sarasota Counties; and

WHEREAS, the Charlotte County Board of County Commissioners has determined that it is in the best interest of the citizens of Charlotte County to have an efficient and uniform process to procure goods and services within the competitive bid process; and

WHEREAS, The Charlotte County Board of County Commissioners desires to amend the Charlotte County competitive sealed bid process to remove the local business preference.

Be it Ordained by the Board of County Commissioners of Charlotte County, Florida:

1. Section 1-2-186 of the Charlotte County Code is hereby amended as follows:

Sec. 1-2-186. - Competitive sealed bid process.

(a) All procurements requiring the receipt of competitive bids under this article shall be upon invitation for bids. Invitations for bids shall be issued and shall include procurement specifications, bid evaluation criteria, and all principal terms and conditions applicable to the procurement. The bid evaluation criteria that will affect the bid price and/or be considered in evaluation for the award shall generally be objectively measurable. Such evaluation may include, but is not limited to, conformance to specifications, discounts, transportation costs, and total or life-cycle costs. No criteria may be used in bid evaluation that are not set forth in the bid package document.

(b) All electronic posting of solicitations must take place at least ten (10) days before the dates set for receipts of bids, proposals, or replies unless the purchasing division determines in writing that a shorter period of time is necessary to avoid harming the interests of the county.

(c) Bids must be received no~~t~~ later than the call for bids for any such bid, at a formal bid opening, to be considered for award. Bids shall be opened publicly in the presence of the senior division manager of purchasing, or his/her designee, and other interested parties at the time and place designated in the public notice referred to in subsection(b) hereof. The amount of each bid, together with the name of each bidder, shall be read aloud and maintained in the purchasing division's bid file, which shall be open to public inspection in accordance with Chapters 119 and 255 of the Florida Statutes. Receipt, opening, and award of bids, shall be in accordance with the purchasing manual, pursuant to section 1-2-185 of this article.

(d) Information in a bid which concerns the responsibility of the bidder shall not necessarily be considered conclusive at the time of bid opening, except when the invitation ~~forbids~~ unequivocally states that the bid shall not be considered responsive unless the particular information is provided by a vendor in his bid proposal. When such information has not been so declared as a determinant of responsiveness of the bid, the senior division manager of purchasing may, within reason after bid opening, request additional information of the bidder concerning his responsibility to perform.

(e) To maintain the integrity of the competitive sealed bid process, to assure fairness, and to avoid delays or poor contract performance, the following

provisions shall govern the correction of information submitted in a bid when that information is a determinant of the responsiveness of the bid:

(1) No bidder shall be permitted to correct a bid mistake after bid opening that would cause such bidder to have the low bid, except for the correction of errors in extension of unit prices in the bids (multiplication, division, addition or subtraction). In such cases, the unit price bid shall not be changed.

(2) Notwithstanding the foregoing, the board of county commissioners reserves the right to cancel any awards or contracts based on bid mistakes, after a written determination of the mistake by the senior division manager of purchasing.

(f) A bidder may withdraw his bid at any time prior to the bid opening date and time set forth in the public notice referred to in subsection (b) hereof. Bids may not be withdrawn after said time except when the request for withdrawal has been submitted in writing to the senior division manager of purchasing, said request clearly states the reasons for withdrawal, and the senior division manager of purchasing approves the withdrawal.

(g) Contracts resulting from the competitive sealed bid process shall be awarded with reasonable promptness by the board of county commissioners by ~~written~~ notice to the lowest responsible and responsive bidder, unless the basis of award in the bid documents has explicitly established other criteria. As used in this article, the term "responsible and responsive bidder" means a bidder whose bid conforms in all material respects to the solicitation for bids, and who has demonstrated the capability to perform the contract requirements. In the award process, the board of county commissioners reserves the right to reject any or all bids for any reason including, but not limited to, non-responsiveness of bid(s), unavailability of adequate funding, unreasonable price in bid(s), non-responsibility of bidder(s), or a change in the requirements since the issuance of an invitation for bid, or where the board of county commissioners determines the public interest requires such rejection.

(h) In cases of tie bids (monetary as well as all award criteria identified) of two (2) or more responsible and responsive bidders subject to such award, the award shall be made ~~to the bidder doing business from a location within the county. If there is more than one (1) bidder so situated, the award shall be made~~ based on a lot drawn by the senior division manager of purchasing before at least three (3) witnesses.

(i) In the event that all bids for a project exceed the available budgeted funds, the county administrator, or his/her designee, may authorize negotiation of the bid price with the lowest responsive and responsible bidder in order to bring the bid with in the amount of available funds, or reject all bids and authorize re-advertisement as the county administrator, or his/her designee, deems appropriate.

(j) In the event the lowest responsible and responsive bidder defaults on the contract awarded through the competitive sealed bid process, the board of county commissioners may award the contract to the next lowest responsible and responsive bidder. When awarding a contract to the next lowest bidder due to default of the lowest bidder the board of county commissioners shall reserve the right to seize the bid bond of the lowest bidder for failure to faithfully perform under the terms of the bid specifications.

~~**(k) When a responsive, responsible non-local business submits the lowest price bid, and the bid submitted by one (1) or more responsive, responsible local businesses located in Charlotte, DeSoto and Sarasota County, and as further defined in the purchasing manual, is within five (5) percent of the price submitted by the non-local business, then each of the aforementioned local businesses shall have the opportunity to submit a best and final bid equal to or lower than the amount of the low bid previously submitted by the non-local business within five (5) days of being notified by the senior division manager of purchasing in writing. Contract award shall be made to the responsive, responsible business submitting the lowest best and final bid. In the case of a tie in the best and final bid between a local business and a non-local business, contract award shall be made to the local business.**~~

2. **CODIFICATION.** It is the intention of the Board of County Commissioners of Charlotte County, Florida, and it is hereby provided that the provisions of this Ordinance shall become and be made a part of the Charlotte County, Florida, Code of Ordinances that the sections of the ordinance may be renumbered or lettered to accomplish such intention, and that the word “ordinance” may be changed to “section” or “article” or other appropriate designation.

3. **SEVERABILITY.** If any portion of the foregoing conflicts with any other Charlotte County Code or other applicable law, the more restrictive shall apply. If any subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remainder of this Ordinance.

4. **EFFECTIVE DATE.** The effective date shall be as provided by law.

[SIGNATURE PAGE FOLLOWS]

PASSED AND DULY ADOPTED this _____ day of _____, 2019.

BOARD OF COUNTY COMMISSIONERS
OF CHARLOTTE COUNTY, FLORIDA

By: _____
Kenneth W. Doherty, Chairman

ATTEST:
Roger D. Eaton, Clerk of the Circuit Court
and Ex-Officio Clerk to the
Board of County Commissioners

By: _____
Deputy Clerk

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY:

_____
Janette S. Knowlton, County Attorney
LR 18-0826 ____

ECONOMIC IMPACT ESTIMATE

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF CHARLOTTE COUNTY, FLORIDA, AMENDING GENERAL ORDINANCES AND SPECIAL ACTS CHAPTER 1-2, ARTICLE VI , SECTION 1-2-186 OF THE CODE OF LAWS AND ORDINANCES OF CHARLOTTE COUNTY, FLORIDA, ENTITLED COMPETITIVE SEALED BID PROCESS TO AMEND THE COMPETITIVE SEALED BID PROCESS BY REPEALING THE LOCAL BUSINESS PREFERENCE FOR COMPETITIVE BIDS; PROVIDING FOR INCLUSION IN THE CHARLOTTE COUNTY CODE; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

PURPOSE: To amend Charlotte County Code to repeal the local business preference for competitive bids submitted to Charlotte County for the purchasing of goods and services.

IMPACT:

This ordinance will amend the Charlotte County Code competitive sealed bid process by removing the local business preference for competitive bids submitted to the County by businesses located in Charlotte, Desoto, and Sarasota counties.

Cost of Implementation:

A. The costs of adopting and implementing the ordinance are projected to be minimal and limited to the administrative cost of conducting public hearing and recording the ordinance.

B. Source of Funds/Ultimate Burden of Costs: The repealing of the local business preference is not projected to require funds or create a cost burden to the County.

C. Effect on Competition and the Employment Market: The repealing of the local preference will allow businesses which are not currently considered “local businesses” under the current code to compete more aggressively to provide goods and services to the County. The effect on the employment market is not known at present.

Benefits on Implementation:

A. The repealing of the local business preference is projected to encourage competitive bidding and enable the County to award bids for goods and services without regard to the location of the business.

Charlotte County Board Of County Commissioners
Agenda Item Summary

Item Number: F - 1.

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1 DEPARTMENT MAKING REQUEST

Purchasing

2 MEETING DATE

3/26/2019

3 REQUESTED MOTION/ACTION

a) Approve ranking of firms for Request for Proposal #19-221, Potable Water Master Plan: 1st - Jones Edmunds & Associates of Sarasota, Florida, and 2nd - Black & Veatch Corporation of Fort Myers, Florida; and
b) Approve start of negotiations with top ranked firm; and
c) Authorize the Chairman to sign the contract upon completion of negotiations. This is for a firm to provide an all inclusive Potable Water Master Plan.

4 AGENDA

5 IS THIS ITEM BUDGETED (IF APPLICABLE) -

Budget Action
No action needed.

Financial Impact Summary Statement
None.

Detailed Analysis Attached -

Budget Officer-

6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)

This is for a firm to provide an all-inclusive document which includes, but is not limited to, historical information and recommended capital improvements necessary for the Charlotte County Utilities Department (CCUD) in providing safe, adequate and reliable service to its existing and future customers. The Potable Water Master Plan will also ensure that CCUD will continue to meet residential, commercial and industrial customer needs, meet federal, state and local regulatory requirements, and provide minimal level of service requirements.

Professional Services Committee members consisting of Bruce Bullert, Engineering Services Manager, CCUD; Chuck Koons, Project Engineer, Public Works; and Roger Warner, Facilities Manager, Facilities evaluated the two submittals. A breakdown of the ranking is attached along with a copy of each of the two proposals submitted.

ATTACHMENTS:

File Name	Description	Upload Date	Type
192214a.pdf	Tabsheet	2/22/2019	Backup Material
19-221_submittal_Jones_Edmunds.pdf	Jones Edmunds submittal	2/22/2019	Backup Material
19-221_submittal_Black_n_Veatch.pdf	Black & Veatch submittal	2/22/2019	Backup Material

CHARLOTTE COUNTY BOARD OF COMMISSIONERS
RFP 2019000221
POTABLE WATER MASTER PLAN
TABULATION SHEET

	Cat I		Cat II		Cat III		Cat IV (total points)				Cat V		Cat VI		Cat VII		Cat VIII		Cat IX		Cat X		TOTAL
	Wt.	10	Wt.	10	Wt.	10	A	B	C	D	Wt.	15	Wt.	23	Wt.	10	Wt.	10	Wt.	1	Wt	1	100.0
	Score	Total	Score	Total	Score	Total	15	20	5	10	Score	Total	Score	Total	Score	Total	Score	Total	Score	Total	Score	Total	500.0
Black & Veatch	3.8	38.0	3.5	35.0	3.7	37.0	0	0	3	10	3.4	51.0	3.8	87.4	3.5	35.0	3.6	36.0	5.0	5.0	4.3	4.3	341.7
Jones Edmunds	3.8	38.0	3.9	39.0	3.8	38.0	15	15	2	10	3.7	55.5	3.9	89.7	3.7	37.0	3.7	37.0	0.0	0.0	3.7	3.7	379.9

**Denotes Minority Business (Consultant and/or Subconsultant)

Categories (Value):

I. Team Proposed (1 - 5)
II. Management Plan (1 - 5)
III. Previous Experience of Proposed Team (1 - 5)
IV. Location/Facilities of Working Office(s)
  A .Length of Time-Local Office (0 - 15)
  B. Location of Local Office (0 - 20)
  C. Personnel Living in Local Prreference Area (0 - 5)
  D. Use of Local SubContractors (0 - 10)
V. Project Control (1 - 5)
VI. Present Proposed Approach (1 - 5)
VII. Recently Accomplished Similar Projects (1 - 5)
VIII. Experience & Capabilities (1 - 5)
IX. Volume of Work (0 - 5)
X. Litigation Involvement (1 - 5)

Total Possible Points: 500

MEMBER SIGNATURE: Bruce R Bullert
Bruce Bullert, Engineering Services Manager, Utilities

MEMBER SIGNATURE: Chuck Koons
Chuck Koons, Projects Engineer, Public Works

MEMBER SIGNATURE: Roger C Warner
Roger Warner, Facilities Manager, Facilities

Date: February 22, 2019

CHARLOTTE COUNTY

POTABLE WATER MASTER PLAN

RFQ NO. 2019000221
DATE 2/13/2019

JonesEdmunds

February 13, 2019

JonesEdmunds
Integrity • Knowledge • Service

7230 Kyle Court
Sarasota, FL 34240
941.358.1440

Senior Division Manager – Purchasing
Charlotte County Administration Complex
18500 Murdock Circle, Suite 344
Port Charlotte, Florida 33948-1094

RE: RFP 2019000221 – Potable Water Master Plan

Dear Members of the Selection Committee:

Charlotte County is committed to providing safe, reliable, and sustainable drinking water to your customers. To maintain this high level of service, Charlotte County must continue to assess your current and projected future potable water system needs and develop a clear plan for implementing system improvements. The County's Potable Water Master Plan must develop a clear roadmap for the future of the County's water system by building on the successes of the County's previous planning efforts and systems improvements while taking a fresh look at how the County can further enhance water quality, improve system operations and efficiency, expand the system to address growth, increase reliability, and provide an integrated approach to water supply.

Selecting the Jones Edmunds team for the County's Potable Water Master Plan is the next step toward developing a plan that will guide the County in achieving:

- Potable water system optimization to maintain a high level of service, improve system efficiencies, and enhance the ease with which the County considers future growth and improvements.
- A well-planned and efficient capital improvement program that is in line with utility funding.
- Continued long-term regulatory compliance and enhanced water quality throughout the system.
- An integrated approach to water supply that optimizes the use of reclaimed water, local and regional water supplies, aquifer storage and recovery, and conservation.
- Trigger-based implementation strategies that allow timely implementation of needed improvements, but also provide the County with the flexibility to adapt the plan as your needs and priorities evolve with customer, regulatory, community, and regional drivers.

Our team – consisting of Jones Edmunds, Johnson Engineering, PRMG, and ASRus – is ready and committed to assisting the County with this Master Plan. Our team offers the County:

- **Proven Commitment to Providing Unrivaled Service**. Jones Edmunds is proud to have been working with Charlotte County for over 14 years and values our long-term relationship with the County. **This relationship is centered on providing proven leadership to the County through proactive and open communication, dedication to delivering your projects on time and within budget, and keeping the County's goals at the forefront.** We have teamed with other proven County partners, each of whom share our commitment to providing

unrivaled service to the County, including **Johnson Engineering and PRMG**. They bring a wealth of knowledge and will help support with water supply/conservation, regional water considerations, and financial analysis and strategies for the Potable Water Master Plan.

- **Trusted Project Team That Has Insight into the County's Water Needs and Can Efficiently Develop Your Plan.** Our team members have been working with the County to assess your water distribution system needs, update your distribution system hydraulic model, evaluate new water supply options, and assess the utility rate structure. In addition, Jones Edmunds developed your Sewer Master Plan that will be leveraged for this plan to **provide consistency in terms of data evaluation and plan development between your Sewer Master Plan and this Water Master Plan**. Our combined experience provides an in-depth understanding of your water system and the regional supply from the Peace River Manasota Regional Water Supply Authority (PRMRWSA). We know what to expect and are prepared to best serve the County in producing this Potable Water Master Plan efficiently and effectively.

- **Strategic Approach for Developing Innovative Solutions to Meet Your Water Needs.** Coupled with our experience and commitment to the County is our strategic approach to developing a comprehensive plan that will serve as roadmap to help guide and support project prioritization and decision-making. Our ability to **integrate data from the plan into the County's GIS system** offers the County seamless communication and access to needed data. Also, throughout the planning process **we will identify ideas that will enhance ease of operations and maintenance; improve reliability, water quality, controls, and monitoring; and optimize energy efficiency.** We will also work collaboratively with the County through workshops and meetings to fully evaluate your potable water needs and determine the most viable, implementable solutions.

We are ready to listen, understand, and serve as your partner in developing a Potable Water Master Plan that meets your short- and long-term goals and supports the County in providing **safe, reliable, and sustainable water service** to your existing and future customers.

We appreciate and look forward to the opportunity to assist you with this project. If you have any questions or comments regarding our qualifications, please contact us at (941) 358-1440.

Sincerely,

Erin Hunt, PE
Senior Vice President/Project Manager

Thomas Friedrich, PE, BCEE
Vice President/Project Principal

PART IV - SUBMITTAL FORMS
PROPOSAL SUBMITTAL SIGNATURE FORM

1.	Project Team Name and Title	Years experience	City of office individual will work out of for this project	City individual's office is normally located	City of individual's residence
	Erin Hunt, PE, Project Manager	22 Years	Tampa	Tampa	Riverview
	Tom Friedrich, PE, BCEE, Project Principal	29 Years	Tampa	Tampa	Indian Rock Bch.
	Harold Bridges, PhD, PE, QA/QC Officer	45 Years	Jacksonville	Jacksonville	Jacksonville
	Jim Elder, PE, WQ Analysis & WS Evaluation	36 Years	Sarasota	Sarasota	Sarasota
	David Yonge, PhD, PE, Project Engineer	3 Years	Tampa	Tampa	Brandon
	Esther Kaufman, PE, Project Engineer	13 Years	Gainesville	Gainesville	Gainesville
	Roberto Rosario, PE, Project Engineer	15 Years	Gainesville	Gainesville	Gainesville
	Lisa Rhea, PE, Sr. Project Engineer	14 Years	Tampa	Tampa	Tampa
	Doug Young, PE, Project Engineer	32 Years	Sarasota	Sarasota	Bradenton

2.	Magnitude of Company Operations	
	A) Total professional services fees received within last 12 months:	$ 27,577,272
	B) Number of similar projects started within last 12 months:	10
	C) Largest single project to date: Pinellas County 110-MGD Water Blending Facility	$ 8,308,344

3.	Magnitude of Charlotte County Projects	
	A) Number of current or scheduled County Projects	12
	B) Payments received from the County over the past 24 months (based upon executed contracts with the County).	$ 1,194,838

4.	Sub-Consultant(s) (if applicable)	Location	% of Work to be Provided	Services to be Provided
	Johnson Engineering	Port Charlotte, Florida	30%	Water Supply Conserv./ Reg. Water Consider.
	PRMG	Maitland, Florida	5%	Financial Assessment
	ASRus	Tampa, Florida	2%	AR/ASR/Reclaimed Water/Water Supply

5. Disclosure of interest or involvement: List below all private sector clients with whom you have an active pending contract and who have an interest within the areas affected by this project. Also, include any properties or interests held by your firm, or officers of your firm, within the areas affected by this project.

	Firm N/A	Address
	Phone #	Contact Name
	Start Date	Ending Date
	Project Name/Description	

NAME OF FIRM Jones Edmunds & Associates, Inc.

(This form must be completed and returned)

6. Minority Business: Yes _____ No _X_
The County will consider the firm's status as an MBE or a certified MBE, and also the status of any sub-contractors or sub-consultants proposed to be utilized by the firm, within the evaluation process.
Comments or Additional Information:

The undersigned attests to his/her authority to submit this proposal and to bind the firm herein named to perform as per contract, if the firm is awarded the Contract by the County. The undersigned further certifies that he/she has read the Request for Proposal, Terms and Conditions, Insurance Requirements and any other documentation relating to this request and this proposal is submitted with full knowledge and understanding of the requirements and time constraints noted herein.

By signing this form, the proposer hereby declares that this proposal is made without collusion with any other person or entity submitting a proposal pursuant to this RFP.

In accordance with section 287.135, Florida Statutes, the undersigned certifies that the company is not on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, and does not have business operations in Cuba or Syria (if applicable) or the Scrutinized Companies that Boycott Israel List, or is not participating in a boycott of Israel.

As Addenda are considered binding as if contained in the original specifications, it is critical that the Consultant acknowledge receipt of same. The submittal may be considered void if receipt of an addendum is not acknowledged.

Addendum No._1___ Dated_2-7-19_ Addendum No._____ Dated_____ Addendum No._____ Dated_____

Addendum No._____ Dated_____ Addendum No._____ Dated_____ Addendum No._____ Dated_____

Type of Organization (please check one):

INDIVIDUAL (_)
PARTNERSHIP (_)
CORPORATION (X)
JOINT VENTURE (_)

Jones Edmunds & Associates, Inc.
Firm Name

941.358.1440
Telephone

941.358.1431
Fax

N/A
Fictitious or d/b/a Name

59-1533071
Federal Employer Identification Number (FEIN)

730 NE Waldo Road
Home Office Address

Gainesville, FL 32641
City, State, Zip

44 Years
Number of Years in Business

7230 Kyle Court, Sarasota, FL 34240
Address: Office Servicing Charlotte County, other than above

Erin Hunt, PE/Sr. Vice President
Name/Title of your Charlotte County Rep.

813.258.0703
Telephone

813.254.6860
Fax

Stanley F. Ferreira, PE/President & CEO
Name/Title of Individual Binding Firm (Please Print)

Signature of Individual Binding Firm

2/11/2019
Date

rferreira@jonesedmunds.com
Email Address

(This form must be completed & returned)

DRUG FREE WORKPLACE FORM

The undersigned vendor in accordance with Florida Statute 287.087 hereby certifies that Jones Edmunds & Associates, Inc. does:
(name of business)

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).

4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.

6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

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

Proposer's Signature

2/6/2019
Date

END OF PART IV

(This form must be completed & returned)

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JonesEdmunds

TAB I.

TEAM PROPOSED FOR THIS PROJECT

I. PROPOSED TEAM

Jones Edmunds is a Florida-based, multi-disciplinary engineering corporation that has been providing quality consulting services to public and private entities in Florida since 1974. Jones Edmunds has over 125 staff members serving clients from offices in Sarasota, Tampa, Titusville, Winter Haven, West Palm Beach, Gainesville, and Jacksonville. Our Sarasota Office will be the Office of Record for this contract. This local office was established in January 2009 and has served Charlotte County for the past 10 years. We have successfully served Charlotte County with utilities services since 2005, having worked specifically on the County's Sewer Master Plan and Potable Water System Hydraulic Modeling support, as well as on past improvements and expansions of the County's utility systems. **Our project successes, excellent working relationships with County staff, and strong commitment to the County will allow us to provide quality, responsive services for your Potable Water Master Plan.**

Overall, Jones Edmunds has worked successfully on a variety of utility projects from master planning, water supply development and permitting and hydraulic modeling, to multi-million-dollar water treatment facilities. Jones Edmunds offers a breadth of technical and regulatory services to assist with the County:

Utilities	Water Resources	Civil/Environmental	Other Services
Water	Water Supply	Transportation	Construction Administration
Wastewater	Water Quality	Stormwater	Sustainability/LEED®
Reuse	Flood Protection	Solid Waste	Cost Estimating
Electrical/I&C	Natural Systems	Environmental Compliance	Public Outreach
Regulatory Permitting	Geospatial Solutions	Deconstruction	Funding Assistance

At Jones Edmunds, quality means more than a quality technical product – it means being responsive to the needs of our clients, providing staff experienced in the specific disciplines required for this project, listening to and understanding the goals and expectations, and communicating throughout each phase of projects to achieve the desired outcome. Because of this exceptional dedication and service, we have developed many longstanding professional relationships with clients who know that they can rely on us. Our reputation has been earned through years of continued responsive and quality service.

I. A Background of Key Personnel

1. Project Manager

Erin Hunt, PE will serve as Project Manager for this contract. As the Managing Director of our Utilities Infrastructure Discipline and a Senior Vice President at Jones Edmunds, Erin is responsible for oversight of all Jones Edmunds projects and staff related to water and wastewater. She has more than 20 years of experience specializing in water-related projects and specifically utility master planning. **Erin will work closely with County staff to understand your needs and vision for the Master Plan** and will be responsible for delivering a comprehensive and integrated Master Plan to the County – on time and within budget**.**

2. Other Key Personnel

Thomas Friedrich, PE, BCEE will serve as the Project Principal. Because of his extensive experience with the County, he will provide project background and historical data relevant the County's system. He will be the main point of contact for the Utilities Department for contract-related issues. Tom has worked with the Utilities Department for the past 14 years in the Engineer of Record and/or Client Services role for utilities-related projects including the peer review for the Peace River Authority CIP. Tom is a Jones Edmunds Vice President and has over 29 years of experience in water and wastewater master planning, infrastructure evaluation, complex treatment facility design, project management, and construction administration.

Erin as Project Manager and Tom as Project Principal will not be substituted without the expressed permission of the County.

Harold Bridges, PhD, PE will serve as the QA/QC Officer for this project. Harold has served as Design Engineer, Project Engineer, and Project Manager on hundreds of water projects throughout Florida. With many years of experience, he is familiar with all aspects of water engineering, including master planning and evaluation, process optimization, upgrades, new plant construction, and development of water systems. His relevant experience includes serving as project and program manager for the major utilities improvements program for the City of Bradenton over the last 40 years.

Lisa Rhea, PE will support all four phases of the Master Plan (research and data gathering, water quality analysis, water system evaluation, and Master Plan document preparation). She will help provide senior-level review for County's Potable Water Master Plan. Lisa was involved in the County's Sewer Master Plan and is leading the efforts for the County's 2018 Annual Report. We will leverage her knowledge of the County's system and needs for this Master Plan. As a former Public Works Director for the City of Oldsmar, Lisa offers a unique perspective and insights to Charlotte County for efficient and cost-effective facility operations and maintenance as well as pragmatic solutions to potable water design and construction.

David Yonge, PhD, PE will play a key role on all four teams for the Master Plan (research and data gathering, water quality analysis, water system evaluation, and Master Plan document preparation). David is a Professional Engineer with expertise in water treatment. **David helped the County with its Sewer Master Plan, which focused on developing and implementing a County-wide septic-to-sewer program.** He led efforts to assess water quality impacts, evaluate alternatives, and finalize the master plan. **In addition, he is the Task Leader for the Potable Water System chapter of the County's Annual Report.** He serves as the Chair of the FSAWWA Region IV Technical and Education Committee and sits on the AWWA Emerging Water Quality Issues Committee.

Esther Kaufman, PE will serve a key role in developing growth and demand projections and hydraulic and water quality modeling. For 13 years, she has supported with developing hydraulic models for various clients including Charlotte County and Sarasota County. In addition, Esther has experience developing operations and maintenance plans, capacity analysis reports, environmental assessments, permitting, and preliminary engineering reports. Esther led the efforts for developing growth and flow projections for the Sewer Master Plan and will leverage this knowledge of your service area for the Potable Water Master Plan.

Jim Elder, PE will help with evaluating the County's Storage, Pumping, and Distribution System and support with Water Treatment and Water Quality and Regulatory for this project. Jim serves as a Project Manager in the Jones Edmunds' Infrastructure Discipline out of our Sarasota office. He has 36 years of experience in mechanical engineering, which includes water transmission, distribution and collection systems; hydraulic, pneumatic and supervisory control systems; and planning projects.

Terri Lowery will lead Public Outreach and Funding strategies for the County's Potable Water Master Plan. She has experience working with clients and technical staff on public involvement programs including developing presentation materials, establishing speakers' bureaus, and interfacing with the media. **Terri worked with the County in developing and facilitating stakeholder meetings and public workshops to educate and gather input for the development of the County's Sewer Master Plan. She also assisted Charlotte County Utilities Department staff with SWFWMD Cooperative Funding and SRF Loan Funding for the Charlotte County East Port Stage 5 Reclaimed Water Improvements.** She is a registered lobbyist and assists with legislative tracking and grant pursuits, obtaining SRF loan funding, organizing and conducting funding workshops, and monitoring and reporting on legislative activities. She is experienced in organizing and coordinating public meetings, media communication, and celebration events for community milestones.

Robert Rosario, PE will assist the team with the demand projections, existing system evaluation, hydraulic modeling, and distribution system water quality analysis. Robert Rosario has over 14 years of experience working with water, wastewater, and reclaimed water system hydraulic modeling and design. **He started working with Charlotte County engineering and operations staff in 2008, developing a revamped hydraulic model from the GIS geodatabase, and led pump station performance and field hydrant flow testing efforts to arrive at a calibrated model that accurately predicts system conditions.** He is working with the County on the Annual Report.

Michelle Hays, MS, PG will support the County with Aquifer Recharge & ASR/ Reclaimed Water/Water Supply Services. She has 15 years of experience in geologic and environmental site assessment services and groundwater modeling support. She served as a hydrogeologist for the feasibility analysis and field exploration for SWFWMD's Flatford Swamp Hydrologic Restoration, which involved completing a conceptual design of a surface water recharge project to recharge the Most Impacted Area (MIA) of the UFA. Jones Edmunds evaluated Southern Water Use Caution Area and the feasibility of recharging potential flows of 30 MGD.

3. Consultants – The following subconsultants are included on the Jones Edmunds Team:

Johnson Engineering was established in 1946 and has more than 100 professionals providing services such as water quality studies, surface water resources, groundwater resources, surveying and mapping, GIS, environmental, land development and planning, transportation, utilities, landscape architecture, and construction engineering and inspection. They are headquartered in Ft. Myers and have a local office in Port Charlotte. ***Role on this Project: Demand Projections, Aquifer Recharge & ASR/Reclaimed Water Water Supply, Water Supply/Conservation and Regional Water Considerations***

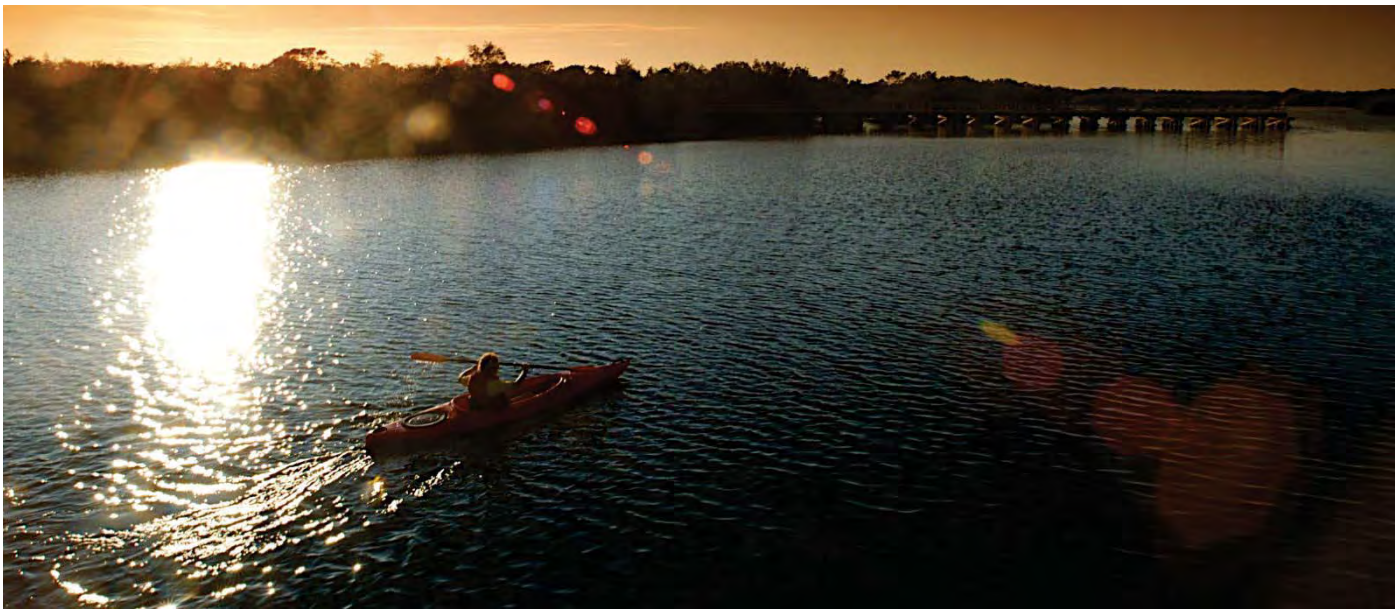
PRMG has been involved in utility rate and financial planning projects with Charlotte County since 1996 and **has prepared comprehensive water and wastewater rate studies for the County since 1996.** The studies included developing a detailed projection of utility customers and service area needs. The financial projections were prepared to evaluate capital improvement funding alternatives and to analyze debt structure alternatives associated with the issuance of senior lien parity bonds for capital needs. In addition to the financial planning component of the studies, the County's water and wastewater rates were redesigned to include incentives for water conservation. PRMG has also assisted the County with developing system connection charges or impact fees, including charges for accrued guaranteed revenues to recover the carrying cost of reserve capacity for new users. They have periodically reviewed the County's miscellaneous service charges to ensure full cost recovery. PRMG also prepares an annual financial forecast update in conjunction with the County's budget process to assess the adequacy of water and wastewater rates to fund the annual expenditure needs and reserves and to evaluate the estimated fiscal position of the utility. The results of the rate studies and annual financial plans are consistently presented in public workshops and have been approved by the Board of County Commissioners. ***Role on this Project: Financial Assessments/Funding.***

ASRus, LLC was formed in 2006 to provide hydrogeological and reuse-related professional services to municipal and industrial clients in Florida. Jones Edmunds has an established working relationship with ARSus on reclaimed water ASR projects in the Cities of Bradenton, St. Cloud, Rockledge, and Oldsmar and a SWFWMD Recharge Well Project for Flatford Swamp. The firm works closely with larger consulting firms to provide oversight and expertise in projects such as ASR, deep injection wells, and water supply development and permitting. ***Role on this Project: Aquifer Recharge & ASR/Reclaimed Water/Water Supply.***

TAB II.

PROPOSED MANAGEMENT PLAN

II. PROPOSED MANAGEMENT PLAN



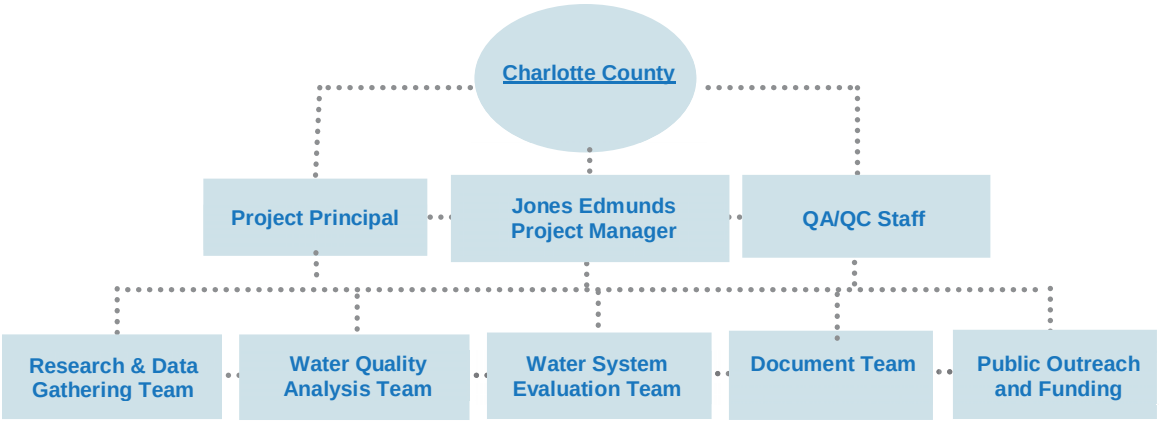
II. A Team Organization

The project team organizational chart in this section outlines the Jones Edmunds team structure. Our team is specifically structured to support the work elements required for the County's Potable Water Master Plan. This includes senior staff and subconsultants with professional experience and expertise to assist in facility and infrastructure recommendations.

Most of our team members have been working together and with the Charlotte County Utilities Department over the past 10 years or longer, so we understand the Department operations, systems, and needs. We have also selected several key local and specialty subconsultants to provide the Utilities Department with the best engineering, communications, and financial consulting team for this project.

Our management team of Erin Hunt – Project Manager, Tom Friedrich – Project Principal, and Harold Bridges – QA/QC will provide the leadership, communication, and focus on quality needed to lead this master planning project.

As shown in the functional diagram below and the attached detailed organizations chart, we have developed our project team organization around the four primary areas of service required to deliver your Potable Water Master Plan. **Our key technical leaders for each primary area of service or team will work under the direction of our Project Manager, Erin Hunt, with assistance from Tom Friedrich, our Project Principal, and include senior engineers with technical expertise in their respective area.**



JonesEdmunds

PROJECT TEAM ORGANIZATIONAL CHART

Charlotte County

Project Principal
Tom Friedrich, PE, BCEE

QA / QC
Harold Bridges, PhD, PE

Project Manager
Erin Hunt, PE

LEGEND
Johnson Engineering
PRMG
ASRus, LLC

Bolded – Résumés Included for Key Personnel

RESEARCH & DATA GATHERING

Demand Projections & Existing System Summary
Roberto Rosario, PE
Esther Kaufman, PE
David Yonge, PhD, PE
Lisa Rhea, PE
Laura DeJohn, AICP
Gary Muller, AICP

Water Supply / Conservation
Erik Howard, PE, PSM
Chris Beers, PE, PSM
Brian Rosenfeld, MS, GISP
Tom Blush

Regional Water Considerations
Tom Friedrich, PE, BCEE
Erik Howard, PE, PSM

WATER QUALITY ANALYSIS

Water Quality & Regulatory
David Yonge, PhD, PE
Jim Elder, PE
Lisa Rhea, PE

Distribution System Water Quality Analysis
Roberto Rosario, PE
Esther Kaufman, PE
David Yonge, PhD, PE

MASTER PLAN DOCUMENT PREPARATION

Lisa Rhea, PE
David Yonge, PhD, PE
Audrey Jimenez, CPSM

WATER SYSTEM EVALUATION

Aquifer Recharge & ASR / Reclaimed Water / Water Supply
Michelle Hays, MS, PG
Erik Howard, PE, PSM
Lonnie Howard, PE
Kim Arnold, PG
Terry Bengston, PG
Mark McNeal, PG

Storage, Pumping, and Distribution
Doug Young, PE
Jim Elder, PE
Robert Rosario, PE
Anthony Holmes, PE
Peter Sims, PE

Water Treatment
David Yonge, PhD, PE
Jim Elder, PE
Lisa Rhea, PE

OTHER RESOURCES

Public Outreach / Financial Assessment / Funding
Terri Lowery
Henry Thomas
Audrey Jimenez, CPSM

The table below presents how our teams will interact and work collaboratively to develop each section of the Master Plan. As this table shows, many of the sections will require coordination between the teams to provide a fully integrated plan. This collaborative effort will provide the County with an integrated plan that leverages the knowledge and expertise of each team while promoting the development of innovative and cost-effective solutions.

	Master Plan Section	Research & Data Gathering Team	Water Quality Analysis Team	Water System Evaluation Team	Document Team	Public Outreach	Financial/Funding
A	Background	✓			✓		
B	Historical Data	✓			✓		
C	Customer and Usage Projections	✓			✓		
D	Potable Water Conservation Program	✓		✓	✓		
E	Irrigation and Reclaimed Water Use	✓		✓	✓		
F	Regional Water Supply Planning			✓	✓		
G	Potable Water Facilities			✓	✓		
H	Potable Water System Expansion			✓	✓		
I	Water Quality Evaluation		✓	✓	✓		
J	Consolidation of Private Utilities/Regionalization	✓	✓	✓	✓		✓
K	Capital Improvement Projects (CIP) Recommendations	✓	✓	✓	✓		✓
L	Funding Options				✓	✓	✓
M	Graphics				✓	✓	
N	Presentations				✓	✓	✓
O	Potable Water System Operation and Maintenance Manual	✓	✓	✓	✓		

As the organizational chart presents, key personnel were assigned to each team based on their experience, system knowledge, and expertise. Our team was assembled to maximize this expertise and to provide efficient and effective delivery of your Master Plan. For example, most of the team members on the Research and Data Gathering Team were involved with the County's Sewer Master Plan, Annual Reports, and Hydraulic Modeling of the distribution system or water supply alternative evaluations.

Team Approach

Our project team organization and overall approach focuses on satisfying the Charlotte County Utilities Department's goals and objectives in a cost-effective and streamlined manner. We believe that doing this maximizes the benefits to the County and requires a team that not only has excellent technical knowledge – but more importantly has a **tremendous amount of institutional knowledge of the County's potable water system, water supply options, and project community growth to help efficiently develop the County's Potable Water Master Plan**. Due to our team's institutional knowledge of your systems, models, GIS assets, and flow projections, we are uniquely qualified because we have **minimal learning curves and will focus our time on meeting your project goals, schedule, and budget objectives**.

As indicated in the previous section, Jones Edmunds will employ key technical experts to lead various portions of the project. These experts will be supported by staff to provide additional support as needed. This approach revolves around a core group of staff who will be involved throughout the project and dedicated to the County until completion. This core group of staff provides the continuity critical to the seamless and efficient coordination of the overall effort.

Complementing this core group of staff is a diverse and broad group of experts who can apply task-specific technical knowledge where it is needed. By taking this balanced approach, we offer the County the personal service you expect from a small company combined with the depth and breadth of knowledge and expertise you expect from a large firm. We believe that the Jones Edmunds team outlined herein offers the County the best of both worlds and will assist the County in developing a master plan that will serve as a roadmap for its potable water program.

At Jones Edmunds, our project teams are tasked with living our mission of improving the quality of life for the people we serve. To fulfill this mission, Jones Edmunds uses an established and proven project management system that includes the following tenets.

Our approach begins with you. This involves continually communicating with the County staff to understand your vision, goals, objectives, and expectations.

Focusing on You: Our approach begins with you. This involves continually communicating with the County staff to understand your vision, goals, objectives, and expectations. We will submit progress submittals as the project moves forward and meet monthly to review progress, discuss, and obtain comments/ feedback. Progress meetings allow for early identification of any potential project hurdles and keep the entire team focused on the deliverables and schedule. We will provide frequent communication via telephone, face-to-face meetings, and email throughout each aspect of the project based on your specific needs and concerns.

Creating the Project Vision: We will start by working with the County to create the vision of the desired end result of the County's Potable Water Master Plan. Defining the project vision will involve meeting with your team. To maximize the usefulness of the meeting, we will develop a draft work breakdown structure and detailed schedule that will facilitate discussion.

Once defined, the project vision will be used to complete the detailed scope of work. We will review the scope of work with your Project Manager to confirm that it meets the project vision. After the scope is accepted by the Utilities Department and Procurement issues a Notice to Proceed, the scope will be used as the basis for the Project Plan.

Planning the Project: With the defined end result and the right team onboard, a specific Project Plan will be created. The Project Plan is the roadmap for how we will work with the Utilities Department to deliver the defined project vision. For planning projects, we use our customized in-house project management software system – Deltek Vision, an industry-leading web-interface software that incorporates all of our business functions including resource management, project management, and accounting. We use Vision for each project – the scope of work and fee, project initiation, detailed task scheduling, staff resource projections, and budget control. Each project plan will include the 1–7 components as shown in the graphic on this page.

Executing the Project: The Project Plan will be updated as needed to respond to your needs. On a weekly basis, we will review the work completed last week, review work to be completed in this week, identify obstacles that have the potential to impact schedule, and determine how to negotiate the obstacles so that the project is not delayed.

QA/QC: Our QA/QC process begins with developing a clear understanding of the scope of work, client expectations, and required level of effort. QA/QC must be performed throughout the project, and if performed effectively, early, and continually throughout a project results in good decisions being made at the right time with an overall increase in efficiency, quality, and client satisfaction.

Résumés

Résumés of our key project team members are provided in this Section as listed in the Organization Chart and discussed under the Proposed Team in Tab I. **These individuals will not be substituted without the expressed permission of the County.**

1
Project Vision

Understand Charlotte County's Vision is Critical

2
Critical Success Factors

Make a Plan to be Successful

3
Risk Elements and Prevention

Identify Risks Early

4
Communication Plan

Establish Type and Frequency

5
QC Team and Milestones

Develop a Team to Review

6
Staffing Plan

Maintain Weekly Projections

7
Schedule

Monitor Tasks and Project Status

ERIN HUNT, PE
PROJECT MANAGER

"Working with Charlotte County to understand its needs and to implement thoughtful solutions that will meet those needs – this is why I do what I do. I enjoy developing trusted relationships with your team, focusing on improving public health for your citizens, and protecting the environment with results that will have positive impacts now and into the future."

As the Managing Director of the Utilities Infrastructure Discipline and a Senior Vice President at Jones Edmunds, Erin is responsible for oversight of all projects and staff related to water and wastewater within Jones Edmunds. In this role, Erin assigns resources, conducts management reviews, completes QA/QC, and serves as the Client Services Lead for water and wastewater projects. Erin's experience includes department management, project management, and planning and design of water and wastewater facilities.

SELECTED PROJECT EXPERIENCE

Sewer Master Plan | Charlotte County | Project Manager: Jones Edmunds' developed and prepared with public input an affordable, reliable, and efficient collection and treatment system plan to address the needs of existing customers while providing for septic system replacements with central sewer for the appropriate areas in the County. Jones Edmunds identified wastewater major transmission and treatment facilities improvements and/or expansions required to provide reliable sewer service for full system build-out and developed a flexible plan that can be phased over time to allow the County to address variable population growth and evaluate available revenues and funding sources.

Annual Reports | Charlotte County | Quality Assurance / Quality Control: Jones Edmunds prepared the 2018 and 2017 Annual Report updates that summarized conditions at the County's water, wastewater and reclaimed water facilities including plants, pump stations, and storage tanks, which is required to satisfy the bond covenant for a licensed professional engineer to verify the quality of CCUD's operations.

Southwest Water Master Plan | City of Leesburg | Project Manager: Erin is leading the efforts to develop a water master plan to address the increased demands in the southwest portion of the City's system. The options considered will include new transmission mains, new treatment facilities, and additional system storage. She is also serving as the Project Manager for updating the City's population and water demand projections in support of a minor modification to the City's CUP.

Water Use Permit Application | City of Bradenton | Project Manager: Erin managed this project to assist the City with renewal of the WUP for the City's surface water withdrawals from the Bill Evers Reservoir. The WUP will include an increase in withdrawals to maximize the use of the City's ASR system.

SWRUSA PRV Assessment and Booster Pump Station | Polk County | Project Manager: Erin led the efforts to evaluate plant outage conditions in Polk County's SWRUSA to determine if modification to the County's existing PRV stations were required to improve system reliability. In addition, as a part of this effort options for a booster pump station were evaluated to improve pressures along a ridge in the service area. Pressure-dependent hydraulic modeling was used for this analysis. Future tasks will include water quality modeling and design of the booster pump station.

AREAS OF SPECIALIZATION:

- Water
- Water Quality
- Master & Facilities Planning
- Project Management
- Client Service
- Resource Management
- Leadership

YEARS OF EXPERIENCE: 22

EDUCATION:

Bachelor of Science (with Honors), 1996, Environmental Engineering, University of Florida

PROFESSIONAL CERTIFICATION:

Professional Engineer, #56792, 2001, FL

THOMAS W. FRIEDRICH, PE, BCEE

PROJECT PRINCIPAL

"I enjoy solving problems and working with Charlotte County staff to listen to and understand your needs and concerns and provide solutions to protect Charlotte County's environment and improve public health and safety for its communities."

Tom is a Senior Consultant/Vice President for the Jones Edmunds Utilities Infrastructure Discipline and has over 29 years of experience in water and wastewater treatment process design, systems evaluation, master planning, and facility project management and construction administration. He has successfully led the evaluation, design, and construction phases of numerous water, wastewater, reclaimed and biosolids engineering projects throughout his career. Tom offers a wealth of knowledge in the evaluation of water quality, water chemistry, and microbiology of water and wastewater systems, as well as an in-depth understanding of plant operations, performance, regulatory compliance and assistance with facility permitting issues. Tom has been the Project Manager and/or Engineer of Record for water and wastewater planning, program, design, and construction projects ranging from 0.10 to 100 MGD.

SELECTED PROJECT EXPERIENCE

Sewer Master Plan | Charlotte County | Client Services: Tom provided senior technical oversight of the project and work product QA/QC, facilitating coordination and multi-level communication between our staff and the client. Jones Edmunds developed and prepared with public input an affordable, reliable, and efficient collection and treatment system plan to address the needs of existing customers while providing for septic system replacements with central sewer for the appropriate areas in the County.

2017 Annual Report | Charlotte County | Quality Assurance/ Quality Control: As the QC and Technical Lead, Tom attended plant site visits, worked with CCUD staff to identify issues, and helped complete the final report. Jones Edmunds prepared the 2017 Annual Report update that summarized conditions at the County's water, wastewater, and reclaimed water facilities including plants, pump stations, and storage tanks, which is required to satisfy the bond covenant for a licensed professional engineer to verify the quality of CCUD's operations.

Water Master Plan | City of St. Cloud | Engineer of Record/Project Manager: Tom is the EOR for the City's Water Master Plan that evaluated the existing water infrastructure and recommend improvements to address water quality issues, and recommend a Capital Improvement Plan. The 9 MGD Wellfield and MIEX WTP No. 4 was the first improvements that Tom provided to remove DOC and Color, lower TTHMs and HAA5, improve water quality and comply with EPA Stage I & II DBP Rules.

City of Bradenton Water Planning | City of Bradenton | Project Principal: Tom provided senior technical leadership for the update of the hydraulic model including a water quality component and planning system improvements to address the aging water system problems. A pipe-scoring model-based methodology was used to develop a pipe replacement prioritization that allows the City to target 'priority-ordered replacement groups' in the most problematic areas.

AREAS OF SPECIALIZATION:

- Master & Facilities Planning
- Water and Wastewater Treatment Process Design
- Water Quality, Water Chemistry and Microbiology
- Regulatory Permitting and Compliance

YEARS OF EXPERIENCE: 29

EDUCATION:

Master of Science, 1992, Environmental Resource and Engineering, SUNYCollege of Environmental Science and Forestry

Bachelor of Science, 1988, Environmental and Forest Biology, SUNYCollege of Environmental Science and Forestry

PROFESSIONAL CERTIFICATION:

Professional Engineer, 61281, 2004, FL

Board Certified Environmental Engineer (BCEE), 01-10041, 2005

HAROLD BRIDGES, PHD, PE

QA / QC

"The greatest reward from my consulting engineering career is the enduring relationships and friendships made while working with many Florida clients and the satisfaction gained from helping them improve their water and wastewater systems to better serve their citizen clients."

Harold has served as Design Engineer, Project Engineer, and Project Manager on hundreds of water and wastewater projects throughout Florida. With many years of experience, he is familiar with all aspects of wastewater and water engineering ranging from evaluation, process optimization, upgrades, new plant construction, and development of reclaimed water systems. His relevant experience includes serving as project and program manager for the major utilities improvements program for the City of Bradenton over the last 40 years.

SELECTED PROJECT EXPERIENCE

Water and Wastewater Rates Review | City of Bartow | Project Manager: Harold reviewed water and wastewater rates to establish rates for FY11–15 for the City. The study established the bulk wastewater treatment charge for treating wastewater from Polk County's Central Regional Utility Service Area at the City's Wastewater Treatment Plant. He presented his final report to the City Council.

Raw Water Main Relocation, US 301 to 45th Street East | City of Bradenton | Project Manager: Harold was the Project Manager for the design, permitting, and construction of this project to relocate a water transmission main through a new development.

East Bradenton Water and Sewer Master Plan | City of Bradenton | Project Manager: Harold prepared projections of water demands and wastewater flows, evaluated system capabilities, and developed and evaluated the alternatives for upgrading facilities.

Water Treatment Plant | St. Johns County | Project Manager: Harold was the Lead Design Engineer and Engineer of Record for the design and construction of a new Bartram Oaks WTP.

Bradenton Reservoir Expansion | City of Bradenton | Project Manager: Harold was the project manager responsible for the water treatment plant re-rate evaluation from 8 to 12 MGD, and oversight on design upgrades for the plant expansion. Harold coordinated the topographic survey and preliminary geotechnical exploration. He also coordinated the preparation of the preliminary design and report.

NE Water Treatment Plant High-Service Pumping System Improvements - Design and Professional Services During Construction | City of Bradenton | Project Manager: Harold served as Project Manager, Lead Design Engineer, and Engineer of Record on this project. He prepared the preliminary design, collected field data, prepared construction documents, and assisted the County during the bidding, contract award, and construction of improvements to the HSP station.

Total Water Management Plan (TWMP) Pipeline Design Segment 6 (Bradley Rd. - Southside to Cortez) | JEA | Task Manager: Harold was the Project Engineer and Engineer of Record for this project that included designing and installing a 24-inch finished water transmission piping system (9,060 linear feet) and 2 inter-tie stations.

AREAS OF SPECIALIZATION:

- Water Processing and Wastewater Treatment
- Water Pumping, Storage, Transmission and Distribution
- Water Resources

YEARS OF EXPERIENCE: 52

EDUCATION:

Doctorate, Sanitary Engineering, Iowa State University, 1970

Master of Science, Sanitary Engineering, Iowa State University, 1967

Bachelor of Science, Civil Engineering, Iowa State University, 1965

PROFESSIONAL CERTIFICATION:

Professional Engineer, 22016, 1975, FL

ESTHER KAUFMAN, PE

DEMAND PROJECTIONS/EXISTING SYSTEM ANALYSIS

"Wastewater Master Planning is my main area of interest. In my projects, I love to create a balanced plan for future wastewater service without sacrificing efficiency. In this way, I know that I am able to use my mechanical engineering skills to better our environment."

Esther is an Engineer for Jones Edmunds' Infrastructure Department. She has played a key role in developing wastewater hydraulic models for various clients. She also has experience with wastewater master planning to project wastewater needs and future facility expansions for public and private entities. Additionally, Esther's expertise includes developing Operations & Maintenance (O&M) performance reports, pollution prevention plans, capacity analysis reports (CARs), environmental assessments, permitting, and preliminary engineering reports (PERs).

SELECTED PROJECT EXPERIENCE

Annual Reports | Charlotte County | Project Engineer: Esther assisted with the wastewater collection system assessments and completed a QC review of the relevant chapter of the report. Jones Edmunds prepared the 2018 and 2017 Annual Report updates that summarized conditions at the County's water, wastewater and reclaimed water facilities including plants, pump stations, and storage tanks, which is required to satisfy the bond covenant for a licensed professional engineer to verify the quality of CCUD's operations.

Sewer Master Plan | Charlotte County | Task Manager: Esther performed modeling and data analyses for incorporation into the Plan to address the needs of existing customers while providing for septic system replacements with central sewer for the appropriate areas in the County.

Sewer Expansion Study | Charlotte County | Project Engineer: Esther performed hydraulic modeling of all County-owned lift stations, transmission mains, and wastewater treatment facilities. She also supported with the development of the County's 20-Year Sewer Expansion Plan.

Hydraulic Model of Water Distribution System | City of Oldsmar | Project Engineer: Esther provided modeling services for this project to augment the existing hydraulic model (previously developed by Jones Edmunds) concentrating on areas of red water complaints within downtown caused by the soft water from the new reverse osmosis water treatment plant. The calibrated model results and collected water quality data have been used to update the construction plans originally created in 2006.

Water/Wastewater Hydraulic Models | Sarasota County | Task Engineer: Esther performed hydraulic modeling of all County-owned lift stations and transmission mains. Jones Edmunds developed and calibrated hydraulic models of Sarasota County's conventional lift station and force main systems. The models included approximately 550 lift stations throughout the County.

Master Plan for Wastewater Collection and Conveyance System and Water System | City of Zephyrhills | Project Engineer: Esther was the technical lead, coordinated with the client for field collection data services, and performed hydraulic modeling and report writing.

AREAS OF SPECIALIZATION:

- Water and Wastewater Hydraulic Modeling
- Pump Station Rehabilitation
- Permitting and Reporting

YEARS OF EXPERIENCE:

12

EDUCATION:

Bachelor of Science, Mechanical Engineering, University of Florida, 2005

Bachelor of Arts, Linguistics, University of Florida, 1999

PROFESSIONAL CERTIFICATION:

Professional Engineer, #74012, 2012, FL

DAVID T. YONGE, PHD, PE

RESEARCH & DATA / WATER TREATMENT / WATER QUALITY & REGULATORY / DOCUMENT PREPARATION

"As an author of the County's Sewer Master Plan and Annual Report, I am familiar with the previous work, staff, local drivers, and facility needs. As engineers, it is rewarding to identify a client's needs and develop solutions for our clients. I am looking forward to the possibility of working on the County's Potable Water Master Plan."

David is a Professional Engineer for the Utilities Infrastructure Department. He currently serves as the Chair of the FSAWWA Region IV Technical and Education Committee and sits on the AWWA Emerging Water Quality Issues Committee.

SELECTED PROJECT EXPERIENCE

Sewer Master Plan | Charlotte County | Engineer Intern: David assisted in developing the environmental ranking and scoring criteria for the project areas and developed CIP implementation sheets. David also served as the primary author of the plan by compiling and merging multiple aspects of technical engineering disciplines and communicating the information in a readable format.

Punta Gorda Sewer Master Plan | Charlotte County | Task Manager: David helped coordinate with the City and reviewed the final Plan before submission. Jones Edmunds assisted the City of Punta Gorda with developing the Plan with a focus on septic-to-sewer conversions.

ASR-2 System Surface Facilities Construction Phase | City of Bradenton | Project Engineer: David reviewed submittals and shop drawings, prepared PCMs and RFIs, and attended progress meetings. He developed the sampling plan and operational protocol for the ASR system and worked with FDEP for permitting requirements. He also assisted in the design of the degasification tower cleaning system. The City needed a potable water Aquifer Storage and Recovery (ASR) system at its water treatment facility at the Evers Reservoir site, so Jones Edmunds provided final design, equipment procurement, bidding, and construction services for its construction.

Corrosion Control Study | City of St. Cloud | Project Manager: David developed a water quality monitoring and collection program to assist the City in determining optimal ranges for water quality parameters and continues to provide consultant engineering expertise for the corrosion control treatment study. Due to increased population, the City became subject to the requirements of a large potable water system and is required to perform applicable corrosion control treatment steps. Jones Edmunds is assisting the City comply with FDEP and EPA requirements.

Miscellaneous Services for Water and Wastewater | City of St. Cloud | Task Manager: David coordinated with City staff on field testing, data analysis and other technical efforts as Jones Edmunds assisted the City with various tasks at Water Treatment Plant #4.

Potable Water Permitting | University of Florida | Project Engineer: David prepared the technical memorandum. Jones Edmunds assisted UF Facilities Services with identifying distribution system operations, maintenance, water quality monitoring, and sampling requirements for their potable water system.

AREAS OF SPECIALIZATION:

- Water
- Water Quality Analysis
- Water Treatment
- Sulfide Treatment
- Conventional Filtration
- Master Planning
- Injection Well/UIC Permitting
- ASR

YEARS OF EXPERIENCE: 3

EDUCATION:

Bachelor of Science, 2011, Civil Engineering, University of Central Florida

Bachelor of Science, 2011, Environmental Engineering, University of Central Florida

Master of Science, 2012, Environmental Engineering, University of Central Florida

Doctor of Philosophy, 2016, Environmental Engineering, University of Central Florida

PROFESSIONAL CERTIFICATION:

Professional Engineer, #85457, 2018, FL

LISA R. RHEA, PE

RESEARCH & DATA / WATER QUALITY ANALYSIS / SYSTEM EVALUATION / DOCUMENT PREPARATION

"I'm excited about supporting Charlotte County with its Potable Water Master Planning needs. Making a difference in a community is very rewarding. The work I do helps create an environment where people want to live, work, and play."

Lisa has 14 years of experience designing and managing public utilities. She has managed and coordinated teams for utility projects including water treatment and distribution, wastewater collection systems, wastewater treatment, reclaimed water distribution, and effluent disposal for Florida municipalities including the Cities of St. Cloud, Dunnellon, Oldsmar, Bradenton, and Clearwater. Lisa has managed daily operations, implemented system improvements, and planned future projects for a City Utilities Department, which include a Reverse Osmosis Water Treatment Plant, Distribution and Collection, and a Water Reclamation Facility. Her understanding of government operations, regulatory compliance, and public perception provide an advantage to project team coordination.

SELECTED PROJECT EXPERIENCE

2017 Annual Report | Charlotte County | Project Manager: As the Project Manager and EOR, Lisa was responsible for overall project coordination and technical accuracy and managing the schedule and the budget. Jones Edmunds prepared the 2017 Annual Report update that summarized conditions at the County's water, wastewater, and reclaimed water facilities including plants, pump stations, and storage tanks, which is required to satisfy the bond covenant for a licensed professional engineer to verify the quality of CCUD's operations.

Sewer Master Plan | Charlotte County | Project Engineer: Lisa's responsibilities as Project Engineer included visiting and assessing the four WRFs, interviewing operational staff, and working with the team to develop treatment plant improvements and expansion requirements based on projected flows.

Reclaimed Water Master Plan | City of Oldsmar | Client Services: Lisa coordinated with the Jones Edmunds team and the City to make sure the project met the City's expectations and played a critical role in project decisions. Jones Edmunds worked with the City on this SWFWMD cooperatively funded project to develop a Reclaimed Water (RCW) Master Plan that developed a hydraulic model for the RCW distribution system, identified new potential customers, determined expansion pipe routing, and prepared preliminary cost estimates for expansion options.

SWRUSA Potable Water Master Plan | Polk County | Project Engineer: Lisa was responsible for assessing lift stations and helping to establish recommended improvements for the wastewater collection system. Jones Edmunds provided Potable Water Master Planning for the Southwest Regional Utility Service Area (SWRUSA) of Polk County Utilities. We provided Master Plan services, including population forecasts for SWRUSA, and developed future water demands from the population forecasts. We also conducted a detailed evaluation of the water supply and distribution systems and the Community Investment Program projects to determine their adequacy to meet these future demands. Evaluations were provided for the short term (the next 2 to 5 years) and the long term (10 to 20 years).

AREAS OF SPECIALIZATION:

- Water and Wastewater Treatment
- Municipal Operations
- Utility Distribution and Collection Systems
- Environmental Engineering
- Design and Operations,
- Regulatory Permitting and Compliance

YEARS OF EXPERIENCE: 14

EDUCATION:

Master of Science, 2004, Environmental Engineering, University of South Florida

Bachelor of Science, 1997, Chemistry Education, University of South Florida

PROFESSIONAL CERTIFICATION:

Professional Engineer, #69210, 2009, FL

ROBERTO ROSARIO, PE

DEMAND PROJECTIONS/EXISTING SYSTEM ANALYSIS/STORAGE, PUMPING, AND DISTRIBUTION

"Ten years ago, I contributed significantly to the development of Charlotte County's water system hydraulic model. Over the years, we have worked with the County on numerous modeling evaluations and depended on the quality of our original work. The opportunity to team up with Charlotte County again on this Potable Water Master Plan is personally meaningful and will be a milestone in our decade of collaboration."

Robert has over 14 years of experience working with water, wastewater, and reclaimed water system hydraulic modeling and design. He started working with Charlotte County engineering and operations staff in 2008, developing a revamped hydraulic model from the GIS geodatabase and leading pump station performance and field hydrant flow testing efforts to arrive at a calibrated model that accurately predicts system conditions. He also performed extensive wastewater system modeling for the County in support of system-wide planning for growth, establishment of hydraulic parameters for the grand master lift station and proposed large gravity interceptors, and simulation of equalization basin effects at East Port.

SELECTED PROJECT EXPERIENCE

Potable Water Distribution Model Update - WO #07 | Charlotte County | Project Engineer: Robert performed all aspects of model calibration and improvements modeling for this project as Jones Edmunds was selected by Charlotte County Utilities (CCU) to update, expand, and calibrate the water distribution model. Charlotte County needs to expand its drinking water distribution service in a logical and orderly manner.

Water Distribution System Hydraulic Model Update | City of Bradenton | Project Manager: Robert served as the project manager for this project, which involved water distribution system modeling and break history analysis. He performed hydraulic and water quality calibrations and developed optimum water main replacement program priority combining failure statistics, hydraulic deficiencies, and water quality deficiencies.

SWRUSA Potable Water Master Plan Update | Polk County | Project Manager: Robert served as the Potable Water Modeler for the project. He updated the previous model to incorporate system improvements and flow projections provided by the client, provided oversight and participated in the field data collection, calibrated the updated model, and used the model to develop a capital plan that will allow the County to provide the desired level of service throughout the planning period.

Integrated Water Resources Plan | St. Johns County | Project Engineer: Robert was a Project Engineer as Jones Edmunds, in conjunction with CDM Smith, developed the County's IWRP, identifying the combination of alternatives projected to best meet the County's multiple objectives for the five inter-connected water treatment and distribution systems (e.g. water quality, water supply, and natural systems). The IWRP will help the County optimize solutions that help achieve multiple objectives, such as developing RSTs to reduce nutrients to achieve a TMDL requirement while providing stormwater harvesting alternatives to the growers that help reduce demands on groundwater supplies.

AREAS OF SPECIALIZATION:

- Hydraulic Modeling
- Water and Wastewater System Design
- Recirculation Pump Station Design, Siting and Analysis
- Water Age Modeling
- Water Quality Modeling
- Lift Station Design
- Water System Flow and Pressure Testing

YEARS OF EXPERIENCE: 14

EDUCATION:

Bachelor of Science, 2004, Mechanical Engineering, University of Florida

PROFESSIONAL CERTIFICATION:

Professional Engineer, #PE72478, 2011, FL

JIM ELDER, PE

WATER QUALITY & REGULATORY/STORAGE, PUMPING, AND DISTRIBUTION

"Finding solutions for real world problems is what I want to do with my life. I enjoy being a part of projects that help make the world better place to live."

Jim serves as a Project Manager in the Jones Edmunds' Infrastructure Discipline in our Sarasota office. He has 38 years of experience in mechanical engineering, which includes water transmission, distribution and collection systems; hydraulic, pneumatic and supervisory control systems; and planning projects. He has experience working in both the public and private sectors.

SELECTED PROJECT EXPERIENCE

State Revolving Fund Loan Application Assistance| City of Tavares | Project Engineer: Jim served as Project Engineer and Jones Edmunds prepared and submitted the SRF Drinking Water and Clean Water Loan Applications for the City of Tavares Lake Frances Infrastructure Improvements project.

Water Use Permit Application | City of Bradenton | QA/QC: Jim helped with permitting and served as QA/QC on this project, which was closely coordinated with the City's Reclaimed Water Recharge Well Project.

General Services Water | City of Bradenton | Project Engineer: Jim serves as a Project Engineer on these projects. Jones Edmunds provides annual General Services on an as needed basis for the City in the areas of Water, Groundwater Monitoring, Wastewater, and Roadway Services.

Utility Department Construction Specifications Manual Update | City of Tavares | Project Engineer: Jim served as a Project Engineer. Jones Edmunds assisted the City Utility Department with updating the Construction Specification Manual (CSM). The CSM establishes the City's minimum standards for design, construction, and inspections of utility projects. With the CSM, the City can move forward with a more standardized and easier to operate and maintain potable water, wastewater, and reclaimed water systems.

***Interconnection of Bocilla Utilities and Knight Island Utilities | Englewood Water District | Project Engineer:** Jim served as a Project Engineer and provided design, permitting, engineering, project management, construction inspection and certification for 8400 lineal feet of 8" HDPE, HDD interconnect water main on Placida Road. The design required hydraulic modeling of the proposed system, generation of specifications generation of bid packages, contractor choice recommendation and remote supervisory control for the booster pumping station. This project also required generation and analysis of construction cost, operation for loan documentation and providing payment certification to lender for draws. It required permits from ACOE, ERP and DEP.

***Hydraulic System Modeling | Pasco County | Project Engineer:** Jim served as a Project Engineer on this project. Pasco County's water system to determine water age, flow capacity, identify low pressure zones and methods to alleviate such as system looping, upsizing piping or installation of booster pumping systems for the existing systems and utilizing existing platted densities in undeveloped areas ensure that the lines that would service those areas were either currently sized correctly or upgrades were included in the CIP to accommodate future growth.

*** Project completed with a previous firm.**

AREAS OF SPECIALIZATION:

- Water Transmission and Distribution Systems
- Hydraulic Systems
- Mechanical Engineering
- Supervisory Control Systems
- Pneumatic Systems
- Project Management

YEARS OF EXPERIENCE: 38

EDUCATION:

Bachelor of Science, 1979, Mechanical Engineering, University of Florida

PROFESSIONAL CERTIFICATION:

Professional Engineer, #PE43927, 1991, FL

DOUGLAS R. YOUNG, PE

STORAGE, PUMPING, AND DISTRIBUTION

"I enjoy problem-solving and view engineering as the process of solving problems to enhance our quality of life. I especially enjoy working on projects from concept through construction to meet the objectives of our clients. I look forward to supporting Charlotte County with its Potable Water Master Plan."

Doug is a Project Engineer in Jones Edmunds' Utilities Infrastructure Department. He is a Professional Engineer with over 30 years of experience in water and wastewater utility planning, design, permitting, and construction-phase services. Projects include water and wastewater treatment plants, pump stations, and pipelines. Doug serves our clients as Senior Engineer and Engineer of Record leading the design efforts including plan and specification development, design schedule, quality, and client coordination.

SELECTED PROJECT EXPERIENCE

King Street and Shircliff Way Water Main Replacement | JEA | Engineer of Record: Doug is the EOR for the project. He is designing the water main improvements, coordinating with subconsultants, and was responsible for the permitting efforts. He is also responsible for developing the cost of opinions and analysis data required by JEA.

Reclaimed Water System Improvements at the Bradenton WWTF | City of Bradenton | Task Manager, Project Engineer: Doug served as the Engineer of Record and led the design effort for the project. To provide greater pumping capacity and more reliable service to the reclaimed water customers of the City of Bradenton, Jones Edmunds prepared contract documents and provided construction services to modify the reclaimed water system at the City of Bradenton WWTF.

Water Main Improvements | City of Bradenton | Project Engineer: Doug served as the Senior Engineer/Engineer of Record for the project leading the design effort including plan and specification development, EOPCC, design schedule, quality, and client coordination. Jones Edmunds designed and provided construction administration for the new water main. The work is generally described as construction of approximately 5,145 linear feet of 6-inch PVC water main by open cut method, including valves, fittings, fire hydrants, new water services to existing meters, trench asphalt pavement removal and replacement, abandonment of existing water mains, disinfection, testing, and other appurtenances and materials required for a complete and operable system as accepted by the Owner.

Downtown Water Main Design | City of Oldsmar | QA/QC: Doug completed the technical QC of the project documents as Jones Edmunds developed bid drawings and specifications for replacing galvanized steel piping and for installing reclaimed water mains in Downtown Oldsmar. Before the economic downturn, a portion of the project was constructed and the rest was left to be constructed later. We provided professional engineering services to update the 2008 design to complete the replacement of the galvanized steel piping and expand the reclaimed water system. We are now providing construction administration services.

AREAS OF SPECIALIZATION:

- Water Treatment & Distribution
- Master Planning
- Pump Stations

YEARS OF EXPERIENCE: 32

EDUCATION:

Bachelor of Science, 1987, Civil Engineering, University of South Florida

PROFESSIONAL CERTIFICATION:

Professional Engineer, #44204, 1991, FL

MICHELLE R. HAYS, MS, PG

AQUIFER RECHARGE & ASR/RECLAIMED WATER/WATER SUPPLY

"From my field days overseeing borings and collecting soil, water quality, and aquifer test data, my focus has been water resources. Charlotte County has good reason to care about the water resources for the communities they serve. I will bring my expertise and understanding of the area's hydrogeology to support the County with its Potable Water Master Plan."

Michelle has extensive experience providing geologic and environmental site assessment services and groundwater modeling support. She has experience performing rapid site assessments, geologic field investigations, and field sampling. Michelle has experience reviewing Phase I reports and developing Phase II sampling plans and preparing Contamination Assessment Reports. She is also an expert in the development of hydrologic models including contamination fate and transport simulations.

SELECTED PROJECT EXPERIENCE

Southwest Regional Utility Service Area (SWRUSA) Potable Water Master Plan Update | Polk County | Project Scientist: Michelle served as Project Scientist. Jones Edmunds performed an update of the comprehensive master plan that it previously created for the County. The project included obtaining and analyzing existing County data; developing and implementing a field-testing plan; conducting site visits to all major facilities; developing system demands; updating the hydraulic models, running model scenarios, calibrating the models, and identifying issues within each system; evaluating existing permit conditions and future regulations; and generating a Capital Investment Program list.

Groundwater Recharge Investigation | Polk County | Hydrogeologist: Michelle collected and analyzed field data and assisted in the development and calibration of a subregional groundwater flow model to evaluate the beneficial recharge potential of land application through RIBs. Field studies included well installations, pump tests, a load test, and an UFA performance test.

Feasibility Analysis and Field Exploration for Flatford Swamp Hydrologic Restoration | SWFWMD | Project Manager: Jones Edmunds completed a conceptual design of a surface water recharge project to recharge the Most Impacted Area (MIA) of the UFA. The Jones Edmunds evaluated Southern Water Use Caution Area. The project evaluated the feasibility of recharging potential flows of 30 MGD.

Cycle Testing and Permitting Assistance | City of Bradenton | Task Manager: Michelle served as a Task Manager and helped the City of Bradenton develop a potable water aquifer storage and recovery (ASR) system as an alternative supply to meet its long-term water supply needs and provide water supply drought protection. The ASR provide seasonal storage and recovery of water to augment dry-season demands and emergency storage to augment supply when raw water diverted from the Bill Evers Reservoir is inadequate or unavailable.

Marion Oaks WTP #4 Well & Surface Facilities | Marion County | Task Manager: Michelle served as Task Manager and helped to complete a portion of the design. Marion County has been experiencing capacity issues with the existing potable water well at Marion Oaks WTP #4. Jones Edmunds design consists of installing a new potable water well, a new pump, and additional piping that will connect to the existing influent piping for the existing ground storage tank.

AREAS OF SPECIALIZATION:

- Hydrogeological Investigations
- Environmental Site Assessments
- Water Supply Development
- Contamination Evaluations
- Preparation and Implementation of Groundwater Monitoring Plans
- Groundwater Flow Modeling
- UIC Permitting

YEARS OF EXPERIENCE: 15

EDUCATION:

Master of Science, 2004, Geological Sciences/Igneous Petrology, University of Florida

Bachelor of Science, 2001, Environmental Studies-Earth Sciences, University of Nebraska

PROFESSIONAL CERTIFICATION:

Professional Geologist, #PG2676, 2011, FL

TERRI R. LOWERY
PUBLIC OUTREACH/FUNDING

"I enjoy working with Charlotte County's staff to support with funding strategies that help the County successfully achieve its goals. Working together to proactively communicate project elements and listen to stakeholders' concerns, we can develop solutions that best meet your short- and long- term needs."

Terri is a Sr. Vice President and Managing Director with Jones Edmunds. She has more than 30 years of experience working with clients and technical staff on project funding strategies and public involvement programs. She is a registered lobbyist and also assists with legislative tracking and grant pursuits, organizing and conducting funding workshops, and monitoring and reporting on legislative activities. Terri is also experienced in organizing and coordinating public meetings, media communication and celebration events in support of community milestone projects including developing presentation materials, establishing speakers' bureaus, organizing and conducting public meetings, and interfacing with the media.

SELECTED PROJECT EXPERIENCE

Sewer Master Plan | Charlotte County | Public Information Specialist: Terri worked with the technical team and County to prepare numerous BOCC presentations and the initial public meeting as the County evaluated how a septic-to-sewer program would be implemented in the County. Jones Edmunds' developed and prepared with public input an affordable, reliable, and efficient collection and treatment system plan to address the needs of existing customers while providing for septic system replacements with central sewer for the appropriate areas in the County.

Regional Water System and RO Water Treatment Plant | Putnam County | Client Services/Funding Specialist: Terri served as client liaison working closely with the County Administrator as well as the funding specialist for the project, which involved five different funding sources. She also negotiated user rates and a contract with the Department of Corrections.

110-MGD Water Blending Facility | Pinellas County | Public Information Specialist: Terri attended meetings and educated the public about the status of this project. Jones Edmunds designed a phased approach to implement a water quality blending, attenuation, and chemical treatment facility to improve water quality problems in the Pinellas County Water System after conversion to chloramine disinfection.

Total Water Management Plan (TWMP) Pipeline Design Segment 6 (Bradley Rd. - Southside to Cortez) | JEA | Client Services: Terri served as client liaison working closely with JEA as Jones Edmunds completed the engineering design of approximately 9,000 linear feet of potable water main for JEA's Total Water Management Plan (TWMP) project, as part of JEA's SJRWMD Consumptive Use Permit (CUP).

Alternative Water Supply Facilities Master Plan | JEA | Client Services: Terri served as a liaison to JEA as Jones Edmunds developed an Alternative Water Supply (AWS) Master Plan that identified the proposed facilities and non-traditional water sources that JEA will develop to provide water supply within the JEA service area when such sources are needed to supplement groundwater and reclaimed water use.

Lake Frances Water & Sewer System Upgrades and Lift Station 49 Improvements - SRF Facilities Plan | City of Tavares | Client Services: Terri coordinated directly with the City of Tavares and FDEP SRF to make sure all requirements were met and the project was approved.

AREAS OF SPECIALIZATION:

- Community/Public Relations Programs
- Legislative Coordination and Support
- Funding and Legislative Workshop Coordination
- Presentation Materials
- Marketing Research
- Promotional Activities
- Communication Media Development
- Community Event Coordination

YEARS OF EXPERIENCE: 33

EDUCATION:

Bachelor of Science, 1986, Business Administration/Marketing, University of Florida

ERIK HOWARD, P.E., P.S.M.

Professional Engineer

ehoward@johnsoneng.com
239.461.2441

Years Experience

16 years

Licensing & Registration

Florida Professional Engineer, License No. 66574

Florida Professional Surveyor and Mapper, License No. 6959

State of Florida Certified General Contractor, License No. CGC1517855

State of Florida Certified Electrical Contractor, License No. EC13005228

State of Florida Certified Plumbing Contractor, License No. CFC1428169

State of Florida Water Well Contractor, License No. 7278

Leadership in Energy & Environmental Design Accredited Professional (LEED AP)

Education/Training

Master of Engineering, Hydrological Sciences Concentration, (2003), University of Florida

B.S. in Civil Engineering (2002), University of Florida

Civic

Former Charlotte County Construction Industry Licensing Board Chairman

Former Murdock Village CRA Advisory Committee Chairman

Erik joined Johnson Engineering in 2003. Erik earned both his Master of Engineering and Bachelor of Science in Civil Engineering degrees from the University of Florida. As an engineer, surveyor, general contractor, plumbing contractor and electrical contractor, Erik is familiar with both the technical and construction side of projects. Erik's experience as an engineer includes groundwater modeling, hydraulic pipe modeling, data analysis, utility design, directional drill layout and design, well design, pump station design, treatment facility design, stormwater design, permitting, certification and construction administration. He routinely prepares specialized plans and specifications for projects that require an 'out-of-the-box' approach. Erik's technical background and practical experience allows him to handle most any unique circumstance.

Relevant Experience

- **Collier County Storm Water Department, Lasip Pump Station** - Designed and provided construction observation services for a 34 MGD surface water pump stations. The pump station consisted of two 12,000 gpm pumps used to rehydrate wetlands from an adjacent bermed canal. The pump station included two 5'x10' box culverts along with a 30-inch diameter discharge piping.
- **Lee County Utilities, Green Meadows Water Treatment Plant Expansion** - Engineer of Record for design and permitting (FDEP ERP, FDEP PWS, USACE, FWC, FDEP UIC) of a wellfield expansion for the Lee County Utilities Green Meadows Water Treatment Plant Expansion. The project entailed evaluation of 27 existing wells within the Surficial and Sandstone aquifers, design of six Floridan aquifer wells, two deep injection wells, two dual zone monitor wells, 60,000 feet of pipeline, and a five mile long road.
- **Lee County Utilities, Corkscrew 5 MGD Wellfield Expansion** - Design, permitting, and construction observations services for 30,000 feet of raw water main and 24 water wells. Regulatory agencies involved in this project include, FDEP, SFWMD, USACOE, Lee County, DOH, and US Fish and Wildlife. Erik assisted with the design, permitting and specifications for the project. Erik was the engineer of record for construction administration services and project certification.
- **Charlotte County Utilities, Loveland Master Pump Station** - Project engineer for 12 MGD headworks pump station. The project included six pumps and two 30 feet deep wetwells to serve the Eastport Water Reclamation Facility.
- **Town and Country Utilities Preliminary Utility Master Plan** - Services included cost estimating, conceptual potable wellfield design, conceptual irrigation wellfield design, conceptual wastewater and water conveyance system design and treatment technology evaluation to serve 19,500 residential units.
- **Lee County Utilities Operation Center -** Project engineer for the overall project, overseeing the design professionals including the architect, MEP engineer and structural engineer for the project. The 44,000 SF building includes is on a former dump and requires a pile support system with a minimization of groundwater and surface water disturbances.
- **Lee County Utilities, Corkscrew Wellfield Fiber Optic Upgrade** – Project manager and Engineer of Record for Design, permitting, and construction inspection services for converting 24 wells from radio communication to fiber optic communications. The project included installation of conduit and 60,000 feet of fiber optic cable. The construction cost for this project was $3,325,424.
- **Lee County Utilities, Pinewoods Water Treatment Plant (WTP) Nanofiltration (NF) Wellfield Electrical Upgrade** - Project manager and lead CEI engineer for contractor oversite of converting the wellfield power to 480V from 230V. The project includes converting 11 duplex well sites with new power, control panels and fiber optic cable communication.
- **City of Fort Myers, Eastwood Golf Course Reuse Lake -** Designed and provided construction inspection services for an 1,800 gpm irrigation pump station, 1,700 gpm emergency surface water pump station and a geo-textile membrane lined pond.
- **Hendry County, Airglades WWTP Facility Expansion** - Engineer of Record for increasing the capacity of the wastewater treatment and disposal system.

CHRISTOPHER BEERS, P.E., P.S.M.

Port Charlotte Branch Manager

cbeers@johnsoneng.com
941. 625.9919

Years Experience

24 years

Education/Training

MBA (2003), Indiana University

B.S. Civil Engineering (1994), Brigham Young University

Licensing & Registration

Florida Professional Engineer, License No. 64594

Florida Professional Surveyor & Mapper, License No. 6664

Indiana Professional Engineer, License No. 1000003 59

Utah Professional Engineer, License No. 276397-2202

Kentucky Professional Engineer, License No. 24118

Kentucky Professional Surveyor, License No. 3744

Professional Affiliations

Florida Engineering Society
President, Myakka Chapter

American Society of Civil Engineers

Peace River Engineering Society

Member, Enterprise Charlotte Economic Council

FES Myakka Chapter Member

Chris joined Johnson Engineering in 2006 and is the branch manager of our Charlotte County office. His relevant experience includes years of managing civil engineering projects of all scopes and scales, including stormwater, utilities, transportation, aviation, and land development for both public and private clientele. During his time in Port Charlotte, Chris has provided leadership for several Charlotte County capital projects including stormwater, parks and transportation projects. He can take a project from conception to as-built performing or managing the multiple disciplines needed to bring a project together. He has a diverse background in permitting and agency (Federal, State and local) compliance. He has represented projects and clients in a variety of public processes and led community involvement in meetings. He is a Charlotte County resident living in Deep Creek.

Chris' relevant computer skills include MS Project, Land Development Desktop (CAD), Civil3D, WaterCAD, AdICPR, Microsoft Windows, Office, Excel, Power Point and Microsoft Word. Chris also has many years of surveying experience.

Relevant Experience

- **O'Donnell Regional Park – Baseball Field Addition, Port Charlotte -** Project manager new NCAA Division I Baseball Field addition. Included SWFWMD, Charlotte County, CCU permitting. Currently in construction, to be completed for Big Ten NCAA Baseball Tourney to begin Feb 2012.
- **O'Donnell Regional Park Phase 2, Port Charlotte -** Project manager for 83± acre regional park for the Charlotte County Parks Department; facilities include softball, baseball, soccer, frisbee golf, lake system, etc.
- **Oyster Creek Regional Park, Englewood -** Project engineer for this 200 acre regional park for the Charlotte County Parks Department; facilities include football, modern skateboard park, cricket, passive trail system, public swimming pool, etc.
- **Elkcam Waterway Bridge on US 41 Access Roads, Charlotte County -** Project engineer for survey, design and permitting for both access road bridges for the civil portions of projects. Was member of design/build team, started project in March 2011 and began construction in July 2011 with all permits acquired. Now in construction.
- **Bermont Road (C.R. 74) Box Culvert Replacement (FDOT Bridge #010010)** – Project manager and member of three engineering firm design/build team on this roadway project. Specific tasks included 7.5+ miles of roadway survey, all environmental aspects of the project, design/permitting of box culvert replacement including drainage, dewatering, MOT, public utility relocation, private utility coordination, FDOT, SWFWMD, FDEP and local permitting.
- **Year 3 Sidewalks, Charlotte County -** Project manager for survey, design and permitting for 13 sidewalk locations within Charlotte County comprising of 15.2 miles of 8' sidewalk. The design is in various stages of progress.
- **2011 Storm Structures Series, Port Charlotte -** Project manager for the survey, design and permitting of six storm structures within Greater Port Charlotte. The design for these is about at the 30% stage with all survey/SUE work complete and first reviews complete. All will be certified as FDOT inventory bridges.
- **Year 1 Sidewalks, Charlotte County -** Project manager for survey, design and permitting for six sidewalk locations within Charlotte County comprising of 5.5 miles of 6'-8' sidewalk. Construction has commenced on 5/6 sidewalks.
- **2009 Storm Structures Series, Port Charlotte -** Project manager for the survey, design and permitting of four storm structures within the Little Alligator Creek Basin. Two of these structures are on Peachland Boulevard, one is on Quesada Avenue and one on Kenilworth. All are designed are certified to be new bridges on the FDOT inventory. All projects have sidewalks and are ADA compliant. Two are completed and 2 are in construction.
- **Greater Port Charlotte Group 3 Storm Structures -** Project manager and engineer-of-record for completion on five of the 12 structures within the canal and waterway system for Charlotte County Public Works.

Mark B. McNeal, PG

Mr. McNeal is **Chief Executive Officer** for **ASRus, LLC**. Mr. McNeal has 34 years of experience in hydrogeologic investigations in Florida, including project management of ASR, deep well injection, reuse, and water supply projects; design and permitting, well construction inspection; data analysis; geophysical logging and interpretation; aquifer pumping test design and analysis; system startup; well rehabilitation activities, mechanical integrity testing, and operational cycle testing. He is well known with FDEP and EPA Region IV for unique approaches and strategies in UIC permitting.

Representative Reclaimed Water ASR/Recharge Projects

Englewood Water District, Reclaimed Water ASR – Mr. McNeal has been involved in all aspects of EWD's ASR program, from inception to operational testing. He helped EWD receive the first operating permit issued in FL for reuse ASR, and accepted a national award from the WateReuse Association on behalf of EWD.

Manatee County, Reclaimed Water ASR – Mr. McNeal was the Senior Hydrogeologist for a project to evaluate and implement a reclaimed water ASR program. Mr. McNeal provided significant input into the permitting of the initial reclaimed water ASR well in the County. He continues to support the County's reclaimed water ASR program, recently assisting with permitting activities to resume cycle testing at this site.

Lee County, Reclaimed Water ASR – Mr. McNeal is a Senior Hydrogeologist for a project to evaluate and implement a reclaimed water ASR program at the County's Fort Myers Beach and Fiesta Village WWTPs. Mr. McNeal was responsible for the permitting of this reclaimed water ASR well. Construction of the system began in January 2019.

City of St. Cloud Class V Injection System – Mr. McNeal is part of a team responsible for designing, permitting, and constructing a Class V injection well at the City of St. Cloud Southside WWTP to recharge excess reclaimed water in the LFA. The well was designed to be constructed to a depth of over 3,000 feet to find a suitable recharge zone for the City's public access quality reclaimed water. Recharge began in 2017.

Polk County Reclaimed Water ASR – Mr. McNeal assisted the County with demonstrating feasibility of reclaimed water ASR at the County's Northwest WWTP. Due to the extended depth of fresh water at this site, the ASR system is designed to utilize the LFA to a depth of 2,944 ft, the deepest ASR well worldwide. Considerable hydrogeologic data were collected throughout the LFA. The ASR well was constructed under Mr. McNeal's direction. The County received FDEP authorization to begin cycle testing which began in October 2014.

City of Bradenton Aquifer Recharge – ASRus is the prime consultant providing permitting, design, and construction services for a Class V reclaimed water aquifer recharge well at the City's WWTF. This well is expected to begin construction in 2017.

Hillsborough County Aquifer Recharge System – Mr. McNeal has been actively working with the County since 1994. He represented the County in 1995 when approaching FDEP about storing the County's highly treated reclaimed water in a brackish aquifer. The outcome of this meeting resulted in aquifer recharge and ASR programs in Hillsborough County and throughout Florida. He has had active roles in the County's recharge projects including SHARP, SHARE, NHARP, and various reclaimed water ASR projects.

City of Tampa TAP and ASR –For the Tampa Augmentation Project (TAP), Mr. McNeal developed a concept to recharge into the Avon Park Fm and recover from a shallower zone up to 20 mgd of highly treated reclaimed water as indirect potable reuse for the City. He is currently leading the aquifer recharge portion of the feasibility study underway. Mr. McNeal has been involved with the City's Rome Ave Park ASR program since 1989.

Other Key Reclaimed Water ASR/Recharge Projects: Leesburg (Feasibility Study); FGUA Captiva Island (recharge) and North Ft. Myers (Alternatives Analysis); City of Deltona (Alternatives Analysis).

Education

- B.S., Geological Engineering, Brigham Young University, 1984

Professional Registrations

- Professional Geologist: Florida (#1231)

Years Professional Experience

- 34 years

Years with ASRus

- 13 years

HENRY L. THOMAS

Technical Specialties:
Business/Strategic Plans
Cost of Service and Rate Studies
Bond Financing
Wholesale Service Rates
Contract Negotiation
Utility Acquisitions
Development Fees
Municipal Impact Fees

Years of Related Experience:
Firm: 24
Total: 40

Education:
B.S.B.A., Economics
University of Florida, 1977

Professional Affiliations:
- Florida Government Finance Officers Association (FGFOA)
- American Water Works Association (AWWA)

Awards:
- AWWA Management and Leadership Division's 2013 Best Paper Award

Applicable Work Experience

Mr. Thomas has over forty (40) years of experience in the areas of utility rates, economics, planning, and finance. He is responsible for providing a wide-range of economic, financial, and business management services including rate studies, financial planning, resource planning and customer demand forecasting, capital funding analyses, economic feasibility studies, valuations, contract negotiations, expert testimony, and preparation of feasibility studies in support of tax exempt revenue bond financing.

Cost of Service and Utility Rate Studies

Mr. Thomas has directed utility rate studies for electric, gas, water, wastewater and solid waste utility systems. These studies include evaluation of revenue requirements, cost of service analyses, retail and wholesale rate design, impact fees and miscellaneous service charges, and development of rate administrative policies.

Financial and Economic Feasibility Studies

Mr. Thomas has directed economic and financial feasibility studies associated with the issuance of long-term indebtedness and project feasibility. Representative project experience includes:

- Development of financial projections, official statements, certificates of compliance, additional bonds test certificates and other services associated with issuance of long-term indebtedness and project feasibility.
- Development of project feasibility analyses to evaluate customer and territory swaps, wastewater treatment facilities, water supply resources, reclaimed water systems and regional irrigation projects.

Expert Testimony

Mr. Thomas presented testimony as an expert witness before the following regulatory jurisdictions:
State of Indiana Public Service Commission - IURC Case No. 41118, Wholesale Transmission Rates; State of Indiana Public Service Commission - Docket No. 40115, Wholesale Rates; Virgin Islands Public Service Commission - Docket No. 345, Tax Exempt Bond Issue; Virgin Islands Public Service Commission - Docket No. 481, Water Rates; Circuit of Cass County, State of Michigan - Case No. 97-879-CK, Capital Credit Allocation; State of Florida, Division of Administrative Hearings - Case No. 98-0449, Charlotte County Comprehensive Plan; State of Florida, Public Service Commission – Miami Corporation Utility Certification; Circuit Court of Okeechobee County, Florida – Testimony on behalf of the Okeechobee Utility Authority.

Charlotte County, FL Experience

Mr. Thomas has served the Charlotte County Utilities since 1996 providing utility rate, financial planning, and management consulting services to the County's water and wastewater systems. As part of this ongoing engagement Mr. Thomas has directed comprehensive water and wastewater rate studies, bond feasibility studies, utility valuations, impact fee studies and assisted in the development of water conservation rates and utility expansion policies and the evaluation of wholesale rate issues related to the Peace River/Manasota Water Supply.

TAB III.

PREVIOUS EXPERIENCE OF THE PROJECT TEAM

III. PREVIOUS EXPERIENCE

The Jones Edmunds team has extensive master planning experience. The table below provides an overview of some of our team's experience with these types of projects. More detailed project descriptions for a few key projects are provided in Tab VII of our proposal. In addition, further discussion of our experience and capabilities is provided in Section VIII of our proposal.

Potable Master Plans Prepared	Results Recommended
Charlotte County *Water System Planning & Improvements*	We provided CCUD with a water system report and recommendations to prioritize projects and evaluate the options to reconfigure the system to optimize the operation of existing facilities as improvements to the system are accomplished and new facilities are placed in service. Hydraulic modeling assessments included establishing the design range for the Myakka Booster Pump Station, recommending improvements to meet fire flow requirements, and developing strategies to provide back-up water supply in the event of loss of the PRMRWSA supply. Jones Edmunds also prepared the Annual Report, which included an evaluation of the existing systems, outlined system conditions, and recommended improvements. The report provides CCUD staff with a tool for tracking facility operational status, planning capital improvement projects, and tracking major events.
City of Bradenton *Water Facilities Planning & System Improvements*	The Master Plan helped the City prioritize capital improvement projects including expansion of the City's surface water supply reservoir, a new surface water treatment plant, water transmission and distribution mains, and a potable ASR program with degasification technology to mitigate arsenic issues during aquifer storage. Hydraulic modeling was used to evaluate distribution system operations and to develop a plan for prioritization of aging water main replacements throughout the City's system. These recommendations have provided significant savings for the City, improved overall system operations, and reduced water main breaks. Jones Edmunds is assisting the City with obtaining a 30-year water use permit for increased supply to fully optimize the use of their potable water ASR system to store 800 million gallons.
City of St. Cloud *Water Evaluation Report, Water Master Plan and Wellfield Siting Study, Design and Permitting*	The Water Evaluation Report identified immediate source and distribution water quality concerns and pending regulatory compliance issues. The Water Master Plan developed immediate and long-term water system planning (10 year and 20-year), evaluated staffing needs, and provided hydraulic modeling evaluating the distribution system expansion needs. We analyzed current and future population projections, water demands, and fire protection requirements. Jones Edmunds also identified needed water treatment plant needs to meet pending regulatory requirements and determined their respective phasing (implementation) plan. The final Master Plan report recommended the development of a new 12-MGD wellfield to improve source water quality and meet growth for the next 20-years and the design and construction of a new 9-MGD Magnetic Ion-Exchange (MIEX®) WTP to remove dissolved organics, color, and hydrogen sulfide from the Floridan aquifer groundwater to meet the EPA Stage I & II DBP Rules. We prepared a preliminary opinion of probable construction costs and total project costs for the water treatment plant improvements and well field expansion, which was a $20-million total project cost. A well field siting analysis, water use permit, and design were conducted for the new 12-MGD groundwater wells. The overall Water Master Plan develop a 10-Year CIP with $40 million of water system improvements to address growth, improve water quality, and address aging infrastructure.
Pinellas County *Water Quality Study, County-wide Hydraulic Model, Water Distribution Improvements/ Water Master Plan, and Integrated Water Resources Management Plan (IWRMP)*	Jones Edmunds conducted a phased approach to implement a water quality study, blending study, and chemical treatment evaluation to resolve water quality problems within the Pinellas County Water System (PCWS) after conversion to chloramine disinfection in 2002. PCWS is a consecutive system that receives water from Tampa Bay Water from three sources—groundwater, surface water, and desalinized water. Jones Edmunds developed a County-wide WaterGems® hydraulic model and updated the model in 2010 to address water quality issues with distribution system nitrification issues due to chloramines. Jones Edmunds used water quality modeling to plan the system improvements to reduce the flushing volume. The water quality model results were used to help develop the short- and long-term improvements to mitigate nitrification issues in the low-water-use areas along the north and south beaches. Our model results showed that the proposed improvements significantly reduce the flushing volume by 300 MGY, resulting in significant cost savings. PCU adopted the results of this project as a 5-Year Water Master Plan to improve the water system operations and reduce costs. The Integrated Water Resources Management Plant (IWRMP) used the one-water concept for potable, reclaimed, stormwater, and alternative water supplies and provided an overall plan including projects and activities related to four sets of planning horizons: very short-term (called "early-out" projects) for the next 1 to 2 years; short-term for the next 5 years; medium-term related to the next 25 years; and long-term dealing with 50 years and greater, generally related to climate-change issues and impacts to water related issues.
Polk County *Potable Water Master Plan for the Southwest Regional Utility Service Area (SWRUSA)*	Approximately $23 million of water projects were identified and prioritized as part of this master planning project. Our master planning services included: ▪ Developing population forecasts for the SWRUSA. ▪ Developing service-area maps and compiling historical flows. ▪ Establishing future growth areas and estimating future flows. ▪ Evaluating the existing water supply, treatment, and distribution systems. ▪ Preparing hydraulic models of the water distribution system ▪ Developing Community Investment Program (CIP) water and wastewater projects for short-term (2013) and long-term (2030) planning periods.
City of Leesburg *Master Plan for the Southwest Potable Water Distribution System*	This Master Plan reflected the projected developments and associated increased demands for the southwest portion of the City through 2030. It included an evaluation of the demands of the Highlands Lakes, Plantation, and Royal Highlands Service Areas and evaluated current CUP capacities and system improvements required to meet the needs of this area through the planning horizon. The options considered included new transmission mains, new treatment facilities, and additional system storage. Recommendations included reallocation consumptive use permit quantities throughout the system, expanding treatment capacity, and extending transmission mains to serve the western side of the service area.

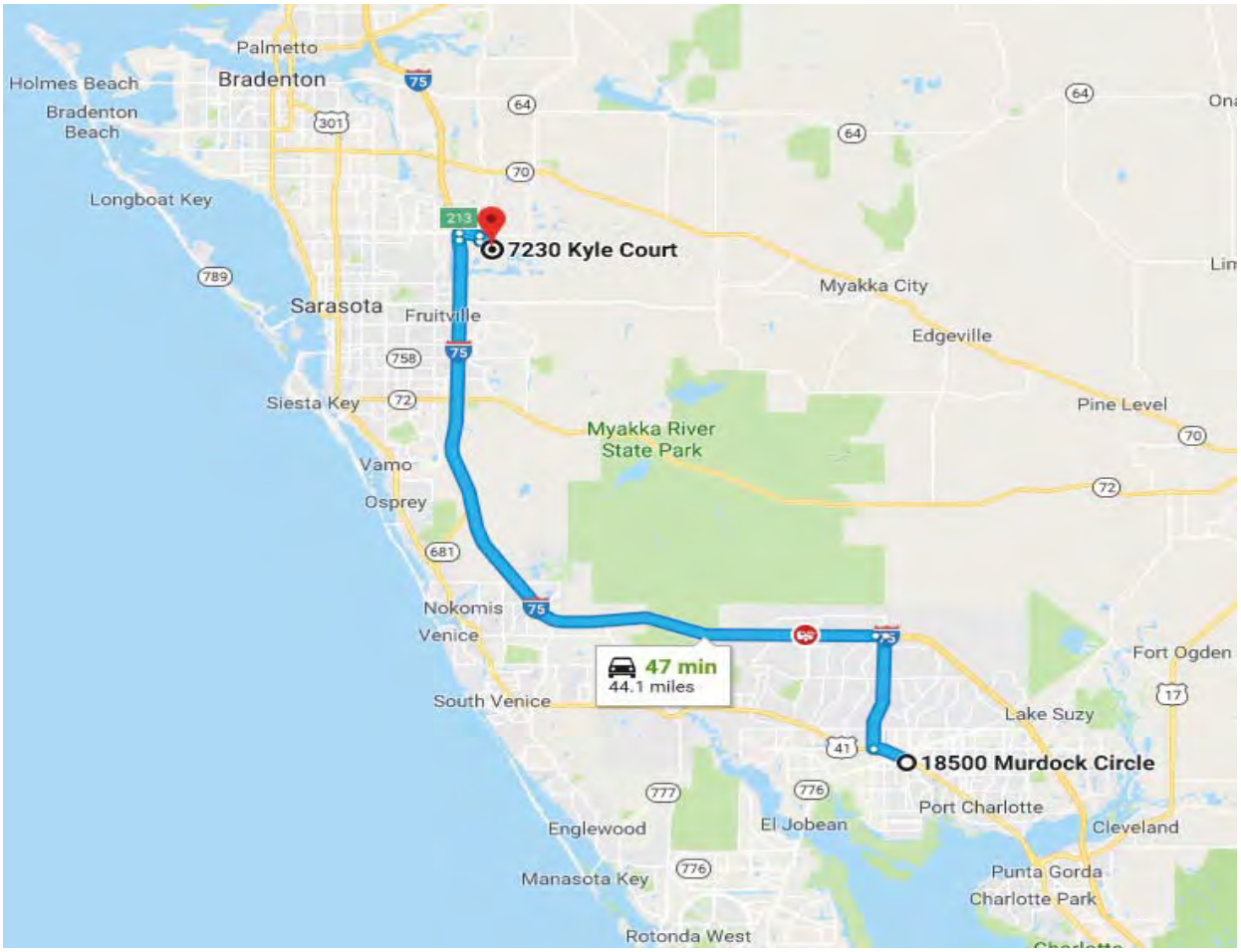
TAB IV.

LOCATION OF WORKING OFFICE

IV. LOCATION

Jones Edmunds considers being available to communicate quickly and respond effectively is essential in the day-to-day workings of client-project manager relationships. We understand the critical importance of a timely response and decision and are committed to providing that kind of unparalleled service.

Jones Edmunds has more than 125 staff members serving clients from seven offices in Sarasota, Tampa, Gainesville, Winter Haven, Titusville, Jacksonville, and West Palm Beach. **Our Sarasota office, which is 44.1 miles away, will serve as the Office of Record for this contract.**



Jones Edmunds has maintained an office location in Sarasota County for more than 10 years and has been at its current location at 7230 Kyle Court for approximately 1 year.

Because Jones Edmunds has more than 125 employees throughout Florida, Charlotte County can draw on our large network of company-wide resources when needed for your projects. Add the combined resources of Jones Edmunds and our subconsultants, the City has an available and experienced team for its projects.

We will respond with urgency and the multi-discipline technical expertise to address all engineering needs associated with this contract. Our experts know Florida, and this expertise is what is required to complete your projects in Florida's unique regulatory climate. Very few engineering companies can offer the varied services that we can.

AFFIDAVIT

Proposer affirms that information provided as it relates to Location & Facilities of Working Office is true and meets the definition and criteria as defined below:

Local office means the company has a valid Business Tax License issued by Charlotte County, Sarasota County or DeSoto County for at least 6 months prior to the proposal submission to do business within Charlotte County, Sarasota County or DeSoto County that authorizes the business to provide the services, and a physical business address located within the limits of Charlotte County, Sarasota County or DeSoto County from which the company operates or performs business. Post Office Boxes are not verifiable and shall not be used for the purpose of establishing said physical address. In addition to the foregoing, a company shall not be considered having a "Local Office" unless it contributes to the economic development and well-being of Charlotte County, Sarasota County or DeSoto County in a verifiable and measurable way (as identified by the criteria below). Also, companies must demonstrate and document the in-County/in-office capability and availability of the personnel working in the local office and the type of services performed at this location that is pertinent to the type of project. Companies shall affirm in writing their compliance with the foregoing at the time of submitting their proposal to be eligible for consideration as having a "Local Office". A company who misrepresents the local preference status of its company in a proposal to the County will lose the privilege to claim local preference for a one year period.

Please identify below by placing a checkmark next to the appropriate criteria and related points. Also, provide any documentation that substantiates the information given in this affidavit. Charlotte County reserves the right to request supporting documentation as evidence to substantiate the information given in this affidavit. Failure to do so will result in the proposer's submission being deemed non-responsive.

Location & Facilities of Working Office:

Length of time "Local Office" established:

✓ Local Office has been established more than 3 years	15 Points
__ Local Office has been established between 1 to 3 years	10 Points
__ Local Office has been established between 6 months to 1 year	5 Points
__ Local Office has been established less than 6 months	0 Points

Location of "Local Office":

__ Headquarters located within the boundaries of Charlotte, Sarasota, or DeSoto County	20 Points
✓ Satellite office located within the boundaries of Charlotte, Sarasota, or DeSoto County	15 Points
__ No local office presence	0 Points

Residencies of personnel which live in Charlotte, Sarasota or DeSoto County and are employed with the Prime Firm's Office; the Prime Firm's Office is defined as the office performing the services for this project:

__ 50 % or more live in Charlotte, Sarasota or DeSoto County *	5 Points
__ 25 % to 49 % live in Charlotte, Sarasota or DeSoto County *	3 Points
✓ Up to 25 % live in Charlotte, Sarasota or DeSoto County *	2 Points
__ None of the personnel live in Charlotte, Sarasota or DeSoto County	0 Points

*Personnel Affidavit attached to be completed by each person living in Charlotte, Sarasota or DeSoto County.

NAME OF FIRM Jones Edmunds & Associates, Inc.

(This form must be completed and returned)

Affidavit Cont'd:

Use of Local Sub-Consultants (Sub-Consultants meeting "Local Office" definition):

✓ Local Sub-Consultants on team with Prime	10 Points
__Local Prime is performing all services in-house	10 Points
__No local Sub-Consultants on team	0 Points

Sub-Consultant Name: Johnson Engineering

Address: 17829 Murdock Circle, Suite B, Port Charlotte, FL 33948

****

Company Name: Jones Edmunds & Associates, Inc.

Signature: _____

Title: President and Chief Executive Officer

Year Business Established: 2009 Circle the appropriate County: Charlotte DeSoto (Sarasota)

State of Florida
County of Alachua

Sworn to and subscribed before me, a Notary Public, for the above State and County on this 6th Day of February, 2019.

JoAnne Talamo — August 15, 2022
Notary Public — Commission Expiration

JoAnne Talamo
MY COMMISSION # GG249407
EXPIRES: August 15, 2022

(Affix Official Seal)

The signee of this Affidavit guarantees, as evidenced by the sworn affidavit required herein, the truth and accuracy of this affidavit to interrogatories hereinafter made.

(This form must be completed & returned)

PERSONNEL AFFIDAVIT

The undersigned affiant says as an employee of the proposer listed below that "I live within the boundaries of Charlotte County, Sarasota County or Desoto County".

Proposer / Company Name: James Elder

Request for Proposal Number: 2019000221

Title of Project: Potable Water Master Plan

Circle the appropriate County: Charlotte DeSoto (Sarasota)

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: James Elder

Signature:

Title: Project Manager

WITNESSES:

Signed By:

Print Name: Terry Ann Martin

Date: 2/6/2019

Signed By:

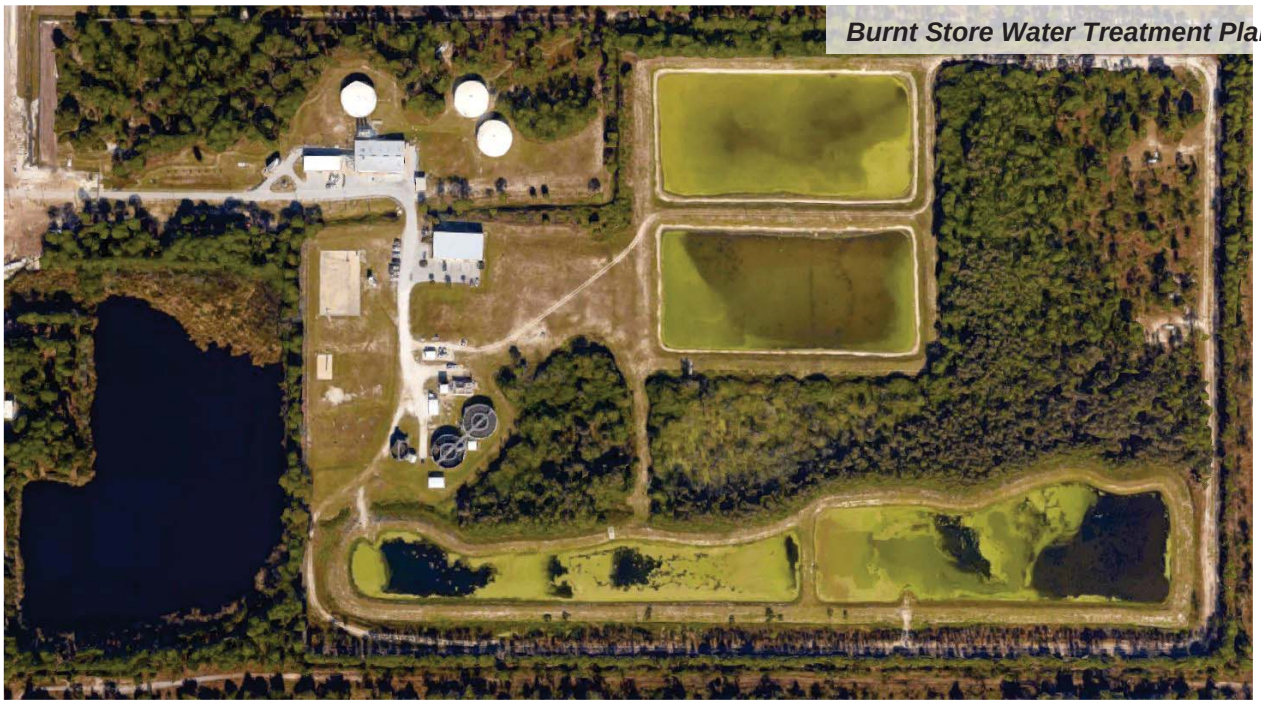
Print Name: JOHN KRAMER

Date: 2-6-19

TAB V.

PROJECT CONTROL

V. PROJECT CONTROL



Burnt Store Water Treatment Plant

Jones Edmunds values our long-term relationship with Charlotte County. This relationship is centered on providing Unrivaled Service through proactive and open communication and dedication to delivering your projects on time and within budget. We have teamed with other proven County partners, each of whom share our commitment to providing Unrivaled Service to the County for the Potable Water Master Plan.

IV. A Schedule

1. What techniques are planned to assure that schedule will be met?

This Potable Water Master Plan project is expected to be an approximately 18-month project as presented in Section VI. The Jones Edmunds team's experience with the CCUD's potable water system and water supply system will allow our team to expedite the schedule, if desired by the County, but the presented schedule was developed to maximize County input and consensus building throughout the planning process. Jones Edmunds proposes to submit draft report chapters as they are completed as outlined in the Project Approach (Tab VI) with our proposed schedule for workshops, presentations, and review meetings. **We have found that on master planning projects, developing and reviewing report chapters as you go and holding workshop review meetings are two of the most effective ways of keeping the master planning projects on schedule**.

Submission of the draft report chapters will allow CCUD's comments to be incorporated early and throughout the process instead of at the end. The meetings and workshops with the County will allow for early identification of any potential project hurdles and will keep the entire team continually focused on the deliverables and schedule. We will provide frequent communication via telephone, face-to-face meetings, and email throughout each project based on your specific needs and concerns. We recommend having brief weekly progress meetings with CCUD's Project Manager and comprehensive progress meetings with CCUD's Project Manager and senior staff monthly throughout the project

Jones Edmunds also has established internal procedures for keeping projects on schedule. Before any project is initiated, a Project Plan is developed. This plan includes the project

schedule milestones (for this project – Chapter submissions) and includes dates for quality control reviews. The Project Plan is developed in Deltek Vision, an industry-leading web-interface software that incorporates all of our business functions, including resource management, project management, accounting, marketing, time-and-expense capture, and billing. Jones Edmunds has a corporate-wide QA organization charged with implementing QA/QC on all projects. This effort is an integral part of the Project Plan and schedule and thus forces project schedule compliance.

The Project Manager and QA/QC team have the shared responsibility to see that suitable project reviews take place at the appropriate stages of the project. Once the technical approach and concept are established, the Project Manager presents the recommended approach to the client for review, discussion, and modification if necessary. This process also helps clarify or better define project requirements and your vision and goals, maximizing the success of the project.

2. Who will be responsible to assure that schedule will be met?

As Project Manager, Erin Hunt will be responsible for making certain that all task schedules are met and will have oversight and resource management assistance from our Project Principal – Tom Friedrich, and our Quality Assurance/Quality Control Officer – Harold Bridges. Erin will monitor and coordinate with each Task Leader to keep the project on a schedule acceptable to the Utilities Department. In addition, our QA/QC system sends out automatic reminders that QC reviews for each of the identified milestone client deliverables are approaching on the project schedule. Tom and Harold will provide client services for overall client satisfaction on each step of the project to prioritize work efforts and resources so that the project is completed within the allotted schedule.

IV. B Cost

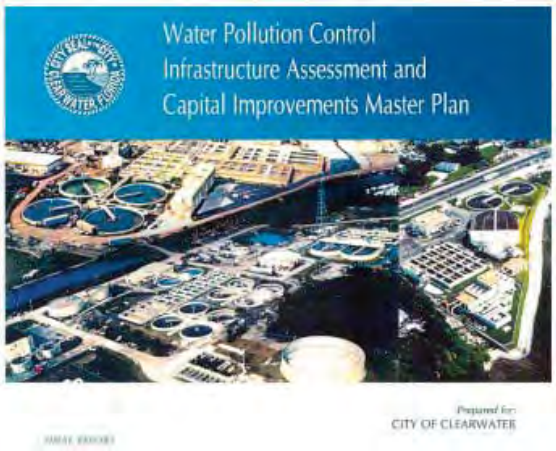
1. What control techniques are planned?

Similar to schedule compliance, cost control is provided through Deltek Vision. Erin will use the real-time data provided through Deltek and our knowledge of CCUD's goals to track project financial performance weekly. Various reports can be generated through Deltek Vision, sorting project information by individual task or even by individual employee. This allows project managers to easily access data critical to monitoring and controlling project costs. In short, Jones Edmunds' internal system of information management ensures the level of planning and the quality of execution needed to meet your goals on every project.

2. Demonstrate ability to meet project cost control.

The following are examples where we met and exceeded project cost control goals:

City of Clearwater Water Pollution Control Infrastructure Assessment and Capital Improvements Master Plan – The Wastewater Master Plan project was completed within the 12-month project schedule and included a Master Plan report of over 1,000 pages, with eight chapters and a 10-Year Capital Improvement Program and Implementation Plan – completed with monthly review meetings, four workshops with County staff, and workshop meetings with the County Rate Consultant. The project was completed on time and under the City's budget.



St. Lucie County Utilities Master Plan – The Utilities Master Plan project was completed within the 9-month project schedule and included wastewater and water facility site visits, inspections, and recommended improvements, and $139,875. The project was completed on time and under the County's budget.

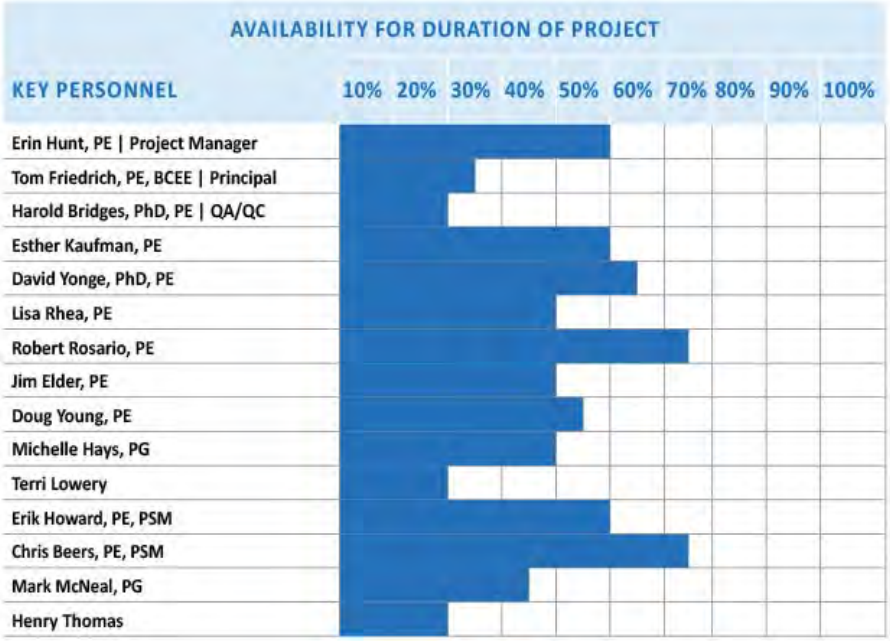
Charlotte County Utilities East Port Stage 1 Improvements Construction Administration – Jones Edmunds provided value engineering services to the County and the lowest responsive bidder for the East Port Stage 1 Improvement project. The County's budget was approximately $12 million dollars for the improvements to the 6-MGD WRF. Jones Edmunds worked with the Contractor and County Engineering and Construction staff to evaluate and recommend approximately $1.6 million dollars of modifications to the Contract Documents to match the plant improvements with the County budget. The project was able to move forward and remain on schedule as a result of these services and cooperation between all parties.

3. Who will be responsible for cost control?

As Project Manager, Erin will be responsible for day-to-day monitoring and control of the project budget. This will be accomplished by weekly review of the project information available from Deltek Vision, frequent internal review meetings with the project team to make sure we are meeting CCUD's vision and success factors, and routine meetings and communications with the Utilities Department. Our team of senior professionals working and communicating together will work collaboratively to stay within task budgets and keep the overall project within budget.

IV. C Recent, Current, and Projected Workload

Jones Edmunds has analyzed our current allocation of personnel resources on active and potential future projects in conjunction with the resources to be needed for this master plan. Based on this analysis as well as commitments from our subconsultants, we are prepared to dedicate the resources identified in this proposal to properly complete this project as proposed, on schedule and budget. The graph below details the current projected availability of Jones Edmunds staff for the next 18–24 months. It is based on our current backlog and the available hours of our project-focused staff. This graph assumes that we maintain current staff levels and accounts for current projected bookings.



TAB VI.

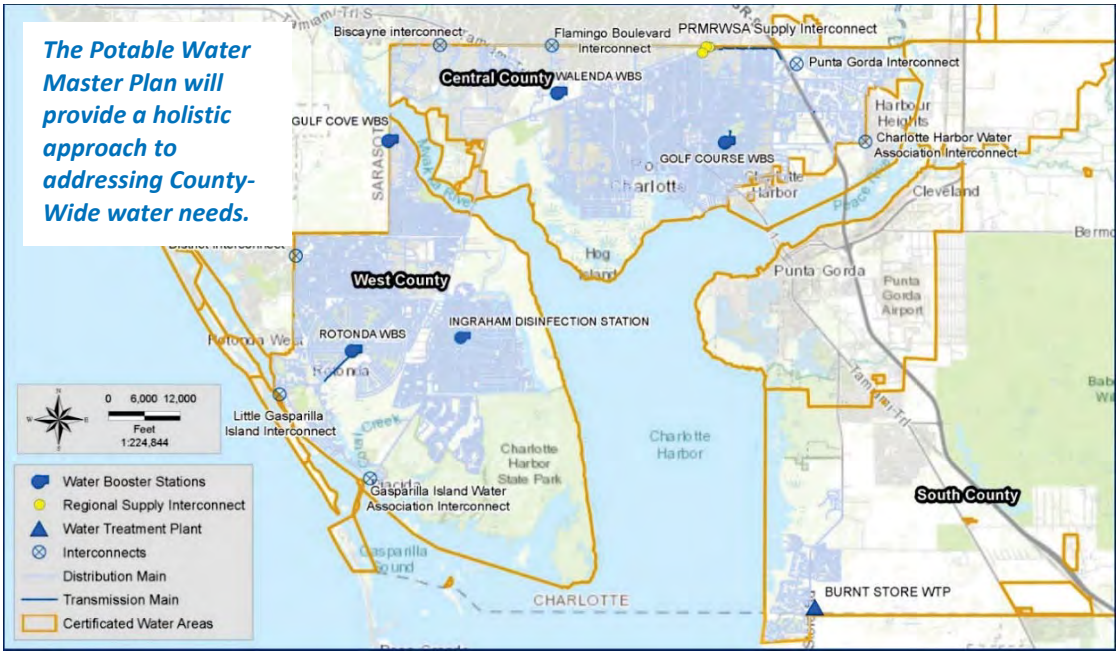
PROPOSED DESIGN APPROACH

VI. PRESENT PROPOSED APPROACH FOR THIS PROJECT

Project Understanding

Utilities such as Charlotte County Utilities Department (CCUD) must continually plan to address system needs and challenges, including system growth, water quality, water supply reliability and sustainability, aging infrastructure, maintaining regulatory compliance, and having a well-planned and efficient capital improvement program (CIP). Recognizing this need, CCUD continues to proactively conduct planning efforts for their utility systems. CCUD has consistently assessed the needs of their potable water system by maintaining an updated hydraulic model of the water distribution system and evaluating the overall needs for the Utilities Department through the Annual Report and water supply planning efforts. The County is about to embark on developing a Reclaimed Water Master Plan, and working with Jones Edmunds CCUD recently completed the Sewer Master Plan that defined a plan to improve water quality and address wastewater needs through build-out in the County. Building on the success of this Sewer Master Plan, the Potable Water Master Plan will similarly assess the existing and projected needs of the potable water system and develop a clear plan for addressing these needs and providing reliable and sustainable water service to the community.

The CCUD potable water system functions as two independent systems, with the larger Central/West County system being supplied water from the Peace River Manasota Regional Water Supply Authority (PRMRWSA) and the South County system being supplied by the County's Burnt Store Reverse Osmosis Water Treatment Plant (ROWTP). Each system has unique challenges and opportunities, and the County has continued to proactively assess and implement needed improvements for both systems. Working with Jones Edmunds, the County has routinely conducted hydraulic analyses of the Central/West system to evaluate water supply and water quality and recommend needed improvements. We continue to work closely with operations and engineering staff to prepare the 2017 Annual Report, which assessed facility conditions and regulatory compliance and summarized recommended improvements.



Similarly, the County conducted an evaluation of the Burnt Store brackish water wellfield to optimize the future utilization of this wellfield and develop a long-term supply. In addition, the County has begun developing a water supply in Babcock Ranch. Jones Edmunds' teaming partner, Johnson Engineering, assisted the County in evaluating both sources of supply. **The Potable Water Master Plan must build on these previous planning efforts and system improvements while providing a fresh look and perspective for best addressing the long-term needs of the CCUD water system**. Jones Edmunds' approach to developing the Potable Water Master Plan will provide a clear blueprint for the future of the CCUD water system. It will guide the City in achieving:

- Comprehensive analysis of optimization of both water systems to maintain a high level of service, improve system efficiencies, and enhance the ease with which the County considers future growth and improvements.
- Continued long-term regulatory compliance and enhanced water quality throughout the system.
- An integrated approach to water supply that optimizes the use of alternative water supplies such as reclaimed water, local and regional water supplies, aquifer storage and recovery, aquifer recharge, and water conservation.
- Innovative, cost-effective solutions to address system needs.
- Trigger-based implementation strategies that allow timely implementation of needed improvements, but also provides the County the flexibility to adapt the plan through dynamic tools.
- Prioritized plan for CIP projects that is financially viable for Charlotte County.
- Consensus and support of the plan recommendations within the community.

Successful prioritization of the CCUD's water system needs will require a reliable, long-range vision supported by a current and comprehensive master plan. **The Jones Edmunds team combines the right blend of knowledge of the County's water system and goals with a team with fresh perspective to develop this comprehensive plan.** We are committed to working collaboratively with the County to develop a roadmap for optimally addressing your water system needs.

Proposed Project Approach

A. Describe approach to research and data gathering work tasks.

The Potable Water Master Plan will incorporate previous reports, plans, and studies to provide an integrated, comprehensive, and consistent Master Plan.

SMART CHARLOTTE | 2050

INFRASTRUCTURE - POTABLE WATER AND SANITARY SEWER GOALS, OBJECTIVES AND POLICIES

PURPOSE

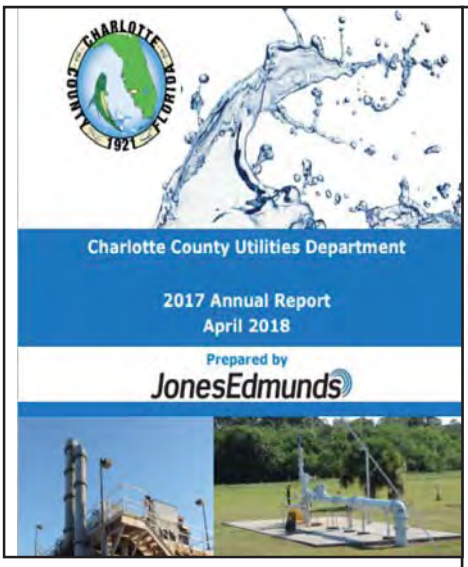
The purpose of the Potable Water and Sanitary Sewer section of the Infrastructure element is to ensure that potable water supplies and sanitary sewer disposal service are available to support development through the planning horizons established within the Comprehensive Plan. The provision of potable water and sanitary sewer is mandated by Florida growth management legislation under Chapter 9J-5 of the *Florida Administrative Code*. Specific parameters for this particular element are based on criteria established pursuant to Rule 9J-5.011. This section of Chapter 9J-5 requires that sewer and water services be provided in accordance with future land use projections and also identifies a basic framework for developing a series of goals, objectives, and policies which are formulated to accomplish the desired purpose based on an analysis of available data.

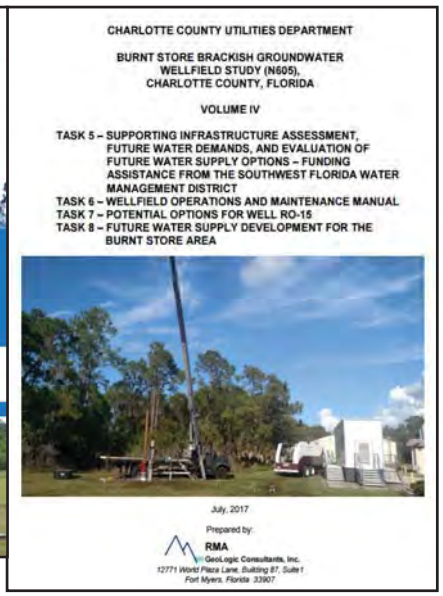
The availability of sewer and water will influence the timing, location, and intensity of development. Planning for the extension of these services should therefore be considered an integral part of Charlotte County's development strategy. In order for the County to effectively utilize infrastructure expansion as a legitimate growth-management tool, this section incorporates a prioritization for providing facilities to areas targeted for new growth based upon Smart Growth principles established in the Future Land Use element. This will ensure that centralized potable water and sanitary sewer facilities are provided concurrently with future development, that utility infrastructure is directed towards those areas of the County where it is most appropriate, and that adequate facility capacity will be available to maintain adopted level of service standards.

All references to any ordinances, statutes or regulations contained herein shall, unless otherwise noted, be deemed to be those in effect as of the date of adoption of this element and thereafter as amended, renumbered or otherwise revised.

GOALS, OBJECTIVES AND POLICIES

Jones Edmunds' preparation of the Sewer Master Plan will provide a solid foundation for the Potable Water Master Plan, along with our understanding of previous County reports and comprehensive understanding of system operations from the Annual Report preparation. The table below provides a few examples of the data, reports, and models that the Jones Edmunds team has assisted the County with that will support the development of an integrated Potable Water Master Plan for the County.




CHARLOTTE COUNTY UTILITIES DEPARTMENT

BURNT STORE BRACKISH GROUNDWATER WELLFIELD STUDY (N605), CHARLOTTE COUNTY, FLORIDA

VOLUME IV

TASK 5 – SUPPORTING INFRASTRUCTURE ASSESSMENT, FUTURE WATER DEMANDS, AND EVALUATION OF FUTURE WATER SUPPLY OPTIONS – FUNDING ASSISTANCE FROM THE SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT
TASK 6 – WELLFIELD OPERATIONS AND MAINTENANCE MANUAL
TASK 7 – POTENTIAL OPTIONS FOR WELL RO-15
TASK 8 – FUTURE WATER SUPPLY DEVELOPMENT FOR THE BURNT STORE AREA

July, 2017

Prepared by:

RMA GeoLogic Consultants, Inc.
12771 World Place Lane, Building B7, Suite 1
Fort Myers, Florida 33907

Documents Developed/Updated by Jones Edmunds Team in Collaboration with County	Relevance/Use for Potable Water Master Plan
2017 and 2018 Annual Reports	The Annual Report will provide the most current information on the status of the County's potable water system infrastructure as the team visited many of the facilities and detailed the condition and needed and planned improvements.
Burnt Store Brackish Groundwater Wellfield Study (Volumes I–IV) Peer Review	The Master Plan will build on the work related to the brackish wellfield study at the Burnt Store WTP. This review will also consider the Babcock Ranch supply and usage projections in south county. Johnson Engineering provided peer review of this project and has insight into the opportunities and challenges associated with water supply options for the County.
PWS Geodatabase, Hydraulic and Water Quality Models	Jones Edmunds will use the County's water models to develop the expansion, water quality evaluation, and CIP sections. Jones Edmunds' work assisting the County recently with model updates will allow our team to hit the ground running.
Reclaimed Water System Geodatabase and Hydraulic Model	The reclaimed water geodatabase will be used to quantify demands and discuss irrigation trends within the County. Jones Edmunds is updating this model for the County to optimize reclaimed water delivery to Mid and West County.
Sewer Master Plan	The growth projections developed in the Sewer Master Plan will serve as the starting point for the projections for the Potable Water Master Plan. In addition, the Sewer Master Plan will be used to quantify reclaimed water use and serves as a template for graphics to develop a consistent product between the two master plans.

Documents Developed/Updated by Jones Edmunds Team in Collaboration with County	Relevance/Use for Potable Water Master Plan
Utilities Map Book	Jones Edmunds developed a GIS database that can be incorporated into the County's map book and used for planning purposes as was completed for the Sewer Master Plan.
Population Projections Factors	Jones Edmunds conducted population projects for the Sewer Master Plan using BEBR growth factors, a similar approach will be used for the projections section of the Potable Water Master Plan.
Rate Study and Utility Financial Rate Model	The Jones Edmunds teaming partner, PRMG, recently completed the County's rate study and model that will be used to test the financial feasibility of the CIP.

For additional data needs, a workshop will be held with CCUD staff to determine the applicable content to be included in each chapter of the Potable Water Master Plan. Since each chapter will differ in context and purpose, the source of information will also be unique. For instance, information related to the historical development of the potable water system may be found in previous reports, newspapers, and books, whereas information used to quantify historical flows may be obtained from monthly operating reports or FDEP.

After the initial brainstorming workshop with CCUD staff, Jones Edmunds will compile a list of records to obtain from CCUD staff, other County departments, FDEP, private or interconnecting utilities, and other various sources to develop a comprehensive Potable Water Master Plan. Data sources will be extensive and may include County reports, plans, programs, state records, media, presentations, emails, and staff interviews. After the data is collected and compiled, it will be sorted and organized to be incorporated into the Potable Water Master Plan.

B. What problems do you anticipate and how do you propose to solve them?

Problem: **A Potable Water Master Plan that is Not Affordable for Charlotte County**

Solution: The Potable Water Master Plan and the recommended CIP must be implementable, meaning they must be affordable or financially feasible for Charlotte County. Our proposed solution is to work closely with CCUD to efficiently plan the system and run growth and expansion scenarios to "right time" recommended system improvements to maintain a high level of service to the community while being in line with available funding. Key components of the Master Plan will answer the questions:

- What needs to be done?
- When must it be done?
- How much will it cost?
- Is it affordable and how will the County pay for it?

The Master Plan must thoroughly coordinate and sufficiently address each of these question through prioritized capital improvement planning, reliable cost estimates, and coordination with the County's rates and fees. **Our teaming partner, PRMG, recently completed the County's rate study and can assess the financial feasibility of the recommended CIP for the Master Plan.** Through this financial feasibility analysis, our team will test scenarios, evaluate the affordability of the recommended CIP, and make recommendations to address funding issues so that the CIP can be implemented.

In addition, as part of the Master Plan we will look at each identified and prioritized project and identify potential **funding sources to assist in offsetting costs** to County citizens, taking into consideration environmental, demographic, economic, and political considerations that may impact funding source viability. The focus of these sources will be grant dollars from Water Management District Cooperative Funding Initiatives, USDA, CDBG, and other programs identified, working closely with the County's grant funding agent. The State Revolving Fund (SRF) program is a loan program that will be available to the County for most projects identified in the plan (the SRF Program does not fund growth).

The Master Plan will also be structured (to the extent feasible) to be consistent with the requirements of the Drinking Water SRF Facilities Plan. This includes identifying three potential technical options to meet the SRF project alternatives requirement, provide a high-level environmental review of the planning area, and work with your Finance Department to prepare an SRF Capital Financing Plan and SRF Business Plan to evaluate the County's financial position against the needs of a given project or projects.

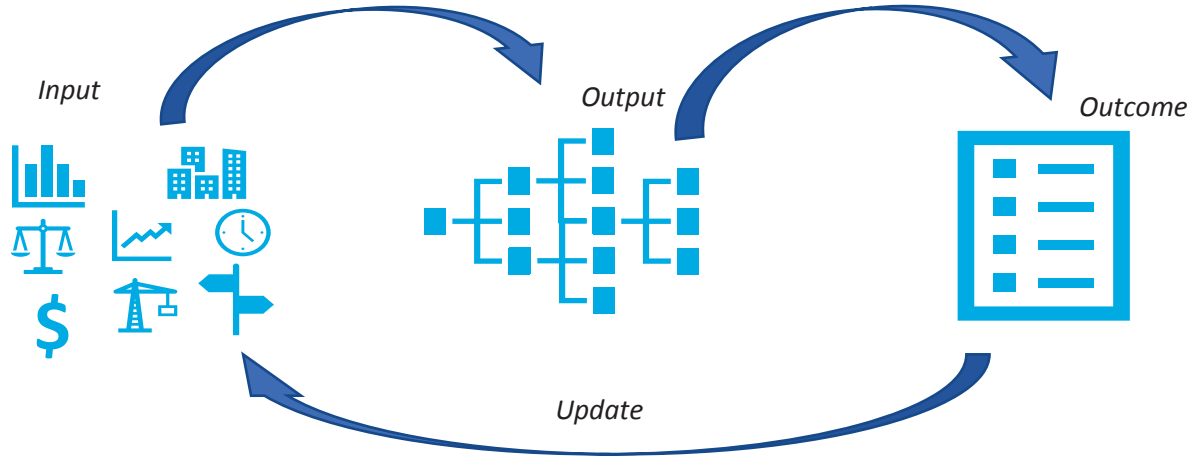
Jones Edmunds is well-versed in working within the framework of the SRF program as well as leveraging various funding alternatives to minimize project costs and citizen impacts.

Problem: **A Potable Water Master Plan that is Not Adaptable to Changes in Growth, Regulatory Requirements, and Funding**

Solution: Because the Master Plan is a long-range plan, it should be developed to be implemented in phases, like the Sewer Master Plan and as described in the Request for Proposal, to match community needs and priorities and to allow the County to re-evaluate the plan as needed.

Our proposed approach to the Potable Water Master Plan is to use tools like what were developed for the Sewer Master Plan that allow the County to adapt and optimize the plan based on work completed,

changes in growth patterns and rates, regulatory changes, increases or decreases in revenues and/or funding, and community priorities. **This approach provides the County with a dynamic planning tool that allows the flexibility to adapt the plan so that it can continue to serve the needs of CCUD for the long term**.



Similar to the Sewer Master Plan, at the completion of the Potable Water Master Plan we will deliver this CIP tool to the County so that you can update the CIP as needed. This non-proprietary tool allows easy and cost-effective updates to your CIP.

Problem: **A Potable Water Master Plan that Is Not Supported by the County Commission and Community Stakeholders**

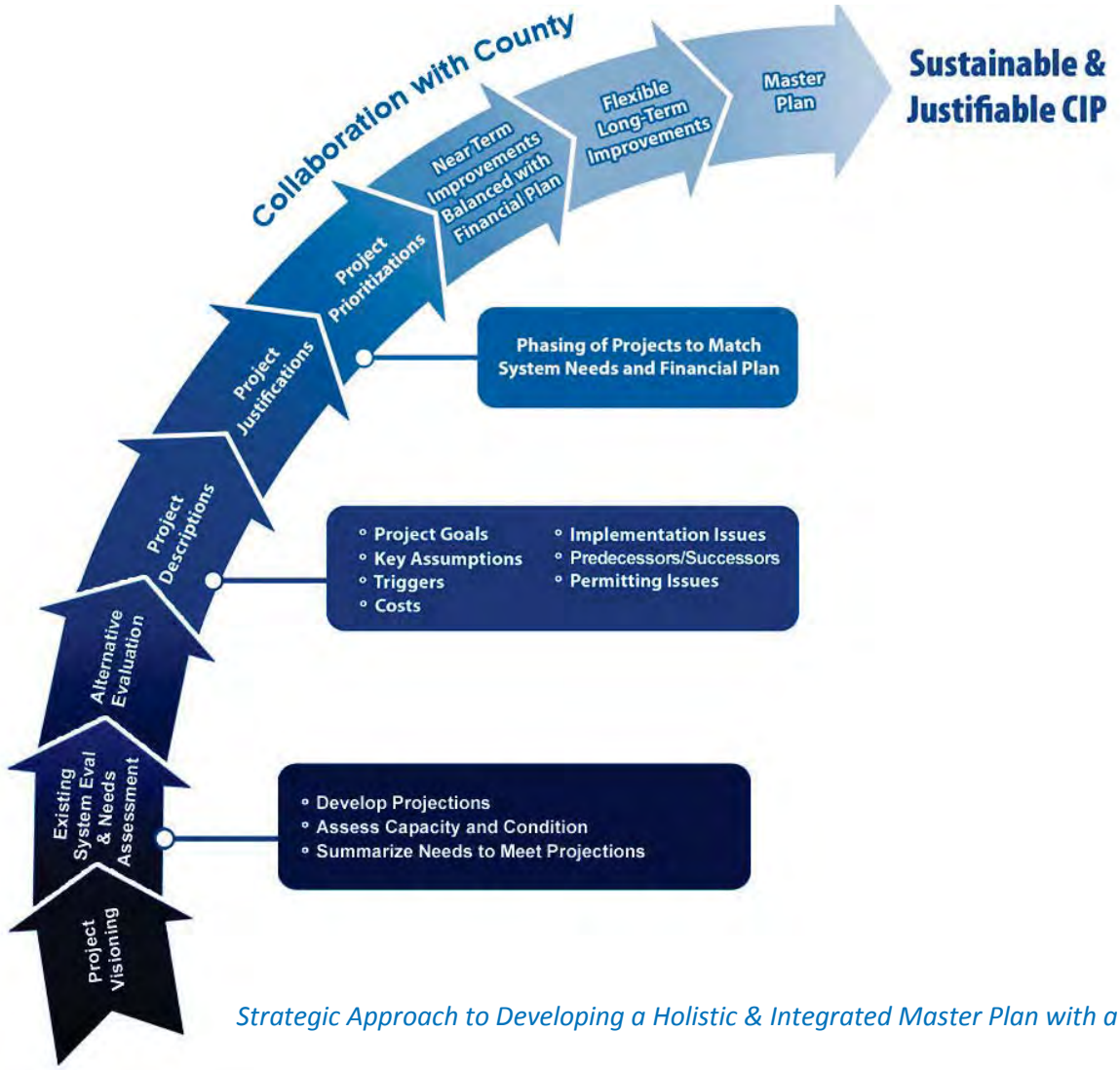
Solution: Charlotte County has a proven record of proactively engaging and communicating with the County Commission and the public regarding CCUD needs, projects, and future improvements. Maintaining this level of communication throughout the Potable Water Master Plan is critical to building support and consensus for the recommended plan and CIP. Similar to our collaborative efforts with the County on the Sewer Master Plan, we will work with the County to provide updates and presentations to the County Commission throughout the master planning process. These efforts are critical to building consensus, minimizing customer impacts, maintaining the strong reputation of CCUD, and building support for future water system improvements and utility rates.

In addition to these presentations, we believe a key to building the support for the Master Plan and CCUD is to develop a Master Plan document that is understandable for the community and elected officials. As with the Sewer Master Plan, we will work collaboratively with CCUD to develop a Master Plan that clearly conveys the history of the water system, the current water system, and the future visions and needs of the system. These efforts will be led by Terri Lowery and Audrey Jimenez, both of who provided similar efforts for the Sewer Master Plan.

C. Describe Approach to Water System Evaluation and Providing Recommended Improvements Including Costs and Specific Timelines

Through listening and working with you on assessing and addressing your potable water system needs, we have a deep understanding of your desires and goals to enhance your potable water system and maintain a high level of service for your customers while maintaining affordable rates. The Potable Water Master Plan will service as a roadmap to achieve these goals. We have developed a strategic approach for the Master Plan that leverages our collective knowledge of the County's water system, anticipated needs, and opportunities and challenges to meeting these needs. The figure below provides an overview of this approach with a more detailed approach presented in our Work Plan defined later in our proposal. The Jones Edmunds team is best suited to work collaboratively with the County to effectively and efficiently deliver a holistic Master Plan that provides clear direction, well-defined improvements, and the framework to provide safe, reliable, and sustainable water service to your customers through an integrated approach.

Building on the work we have started together, we will assess your system, define system needs, recommend improvements to address these needs, and develop realistic costs estimates and



Strategic Approach to Developing a Holistic & Integrated Master Plan with a Justifiable CIP

implementation timelines. We will evaluate CCUD's existing potable water system to assess capacity, condition, and water quality and identify opportunities to optimize system operations and address system vulnerabilities including the need for improved reliability. One such example exists at the Gulf Cove Water Booster Station, where the County has begun a multi-phase process for creating a more reliable system in case of a critical pipe failure.

We are ready to "hit the ground running" on evaluating your system through our recent and ongoing work on the County's Annual Report and recent updates to the County's hydraulic model. We are evaluating the capacity and condition of most the County's water system facilities as a part of the Annual Report. Through these efforts, we have insight into the system needs that will allow us to quickly get to the process of identifying cost-effective and innovative solutions to address these needs.

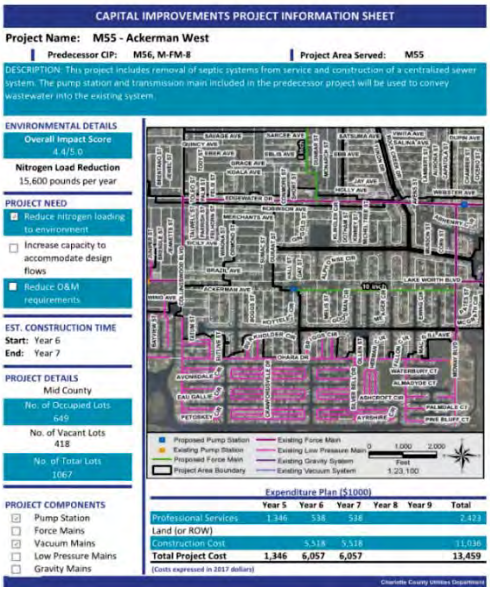
In addition, our partner Johnson Engineering recently assisted the County in evaluating the Burnt Store wellfield and Babcock Ranch supply option. Through these previous efforts, the County considered many options to meet projected demands including construction of a brackish water wellfield, water treatment plant, and transmission lines in the north part of Babcock Ranch. Various combinations of supply options were considered that depend on possibly supplying water to the City of Punta Gorda, providing excess water to the PRMRWSA, and reducing contracted supply from the PRMRWSA. The County has a water use permit for raw-water supply from the Babcock Ranch wellfield and could develop that source and route raw water to a proposed water treatment plant at Tuckers Grade or to the existing Burnt Store treatment plant. A future water treatment plant at Tuckers Grade was recommended by the County's 2017 Wellfield Study with an initial 2.0-MGD capacity expandable to 5.0 MGD, and a possible brackish water wellfield at Tuckers Grade was considered. The study also concluded that expansion of the Burnt Store wellfield was a viable option. In addition, both Jones Edmunds and Johnson Engineering have been working with the County to identify alternatives to optimize the use of the County's reclaimed water including reclaimed water ASR to maximize reclaimed water storage and recovery to offset potable demands through an integrated strategy.

The Jones Edmunds team's understanding of the County's existing water supply and alternatives to meet future demands will allow us to develop a robust and reliable water supply strategy for the County and fully define the needed improvements to integrate these supplies into the County's system.

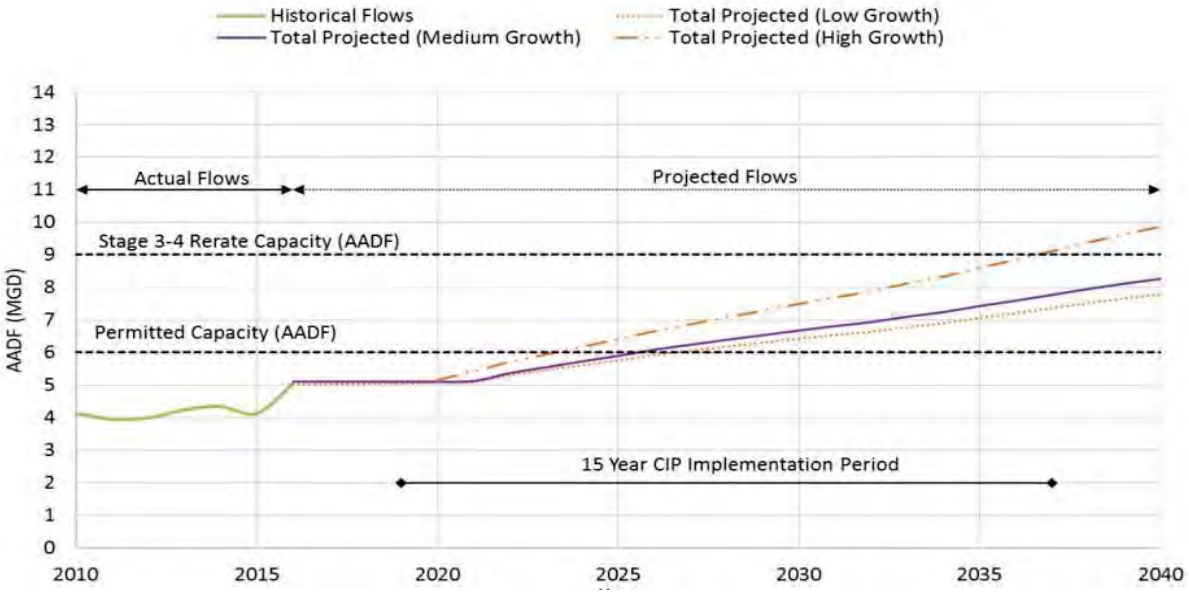
As a part of alternatives or improvements evaluation, a life cycle cost analysis will be conducted that considers both capital and operation and maintenance costs so that the County fully understands the entire investment required for each improvement. We will determine these cost estimates based on our recent, relevant experience in southwest Florida to develop realistic costs for each alternative. Near-term improvements (Priority A) will be fully defined with detailed cost estimates and implementation schedules. Longer-term improvements must provide flexibility for adjustment as the needs of the County evolve over time. Clear identification of these longer-term improvements (Priority B and C) will help establish the level of investment required for the system.

Project prioritization and implementation phasing will be developed to address system needs while also being backed by a robust business case evaluation that clearly identifies project details, why the project is needed, trigger points for project implementation, life cycle costs, other system improvements needed before or after each improvement, project components, and potential project funding. **These business cases will be used to develop a justifiable and sustainable CIP that optimizes infrastructure investment.**

A key to providing an adaptive plan is to identify project triggers and being able to track the triggers throughout the course of implementation and adapt the schedule based on changes that occur.



For each recommended improvement project identified, a CIP Information sheet will be developed like those developed in the Sewer



In the Sewer Master Plan, triggers were identified for facility improvements. This allows the County to adjust and re-prioritize the CIP over time as flows change. A similar approach will be developed for the Potable Water Master Plan.

D. Describe What is Included in the Requested Operation and Maintenance Manual and Its Purpose

According to Chapter 62-555.350 (2); (12) & (13) FAC, Operation and Maintenance (O&M) Manuals must be developed and maintained for all public water systems (PWS). The County operates two PWS – Charlotte County Utilities (PWS 5084100), which is a consecutive system from the PRMSWSA that serves Central/West County, and the Burnt Store community system (PWS 6080318) in South County. Each system is unique as it relates to source water supply, treatment, and system operations, and therefore O&M manuals should be prepared for each PWS with similar formats to provide consistency in the County's publications. The purpose of the PWS O&M manuals will be to describe the overall systems, regulatory requirements, reporting procedures, equipment, standard operating protocols (SOPs), operations, maintenance, and emergency and response plans for each system. The County already maintains facility O&M manuals for the booster stations and the Burnt Store WTP that may be incorporated into the appropriate section of the PWS O&Ms for completeness. A suggested outline for each O&M is offered below.

Proposed Table of Contents for O&M Manual

TITLE PAGE

FOREWORD

Section 1 - System Ownership and Designations

- Ownership Name(s), System Organizational Structure, and Contacts
- Water System Management Personnel
- Operator Certification
- Staffing and Training

Section 2 - General System Description

- System Background (Type, Category, Class)
- Water Source(s)
- Treatment Process (Applicable for South County)
- Distribution System Features
  - Interconnects
  - Water and Chemical Booster Stations (applicable for Central/West County)
  - Storage
- Description of any Water Purchase or Sales Agreements

Section 3 - Regulatory (State and Federal)

- Permits
- Standards
- Requirements

Section 4 – Monitoring, Sampling, and Action Plans for Water Quality Violation

- Disinfectant Residual
- Chemical and Bacteriological
- Lead and Copper and Water Quality Parameters
- Disinfection and Disinfectant Byproducts
- Asbestos

Section 5 – Testing, Recordkeeping and Reporting

- Monthly Operating Reports (MORs)
- Chain-of-Custody Forms
- Laboratory Forms
- Laboratory Testing and QA/QC Program
- Maintenance Logs
- Recordkeeping SOPs for Types of Records and Duration
- Meter Testing and Calibration (master, service, others)
- Calibration of Field/Lab Instrumentation
- Public Notification Procedures (boil water notice, planned maintenance repair work, lead and copper notifications, etc.)
- Annual CCRs

Section 6 – System – Equipment

- Bound and Indexed Equipment Manufacturer Manuals

Section 7 – Systems - Operation and Control

- Distribution System Components (pipe, valves, hydrants, meters, specialty valves, etc.)
- Routine System Operations (start-up, shut-down, water supply management, etc.)
- Standard Plans and Specifications for New Installations, Expansions
- New Service Connection SOP
- Hydrant Flushing Program
- Valve Exercise Program
- Cross-Connection Control
- Backflow/Back Siphonage Protection
- Common Operating Problems
- Abnormal Occurrences
- Troubleshooting

Section 8 – System Maintenance and Repair

- Maintenance Contacts List
- Predictive Maintenance
- Preventative Maintenance Duties (Daily, Weekly, Monthly, Quarterly)
- Maintenance Log
- Corrective Maintenance

Section 9 – Spare Parts, Supplies, and Chemicals

- Equipment List
- Manufacturer Contact Information
- Ordering Procedures

Section 10 – Safety

- Health and Safety Plan
- Personnel Protective Equipment
- Safety Procedures

Section 11 – Emergency Preparedness and Response Plans

- Emergency Notification Procedure(s) Protocol/SOP
- SOPs for Common or Historical Events (i.e. loss of pressure, backup water supplies, main break, low residual)
- Operating Plan for Emergencies
- Contingency Plan

Section 12 – Source Water/Wellhead Protection Plan (Applicable for Burnt Store)

Appendices

Appendix A: Job Duties and Responsibilities by Job Title
Appendix B: Operator Information
Appendix C: Water Purchase or Sales Agreements/Contracts
Appendix D: FDEP Drinking Water Regulations (current, effective date)
Appendix E: FDEP-approved Siting Plans and Distribution Map
Appendix F: Testing, Recordkeeping, and Reporting Forms and Templates
Appendix G: Equipment Technical Data, Specifications, and Drawings
Appendix H: Manufacturer's O&M Manuals
Appendix I: Preventive and Breakdown Maintenance Tracking Documents
Appendix J: Existing Health and Safety Plan
Appendix K: Existing ERP
Appendix L: Existing Source Water/Well Head Protection Plan

E. Describe Approach to Water Quality Issues and Recommendations Including Costs and Specific Timelines

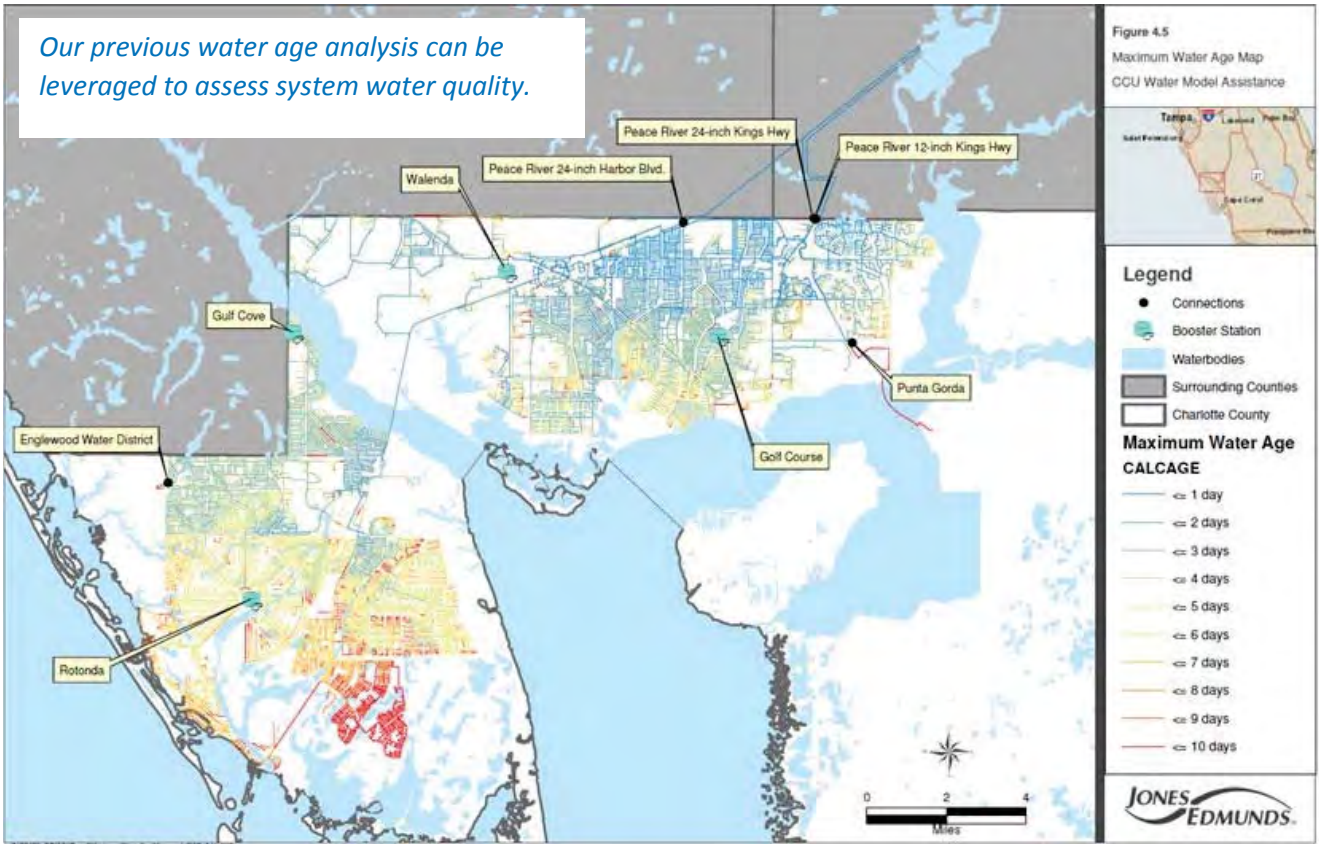
Meeting or exceeding water quality standards and regulatory requirements is critical for all potable water systems. Monitoring, reliable water treatment, and effective distribution system management are essential to mitigate low chloramine residuals, nitrification, disinfection by-product formation, color, taste, and odor issues. Operating and maintaining a chloramine disinfection system in Florida can be challenging and require periodic free chlorine "burns" to help mitigate nitrification. Innovative tactics such as water quality modeling, ammonia trimming, tank mixing, strategic auto-flushing, and uni-directional flushing can be used to mitigate nitrification issues. Effective monitoring with strategically placed on-line analyzers can also assist in managing delivered water quality to the County's customers.

Jones Edmunds has broad experience with addressing these items with integrated hydraulic and water quality models. We have worked with Pinellas County for over 40 years and developed their original hydraulic and water quality models, optimized flushing within the system to reduce water use, and assisted in selecting new disinfectant by-product and bacteriological sampling sites to account for County growth and changes in water supply with a current average annual daily demand of 45 MGD. **The County reported that implementing our flushing optimization study recommendations is saving the County $1 million annually in purchased water and chemical supplies.**

Working with Charlotte County, Jones Edmunds understands the chemical treatment process at the County's facilities and the distribution system chemical injection station. We are also familiar with CCUD's ongoing flushing program and the valve closures that control routing of water around the system. As a part of our ongoing modeling efforts with the County, automatic flushing device locations and schedules as well as closed valve representations have been incorporated into the hydraulic model

and can be updated to current settings. **This eases the task of updating the existing model to predict water quality**.

Under previous projects, we calculated the minimum levels required to prevent vortex formation (potential pump cavitation) according to the Hydraulic Institute Standards. This knowledge coupled with experience with tank mixing dynamics will allow us to assess the effect of the tank fill/drain operations on water quality and make recommendations for installing low-energy tank mixers following a successful full-scale pilot demonstration. Model simulations have already been established to predict water age as shown in the figure below. Water age typically trends with water quality parameters, so having these analyses allows us to be knowledgeable on the regions of the system that may have issues. We will perform targeted simulations and field investigations to further refine the system analysis and develop recommended improvements for water quality improvements. The schedule at the end of this section shows the approximate timing/timeframe for these efforts. **Our understanding of source water quality, water treatment, water distribution modeling, and water quality issues will allow our team to determine the best approach to identifying and resolving issues in the distribution system.**



F. What Standard Guidelines and Engineering Principles Would Be Used For this Master Plan

Jones Edmunds will conduct the Charlotte County water master planning effort in accordance with State and Federal regulations including the following:

Florida Administrative Code (FAC):

- Chapter 62-550 – Summary of Drinking Water Standards, Monitoring and Reporting
- Chapter 62-555 – Permitting and Construction of Public Water Systems
- Chapter 62-560 – Requirements for Public Water Systems Out of Compliance
- Chapter 62-602 – Drinking Water and Domestic Wastewater Treatment Plant Operators
- Chapter 62-699 – Treatment Plant Classification and Staffing

USEPA Drinking Water Regulations

SWFWMD and SFWMD District Rules – 40D F.A.C. and Programs

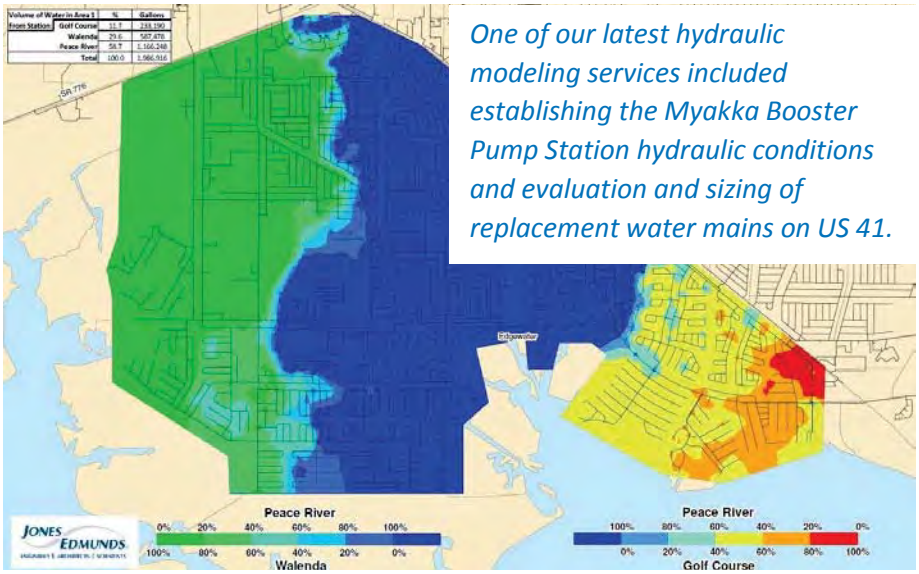
- Regional Water Supply Plan
- District Water Management Plan/Annual Work Plan
- Southern Water Use Caution Area (SWUCA)
- Water Use Permitting Rules
- District Cooperative Funding and Water Supply and Resource Development Initiatives

Jones Edmunds uses standard guidelines and engineering principles from the following engineering references for water master plan documents and water system design and operation:

- 10 State Standards – Recommended Standards for Water Treatment Works (2012 Edition)
- 2018 Edition of the Drinking Water Standards and Health Advisory Tables, USEPA
- Water Quality & Treatment, A Handbook of Community Water Supplies, 5th Edition, American Water Works Association
- Water Treatment Plant Design, 4th Edition, American Water Works Association
- Membrane Treatment for Drinking Water & Reuse Applications, American Water Works Association
- Handbook of Chlorination and Alternative Disinfectants, 4th Edition, George Clifford White
- Ultraviolet Disinfection Guidelines for Drinking Water and Water Reuse, December 2000, NWRI and AWWA Research Foundation
- Water Fluoridation: A Manual for Engineers and Technicians, September 1986, Thomas G. Reeves, PE. Published by the U.S. Department of Health and Human Services, Public Health Service, Centers for Disease Control, Dental Disease Prevention Activity,
- Water Distribution Systems Handbook, 1999, Larry W. Mays, McGraw-Hill
- Recommended Practice for Backflow Prevention and Cross-Connection Control, AWWA Manual M14 (Latest Edition)
- Lead and Copper Rule Guidance Manual, Volume II: Corrosion Control Treatment, September 1992, US Environmental Protection Agency
- Water Treatment – Principles and Design, 2nd Edition, MWH
- Standard Methods for the Examination of Water and Wastewater (Latest Edition)

G. How Do You Intend to Complete Modeling Analysis in Cooperation with CCUD's Modeling Consultant

Jones Edmunds is proud to have been assisting Charlotte County with potable water system hydraulic modeling for over 10 years. Through our modeling efforts for the County, we have a complete understanding of the Charlotte County distribution system including pump station operations, interconnections for both supply from the PRMRWSA and delivery to wholesale customer connections, flow distribution throughout the system, and planned system improvements.



One of our latest hydraulic modeling services included establishing the Myakka Booster Pump Station hydraulic conditions and evaluation and sizing of replacement water mains on US 41.

Although we have recently completed our latest efforts in support of system evaluation, we look forward to the opportunity to continue to serve the County in this role. We believe that our role providing support with ongoing hydraulic modeling tasks will allow us to most efficiently assess the County's existing system and develop innovative and cost-effective solutions to address your system needs.

Our modeling efforts and distribution system analysis will be led by Esther Kaufman and Robert Rosario, both of whom have supported the County with hydraulic modeling efforts for many years.

H. How Will You Project Build-Out Conditions

The Jones Edmunds team will develop service area maps; develop build-out flow projections for the three service areas; and develop low, base (medium), and high growth rates for these build-out flow projections. **For the Sewer Master Plan, Jones Edmunds worked with the County to develop build-out growth projections. These projections will be used as the basis of growth projections to provide consistency between the Master Plan and updated as necessary to reflect any recent changes in projected growth.**

Jones Edmunds will develop and/or update figures of the following using GIS software:

- CCUD Service Area Limits and Infrastructure Limits for CCUD (Mid County, West County, and South County)
- Service Area Limits (and Infrastructure Limits if known) for Municipalities
- Service Area Limits (and Infrastructure Limits if known) for Private Utilities
- Areas without Water Service

We will review and comment on the current demands and develop buildout demands for the three service areas including developing low, base, and high growth rates for each development polygon in the service area. **These polygons were used as the basis of the projections for the Sewer Master Plan and will be leveraged for the Potable Water Master Plan to allow us to efficient develop projections**. A summary will be provided of how growth rates were applied to the CCUD's current and buildout demands to develop the demand projections within each development polygon. The growth rate projections will be based on multiple inputs including:

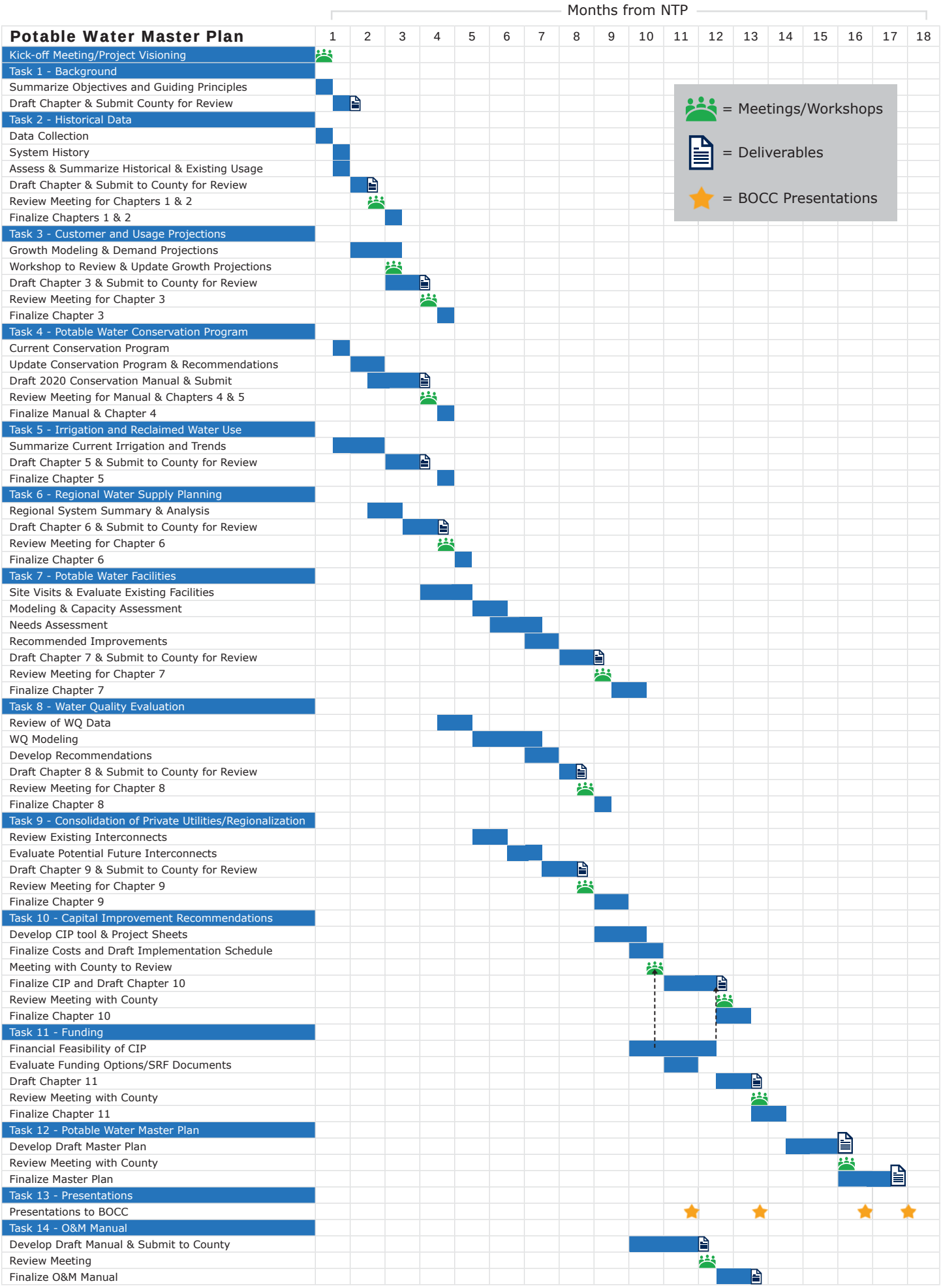
- Bureau of Economic and Business Research
- Southwest Florida Water Management District (SWFWMD) demographics data
- County property tax parcel data
- Charlotte 2050 Comprehensive Plan and Recent Update
- Planned developments (residential, commercial and industrial) with updates from County Planning staff

Low, base (medium), and high water demand projections will be developed for the planning period for each service area through buildout.

Johnson Engineering's work with the County Planning Division provides insight into growth patterns and will facilitate realistic buildout projections.

Work Plan

We have developed a preliminary outline of the key project tasks and proposed project schedule as presented on the next page. This Work Plan/Project Schedule outlines key deliverables, anticipated CCUD workshops and meetings, and BOCC presentations.


Months from NTP
Potable Water Master Plan
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18
Kick-off Meeting/Project Visioning
Task 1 - Background
Summarize Objectives and Guiding Principles
Draft Chapter & Submit County for Review
Task 2 - Historical Data
Data Collection
System History
Assess & Summarize Historical & Existing Usage
Draft Chapter & Submit to County for Review
Review Meeting for Chapters 1 & 2
Finalize Chapters 1 & 2
Task 3 - Customer and Usage Projections
Growth Modeling & Demand Projections
Workshop to Review & Update Growth Projections
Draft Chapter 3 & Submit to County for Review
Review Meeting for Chapter 3
Finalize Chapter 3
Task 4 - Potable Water Conservation Program
Current Conservation Program
Update Conservation Program & Recommendations
Draft 2020 Conservation Manual & Submit
Review Meeting for Manual & Chapters 4 & 5
Finalize Manual & Chapter 4
Task 5 - Irrigation and Reclaimed Water Use
Summarize Current Irrigation and Trends
Draft Chapter 5 & Submit to County for Review
Finalize Chapter 5
Task 6 - Regional Water Supply Planning
Regional System Summary & Analysis
Draft Chapter 6 & Submit to County for Review
Review Meeting for Chapter 6
Finalize Chapter 6
Task 7 - Potable Water Facilities
Site Visits & Evaluate Existing Facilities
Modeling & Capacity Assessment
Needs Assessment
Recommended Improvements
Draft Chapter 7 & Submit to County for Review
Review Meeting for Chapter 7
Finalize Chapter 7
Task 8 - Water Quality Evaluation
Review of WQ Data
WQ Modeling
Develop Recommendations
Draft Chapter 8 & Submit to County for Review
Review Meeting for Chapter 8
Finalize Chapter 8
Task 9 - Consolidation of Private Utilities/Regionalization
Review Existing Interconnects
Evaluate Potential Future Interconnects
Draft Chapter 9 & Submit to County for Review
Review Meeting for Chapter 9
Finalize Chapter 9
Task 10 - Capital Improvement Recommendations
Develop CIP tool & Project Sheets
Finalize Costs and Draft Implementation Schedule
Meeting with County to Review
Finalize CIP and Draft Chapter 10
Review Meeting with County
Finalize Chapter 10
Task 11 - Funding
Financial Feasibility of CIP
Evaluate Funding Options/SRF Documents
Draft Chapter 11
Review Meeting with County
Finalize Chapter 11
Task 12 - Potable Water Master Plan
Develop Draft Master Plan
Review Meeting with County
Finalize Master Plan
Task 13 - Presentations
Presentations to BOCC
Task 14 - O&M Manual
Develop Draft Manual & Submit to County
Review Meeting
Finalize O&M Manual
= Meetings/Workshops
= Deliverables
= BOCC Presentations

TAB VII.

RECENTLY ACCOMPLISHED SIMILAR PROJECTS

VII. RECENTLY ACCOMPLISHED SIMILAR PROJECTS

Similar Projects

The following pages feature examples of recently accomplished projects that are similar in nature to the scope of work required by Charlotte County for this project. Per the County's request, we have provided details for each of these projects regarding:

1. Schedule control
2. Cost control
3. Water modeling experience
4. Water quality analysis
5. Operation and maintenance manual
6. Recommendations with specific timelines and trigger points

References

The Jones Edmunds Team applies our knowledge and expertise to provide high-quality professional services with loyalty, personal commitment, and technical excellence. **Please contact any of the individuals listed below to receive recommendation on Jones Edmunds' ability to provide effective and efficient services as detailed in the pages that follow.**

- Bruce Bullert, PE
  Engineering Manager, Charlotte County
  Water System Planning & Improvements
  941.764.4509

- Steve Soltau
  Operations Director, Pinellas County Utilities
  Water Distribution Improvements/ Water Master Plan
  727.453.6990

- James McLellan, PE
  Public Works & Utilities Director, City of Bradenton
  Water Facilities Planning & System Improvements
  941.708.6300

- Kevin Felblinger, PE
  Engineering Manager, City of St. Cloud
  Water Evaluation Report, Water Master Plan and Wellfield Siting Study and Permitting
  407.957.7353

- Krystal Azzarella
  Utilities Tech. Project Supervisor, Polk county
  SWRUSA Potable Water Master Plan
  863.298.4195

In addition to our firm's reference list, below is **a list of references for our Project Manager, Erin Hunt, PE.** Feel free to contact these references to learn more about their experiences working with Erin on past projects.

- Jim McLellan, PE, City of Bradenton
  Water Use Permitting
  941.708.6300

- D.C. Maudlin, City of Leesburg
  Southwest Water Master Plan
  352.435.9442

- Josh Behr, Polk County
  SWRUSA System Analysis
  863 298-4212

VII. RECENTLY ACCOMPLISHED SIMILAR PROJECTS

Client Contact:
Bruce Bullert, PE,
Engineering Services Manager
Phone: 941.764.4509
bruce.bullert@charlottecountyfl.gov
25550 Harbor View Road
Port Charlotte, Florida 33980

1. Schedule control: The work order evaluations, meetings, and recommendations were completed for CCUD within the requested schedule to allow the County to make decisions and recommended improvements.

2. Cost control: The work orders were completed within the authorized budgets.

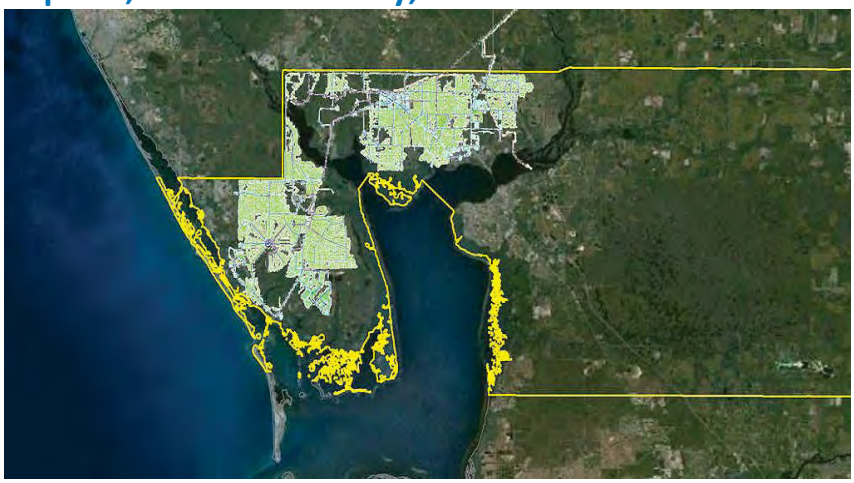
3. Water modeling experience: Jones Edmunds calibrated the updated water distribution system model using field data of pressures and flows and developed and oversaw a field test plan that was executed by CCU staff. We updated model to include water quality and developed model simulations to assist with specific system expansion and improvement projects per CCUD's request.

4. Water quality analysis: Model simulations to predict water age and flushing frequency to maintain total chlorine residual.

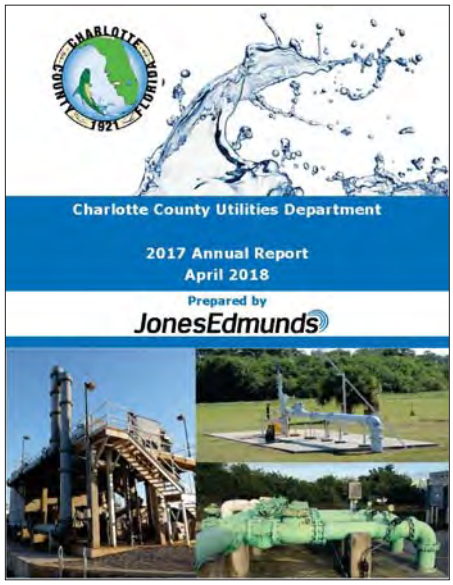
5. Operation and maintenance manual: An O&M Manual has not been developed under these work tasks, but recommendations made are beneficial to the development of standard operating protocols, system maintenance, and flushing for future O&M incorporation.

6. Recommendations with specific timelines and trigger points: Based on results of various modeling scenarios and evaluations for CCUD for the water system, we recommended that CCUD develop a Water Master Plan for the entire potable water distribution network to detect system deficiencies and needed improvements under the build-out demand conditions to assess impacts to replenishment volume for the ground storage at the Wallenda and Gulf Cove HSPS and evaluate impacts for the West-County system.

Potable Water System Evaluations and Annual Reports; Charlotte County, FL



Project Overview: Charlotte County Utilities Department (CCUD) operates a consecutive water system with source water provided by PRMRWSA and maintains a water system model. Jones Edmunds was selected in 2008 as the water model consultant to update, expand, and calibrate the water distribution model. We hydraulically analyzed and evaluated existing and future system conditions and water age. We identified existing system deficiencies and made recommendations for system improvements. We have provided water modeling and planning services to CCUD with hydraulic water model maintenance and design scenarios, hydraulic model calibrations, water quality modeling and maintenance, hydraulic modeling scenarios, and documentation of the recommendations and findings.



Recent hydraulic modeling assessments established the design range in suction pressures and the required operating conditions for the Myakka Booster Pump Station during the build-out and future construction of a new 24-inch Myakka River water main crossing. A second modeling assessment corresponded to an FDOT road project on US 41 to relocate utilities, and CCUD requested evaluation and recommendation of water main sizing for build-out. Jones Edmunds prepared the 2017 Annual Report and is working on the 2018 Annual Report. As part of this work, our staff visits all the CUD water facilities, booster pump stations, and interconnects; conducts interviews operational staff; and prepares the report. The report provides CCUD staff and the public with a status of facility operational status, regulatory compliance, recommended planning, and capital improvement projects and tracks major events at the water facilities.

VII. RECENTLY ACCOMPLISHED SIMILAR PROJECTS

Client Contact:
Steve Soltau
Utilities Operations Manager
Pinellas County Utilities
6730 142nd Avenue
Largo, FL 33771
ssoltau.co.pinellas.fl.us
727.453.6990

1. Schedule control: Coordination with a large stakeholder group across multiple departments was a key to schedule control on the Master Plan and IWRMP projects.

2. Cost control: These were lump-sum projects. No additional funding was requested or needed to complete.

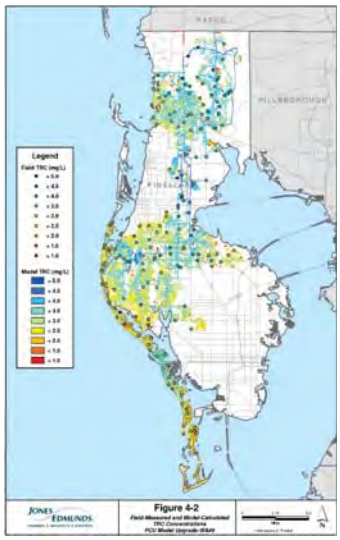
3. Water modeling experience: We developed the County-wide water system hydraulic and water quality model for the evaluations and master plan, and the IWRMP model with integrated results from water, reclaimed, wastewater, and stormwater modeling.

4. Water quality analysis: Water age in the potable distribution system, total chlorine residual, and nitrification byproducts (nitrate/nitrite) were used to develop a water quality model and recommend system operations minimum thresholds to improve water quality.

5. Operation and maintenance manual: One of the recommended projects was the design and construction of the 45-MGD Keller Transfer Pump Station and Chemical Treatment Facilities. Jones Edmunds designed and constructed the facilities and prepared an O&M Manual in accordance with FDEP requirements.

6. Recommendations with specific timelines and trigger points: Projects were recommended and prioritized based on requirement: "They must pay for themselves within a 20-year period based on the reduction and savings in flushing water." Implemented projects included 45-MGD Keller Pump Station, North Booster Pump Station Improvements, and Chlorine Booster Stations.

Water Distribution Improvements/Water Master Plan, and Integrated Water Resources Management Plan (IWRMP); Pinellas County, FL



Project Overview: Jones Edmunds conducted a phased approach to implement a water quality study, blending study, and chemical treatment evaluation to resolve water quality problems within the Pinellas County Water System (PCWS) after conversion to chloramine disinfection in 2002. PCWS is a consecutive system that receives water from Tampa Bay Water from three sources – groundwater, surface water, and desalinized water. We developed a County-wide WaterGems® hydraulic model and updated the model in 2010 to address water quality issues with distribution system nitrification issues due to chloramines. We used water quality modeling to plan the system improvements to reduce the flushing volume. The water quality model results were used to help develop the short- and long-term improvements to mitigate nitrification issues in the low-water-use areas along the north and south beaches. Our model results showed that the proposed improvements significantly reduce the flushing volume by 300 MGY, resulting in significant cost savings. PCU adopted the results of this project as a 5-Year Water Master Plan to improve the water system operations and reduce costs.

Pinellas County has the overall goal of protecting water resources in the County in the most cost-effective manner. The County formed an intra-departmental task force, known as the Integrated Water Resources Team, to plan this more integrated approach to environmental stewardship. Jones Edmunds then worked with the team to develop a list of between 20 and 30 project options and facilitate discussions on grouping options together based on specific themes (e.g., lowest cost, greatest improvement to load reductions) to create between eight and ten alternatives. These objectives guided the formulation of alternatives for capital improvements and resource management. For this scope of work, the programs considered were water, wastewater, reclaimed water, surface water, and solid waste.

The Pinellas County plan for long-term water resource management included a Resiliency Analysis that evaluated various sea-level rise scenarios on County infrastructure.

The IWRMP provided an overall plan including projects and activities related to four sets of planning horizons: very short-term for the next 1 to 2 years; short-term for the next 5 years; medium-term for the next 25 years; and long-term for 50 years and greater, generally related to climate-change issues. We completed a resiliency analysis that evaluated the impact of various sea-level-rise scenarios on County water, wastewater, and stormwater infrastructure. We used this evaluation to assess the timeframe and likelihood of infrastructure replacement and upgrades and how these would impact future development scenarios. We also considered the timeframe and likelihood of sea-level-rise impacts as part of the resiliency of proposed project options for the evaluated planning horizons.

VII. RECENTLY ACCOMPLISHED SIMILAR PROJECTS

Client Contact:
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Director of Public Works and Utilities
Public Works Department
City of Bradenton
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Bradenton, FL 34205
jim.mclellan@cityofbradenton.com
941.708.6300

1. Schedule control: The Water Facilities Plan was completed within the project schedule of 12 months to allow the City to develop 10-year CIP and implement critical water line replacements.

2. Cost control: Jones Edmunds used a field data collection program that was performed with assistance from City staff for testing of chlorine residual and turbidity, installation of pressure monitoring stations, and fire flow testing. This information was input into the water model and significantly reduced the engineering costs of the plan.

3. Water modeling experience: Jones Edmunds developed the City's potable water hydraulic model in 2002 and updated and recalibrated in 2012 to provide hydraulic and water quality modeling to evaluate aging water mains and develop recommendations for water main replacements over a 10-year CIP.

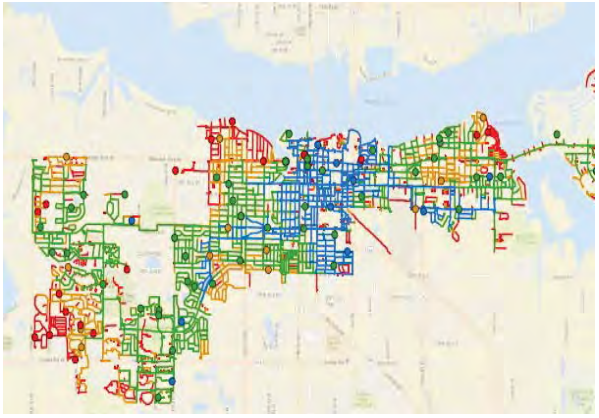
4. Water quality analysis: Chorine residual, turbidity analysis, geocoded (spatial) pipe breaks and water quality complaints, and pressures were used in the model to develop and determine areas of tuberculated cast iron pipes and low-grade PVC pipes for replacement.

5. Operation and maintenance manual: The new potable ASR-2 well, surface facilities, and degasification tower were placed online in September 2018, and Jones Edmunds developed an O&M Manual for these facilities.

6. Recommendations with specific timelines and trigger points: The Water Facilities Plan had a 10-Year CIP with prioritized water main replacements.

Water Facilities Planning & System Improvements Bradenton, FL

Project Overview: Jones Edmunds prepared the original Water and Sewer System Master Plan for the City in 1982 in support of the City's $69,320,000 Utility System Bond Program. Since then, we have helped the City implement and update the Master Plan, including design and construction of over 30 projects totaling approximately $80 million in construction costs. These projects have included expansion of the City's surface water supply reservoir, a new surface water treatment plant, water transmission and distribution mains, and a potable ASR program with degasification technology to mitigate arsenic issues.



The City requested that Jones Edmunds update the hydraulic model, add a water quality component, and use it to plan system improvements to address the aging water system problems. A pipe-scoring model-based methodology was used to develop a pipe replacement prioritization that allows the City to target 'priority-ordered replacement groups' in the most problematic areas. Condition-based information on the roadways, wastewater system, and stormwater system were overlaid on water system replacement priority maps to develop a complete Infrastructure Improvements & Water Master Plan.

Jones Edmunds developed the City's potable ASR-1 well and membrane degasification facilities to provide water supply sustainability and resiliency. In coordination with the City and ASR Us, LLC, we are expanding the potable ASR program with ASR-2, 3, and 4 wells with a permitted storage capacity of 800 MG and permitted, designed, and constructed degasification facilities and ASR-2 at the City's surface water treatment plant.

VII. RECENTLY ACCOMPLISHED SIMILAR PROJECTS

Client Contact:
Kevin Felblinger
Engineering Manager
City of St. Cloud
1300 Ninth Street
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kfeblinger@stcloud.org
407.957.7353

1. Schedule control: The master plan and implementation of key water supply, production, and treatment projects were completed within a 5-year period to allow the City to come into compliance with EPA Stage I & II DPB Rules and improve overall water quality to its citizens.

2. Cost control: Jones Edmunds worked closely with the City to include a hydraulic water model within the budget for the overall water master plan project.

3. Water modeling experience: The water master plan included development of a WaterGEMs® hydraulic and water quality model to evaluate water age, and current and future growth scenarios and recommend improvements to accommodate growth and maintain level of service and water quality.

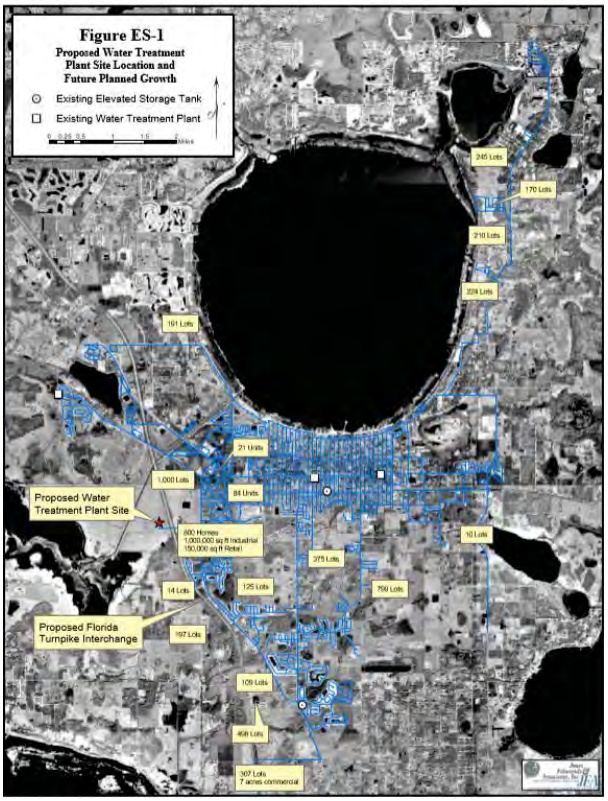
4. Water quality analysis: The City's groundwater wells were analyzed and found to have high levels of DOC, color and hydrogen sulfide. Total trihalomethane (TTHM) and haloacetic acid five (HAA5) formation potential tests were conducted to recommend treatment for compliance with the upcoming EPA Stage I & II DBP Rules.

5. Operation and maintenance manual: Jones Edmunds prepared a Water System O&M Manual in accordance with FDEP requirements and guidelines for the 9 MGD Water Treatment Plant No. 4.

6. Recommendations with specific timelines and trigger points: A 10-Year CIP was developed with specific time frames and costs for the 12 MGD well field, 9 MGD WTP No. 4, NE Booster Pump Station, WTP No. 2 and No. 1 Improvements, and over 30 water transmission upgrades for growth.

Water Master Plan; St. Cloud, FL

Project Overview: Jones Edmunds provided a Water Master Plan for the City to complement the Water System Evaluation that Jones Edmunds performed for the City for their three existing Water Treatment Plants. The Water Master Plan involved immediate and long-term water system planning (10 years and 20 Years), including evaluating staffing needs, evaluating the distribution system and determining replacement costs, and projecting additional needs.



The final master plan report recommended the development of a new 12-MGD wellfield to improve source water quality and meet growth for the next 20 years and the design and construction of a new 9-MGD Magnetic Ion-Exchange (MIEX®) WTP to remove dissolved organics, color, and hydrogen sulfide from the Floridan aquifer groundwater to meet the EPA Stage I & II DBP Rules. We prepared a preliminary opinion of probable construction costs and total project costs for the water treatment plant improvements and well field expansion. The overall Water Master Plan develop a 10-Year CIP with $40 million of water system improvements to address growth, improve water quality, and address aging infrastructure.

VII. RECENTLY ACCOMPLISHED SIMILAR PROJECTS

Client Contact:
Krystal Azzarella
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Winter Haven, FL 33880
Krystalazzarella@polk-county.net
863.298.4195

1. Schedule control: Jones Edmunds completed the work within the County's requested project schedule to allow capital projects to be budgeted and implemented.

2. Cost control: Jones Edmunds was able to complete the Master Plan within the County's budget for the project.

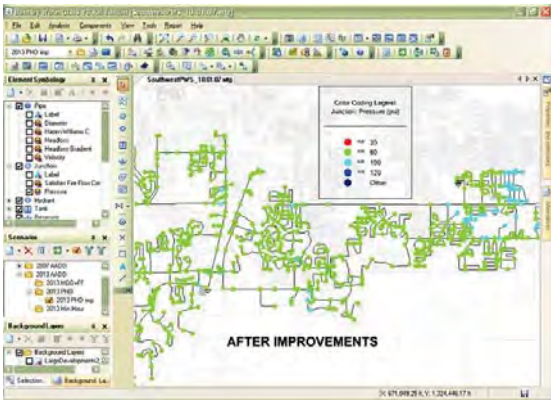
3. Water modeling experience: Jones Edmunds prepared hydraulic models of the water distribution system, model calibration, and water quality modeling.

4. Water quality analysis: Jones Edmunds as a follow-up to the initial Master Plan work conducted distribution system water quality sampling and analysis for disinfection byproducts, total chlorine residual, and nitrification byproducts (nitrate/nitrite) for water quality modeling.

5. Operation and maintenance manual: As part of the recommended improvements, Jones Edmunds designed and constructed the Imperial Lakes WTP, which included preparation of an O&M Manual for the WTP and associated distribution system.

6. Recommendations with specific timelines and trigger points: As part of the Water Master Plan, we tied recommended system improvements to level of service requirements for pressure and flow triggers (water production rates, fire flow requirements, system pressure) to allow improvements to be made when growth and County funding is available.

Potable Water Master Plan for the Southwest Regional Utility Service Area (SWRUSA) Polk County, FL



Project Overview: Jones Edmunds prepared a Water Master Plan for the Polk County Utilities Southwest Regional Utility Service Area (SWRUSA). Approximately $10 million of water projects were identified and prioritized as part of this master planning project. Our master planning services included:

- Develop population forecasts for the SWRUSA
- Develop service-area maps and compiling historical demands
- Establish future growth areas and estimating future demands
- Evaluate the existing water supply, treatment, and distribution systems
- Prepare hydraulic models of the water distribution
- Calibrate the water system model
- Develop Community Investment Program (CIP) water projects for short-term (2015) through long-term (2040) planning periods
- Establish pressure thresholds and plant flow triggers to right-time improvement projects and maintain level of service

The Master Plan assumed a specific growth rate, which was reasonable for the economic conditions at the time and identified the year that each project needed to be implemented. The actual observed growth patterns versus the expected growth projections reflected in the Master Plan may vary significantly with changing economic conditions.

As a result, Jones Edmunds also supported the County by tying all recommended projects to level of service targets. This allows the County to review system pressures, treatment plant production flow rates, pumping efficiencies, and available fire flows over time to determine when changed system performance justifies implementing long-term projects. This flexibility has allowed the County to adapt to not only growth, but also to any changes at the production facilities and distribution system, new regulatory constraints imposed as part of the Central Florida Water initiative, and potential regionalization concepts that would benefit the County as a whole.

TAB VIII.

EXPERIENCE AND CAPABILITIES

VIII. EXPERIENCE AND CAPABILITIES

Burnt Store Reverse Osmosis Water Treatment Plant, Charlotte County, FL

For over 40 years, the heart of Jones Edmunds firm has been serving Florida communities to address their municipal infrastructure needs. Dr. Richard Jones and Bob Edmunds founded our company on water and wastewater engineering. Since then, the firm has continually provided unrivaled engineering consulting services to utilities throughout Florida to address their environmental, water, wastewater, and reclaimed water needs.

We offer the experience and capabilities needed to help the County address its potable water master planning needs. We have highlighted specific examples of this experience in previous sections. The discussion below presents further discussion of our experience and capabilities that may be required for the master plan.

A. Value Engineering

Jones Edmunds' knowledge of both the design needs and impacts to overall costs allows our team to find ways to improve the value for the County's potable water system as we develop the Master Plan. We work collaboratively with our clients to identify and fully evaluate potential costs savings. A couple of examples of our value engineering services follow.

The focus of these value engineering services is to identify ways to lower operating costs, select cost-effective systems, improve efficiencies, and enhance overall operations.

- **Charlotte County Utilities Value Engineering, East Port Stage 1 & 2 Improvements Construction Administration –** Jones Edmunds provided value engineering services to the County and the lowest responsive bidder for the East Port Stage 1 & 2 Improvement project. The County's budget was approximately $12 million for the improvements to the 6-MGD WRF.

East Port WRF Stage 1 & 2 Expansion Improvements, Charlotte County, FL

  Jones Edmunds worked with the Contractor and County Engineering and Construction staff to evaluate and recommend approximately $1.6 million of modifications to the Contract Documents to match the plant improvements with the County budget. The project was able to move forward and remain on schedule because of these services and cooperation between all parties.

- **City of St. Cloud WTP No. 4 - MIEX Water Treatment Plant** – Through the early phases of the design of this water treatment plant, modifications to the treatment process were made that allowed single pumping, using well pumps to pump to facility, with gravity flow through remainder of plant to eliminate multiple pump stations. This value engineering idea developed collaboratively with the City not only reduced construction costs but also provided life-cycle cost savings. The project received many National Awards for innovative design and value-engineering ideas including: 2009 ASCE Outstanding Civil Engineering Achievement (OCEA) Award and 2009 AAEE Excellence in Engineering.

MIEX Water Treatment Plant, City of St. Cloud, FL

B. Life-Cycle Cost Analysis

We understand that utilities must make decisions not only on capital costs, but also on overall operation and maintenance costs. To facilitate this decision-making process, we routinely develop life cycle costs for project alternatives. Our life-cycle cost analyses include consideration of direct costs (material and

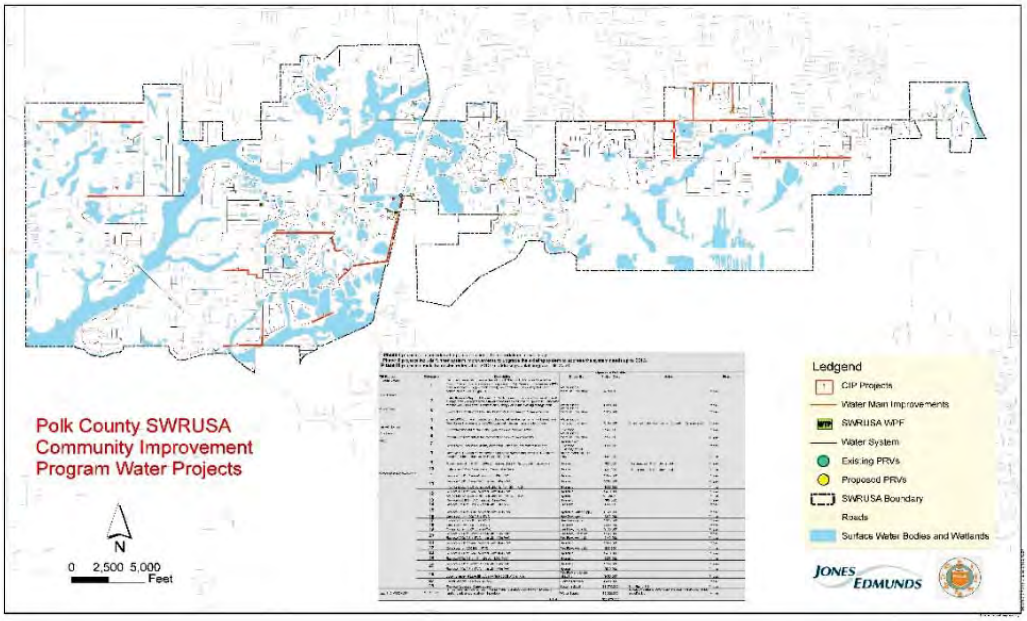
labor for equipment), indirect costs (material and labor for purchasing and supervision), and operating costs (such as labor, power, and maintenance/replacement parts). Some life-cycle cost analyses completed as part of studies/reports by the Jones Edmunds team members proposed for this project include the following:

- **City of Leesburg Southwest Water Master Plan** – Based on a life cycle cost analysis and the overall evaluation, an alternative reallocated water supply, expanded treatment at a centrally located existing water treatment plant, and reduced overall pumping costs. This alternative presented a significant life-cycle cost savings to the City.
- **City of St. Cloud Water Master Plan Report for New 9-MGD Water Treatment Plant** – Evaluation of Alternative Water Technologies to Reduce DBPs.
- **City of Bradenton Water Treatment Plant Rerate** – Increased capacity of water treatment plant by 4 MGD for a total cost of $600,000. Options were evaluated, and the lowest life cycle cost alternative was implemented.
- **Pinellas County Water System Nitrification Mitigation Alternatives Evaluation** – Recommended water system improvements that pay for themselves over a 20-year life through reduction in flushing water requirements.
- **City of Clearwater, WRF Mixer Replacements** – Recommended the replacement of 55 mixers ranging from 5 to 10 Hp/each with new mixers of 1 and 2 Hp/ea using innovative hyperbolic blade technology that reduced energy costs and ragging problems and had a 5-year return on investment.

C. Critical Path Method

Defining and proactively managing the critical path of a project is key from planning through implementation. Often, permitting, land acquisition, or equipment lead times can impact project schedules and defining these critical path items early in the planning process can assist in defining a schedule that allows for timely implementation. Throughout the implementation process, these critical path schedules must be revisted and updated and ideas to expedite them reviewed.

Jones Edmunds leverages our extensive experience with utility projects in Florida, understanding of the local permitting process, and relationships with local equipment providers to develop realistic schedules during planning. We also work with our



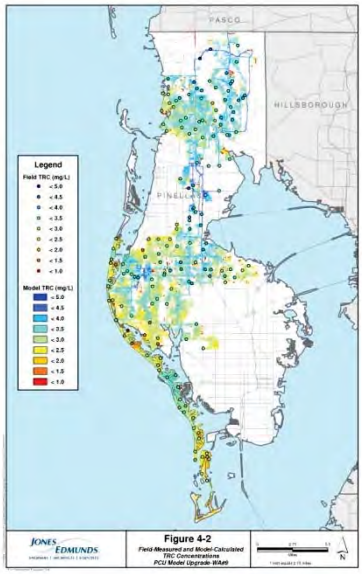
Polk County Southwest Regional Utility Service Area Master Plan, FL

internal Construction Services team to review these schedules and consider time-savings ideas throughout project implementation.

For the Polk County Southwest Regional Utility Serivce Area Master Plan, Jones Edmunds developed a master plan that defined ciritical path schedules for recommended improvements. We have worked with the County to implement criticial infrastructure improvements and update implementation schedules based on project updates and system needs.

D. Water Modeling and Water System Evaluation

Since our inception in 1974, Jones Edmunds has offered hydraulic modeling and system evaluations to support complex, large-scale project management, planning, and design efforts for water system infrastructure improvements. Our goal is to help clients provide safe and reliable water systems that maximize system connection efficiency and reduce operating costs. With our thorough understanding of pressure system design, in-house modeling tools, and expertise in pipe materials, Jones Edmunds is highly qualified to create and apply computerized modeling to evaluate pipelines. Below are a couple of examples of our experience and capabilities:



- **Pinellas County Water System Hydraulic Model Update** – Jones Edmunds performed a comprehensive evaluation of the Pinellas County Utilities (PCU) water system operation and distribution water quality to characterize the nitrification occurrences in the system and recommend improvements to reduce the flushing volume required to remediate the nitrification.

- **City of Bradenton Water System Hydraulic Model Update** – The City authorized Jones Edmunds to create a calibrated model of its water distribution system and use the model to plan system improvements. The calibrated model was used to develop system improvements and evaluate system conditions. Over the last decade, the declining condition of old unlined cast iron water mains in unimproved portions of the system, about 30% of the water mains, has led to decreased available fire flow, increased water main breaks, and reduced water quality requiring increased flushing. Jones Edmunds used the model to plan system improvements to address the aging water system problems.

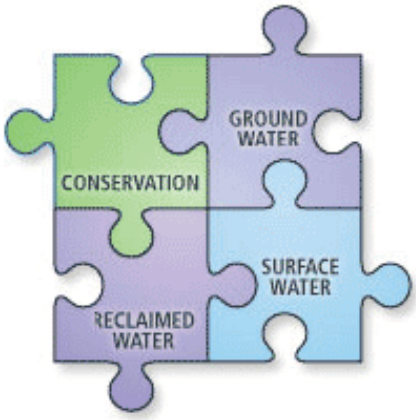
E. Energy and Water Conservation

For a sustainable utility and to provide an affordable and high level of service to customers, energy conservation is a critical aspect of overall utility operations. A critical aspect of energy conservation measures is to understand the overall life-cycle costs of potential operations and facility improvements.

City of Clearwater, FL, Northeast 13.5-MGD WRF

Energy conservation starts with equipment and process selection and continues throughout facility operations. We have worked with utilities throughout Florida to optimize energy use, maximize the use of alternative energy sources, and conduct audits of existing facilities with a focus on reducing overall power consumption. For instance, our team performed energy audits for the City of Clearwater's three water reclamation facilities, which have a total permitted capacity of 28.5 MGD. Jones Edmunds provided knowledge of the existing water reclamation facility, process performance limiting factors, unit process models and evaluations, and operations to assist in developing energy-reduction concepts at the three facilities. **The initial energy audit identified $9.9 million of energy-saving capital improvement projects that could be implemented, and all improvements are paid through the annual energy savings at each facility.**

Jones Edmunds also offers extensive experience with conservation planning or demand side management including:



- **St. Johns River Water Management District (SJRWMD) Pilot Study** – This project matched accepted water use and conservation benchmarks with standardized county appraisal information to calculate potential water use savings and create conceptual water conservation plans for the following six public water suppliers within SJRWMD: Gainesville Regional Utilities, City of Leesburg, City of Palm Bay, City of Palm Coast, St. Johns County Utilities, and City of Vero Beach.
- **St. Johns County Utility Department (SJCUD) Water Conservation Initiative –** This project established a system for tracking, measuring, and reporting water savings from conservation efforts. The County tasked Jones Edmunds with integrating specific information into the County's existing Utility GIS and Cityworks database. The linkage allowed more refined analyses of water conservation and customer demands.
- **St. Johns County Ponte Vedra Water Conservation –** Jones Edmunds integrated the account-level water consumption records with the property appraiser's GIS data to develop multiple residential and non-residential water-use profiles. These profiles allowed Jones Edmunds to apply targeted Best Management Practices (BMPs) to maximize water use savings and practicality and to develop several scenarios to evaluate the water savings potential and associated costs for implementing various aggressive demand-management programs.

F. New Energy Resources

Charlotte County is a Certified Silver Florida Green County. In support of the County's Mission and Stewardship Vision that encourage alternative energy and green solutions, our team has the experience to support the County in evaluating the application of alternative energy options for your potable water system. We look for ways to decrease energy use and provide alternative energy options **using technologies that are proven and reliable, are easy to operate and maintain, are permittable and constructible, and have a reasonable return on investment for the County including evaluation of the "triple-bottom" line**. Jones Edmunds completed a similar evaluation for the East Port WRF in 2011 including evaluating alternative energy sources, energy efficiencies, and possible funding.

G. Environmental Assessment

From the ecological, wildlife, and archaeological assessments associated with facility siting to the due diligence assessment in support of property transactions, Jones Edmunds' experienced environmental staff conducts a wide array of assessment activities. Our environmental personnel assess wetlands, perform threatened and endangered species studies, and relocate gopher tortoises. We can also mobilize emergency crews to construction sites if an environmental issue is unexpectedly encountered. Recent assessments performed by the Jones Edmunds proposed team include the following:

- Charlotte County – Grand Master Lift Station Construction
- Charlotte County – Deep Creek Force Main – LS#321 Design and Construction
- Charlotte County – Charlotte-Lee County Potable Water Interconnect Route Evaluation (Wetland/Wildlife Assessment)
- Braden River Utilities – 8-Mile Transmission Main for Reclaimed Water
- Citrus County – Southwest Regional WWTF Expansion
- City of St. Cloud – 9-MGD Wellfield Siting Evaluation and Plant Siting
- City of St. Cloud – Wetland Monitoring for WTP Wellfield
- City of Bradenton – Wastewater Transmission System Improvements (Wetland Delineation, Sovereign and Submerged Lands Lease, and Permitting)

H. Specialized Experience

Geospatial Information Solutions

Jones Edmunds is one of the few Florida-based engineering firms offering complete in-house GIS services. Our GIS personnel are degreed professionals encompassing a breadth of technical disciplines including civil and environmental engineering, geography, urban and regional planning, stormwater management, geology, and asset management. **This combination of engineers, analysts, and programmers has enabled us to successfully build GIS data and applications for infrastructure management.** Jones Edmunds is experienced in designing, populating, and implementing water/wastewater geodatabases that improve facility mapping, design, monitoring, modeling, and asset and work-order management. Additionally, our staff offers a wide variety of professional GIS support and consulting services tailored to the needs of our clients:

- Utilities Infrastructure Mapping and Database Development
- Asset Management
- Mapping and Spatial Analysis
- Model Development
- Data Conversion Services
- Application Development, Training, and Implementation Services
- Image Processing and Remote-Sensing Services
- Global Positioning System (GPS) Services

Our complete GIS services actively support water resource and stormwater management applications and analysis. Our digital mapping of storm drainage systems, combined with digital-orthophotos, existing surveys, and field GPS data collection, is the foundation for economical infrastructure management.

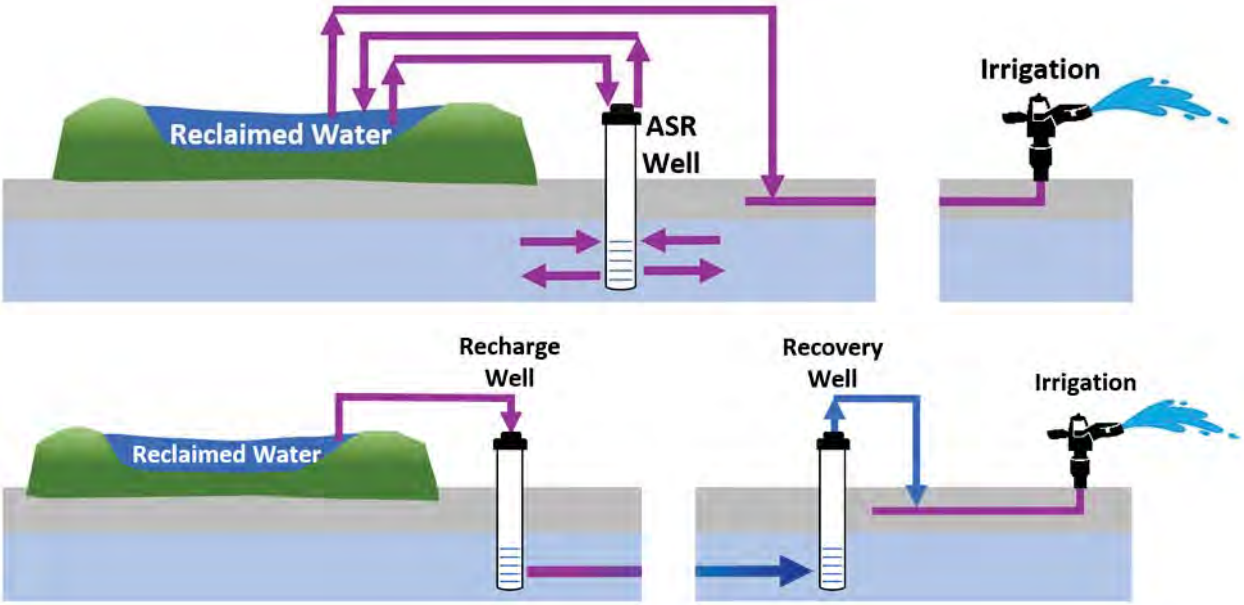
Jones Edmunds is also an Esri (Environmental Science Research Institute) Business Partner, a relationship that benefits our clients by our being able to supply and integrate Esri's standards and technology into our clients' systems and to train client staff in these standards and technology. Our approach to GIS combines Jones Edmunds's engineering and environmental expertise with our data management and programming capabilities to provide integrated services to our clients.

Integrated Water Planning

Using an integrated water supply approach is becoming increasingly important to meet increasing water demands in a reliable and sustainable manner. Jones Edmunds is one of the leaders in Florida in evaluating and implementing this "one water" approach including leveraging reclaimed water and storm water to offset potable water demands or providing recharge for valuable ground water sources. A few examples of our experience include:

- Pinellas County Integrated Water Resources Management Plan
- St. Johns County Integrated Water Resources Plan
- City of Bradenton Recharge Well
- City of St. Cloud Recharge Well
- Flatford Swamp Recharge Pilot Project

The Jones Edmunds team also includes Johnson Engineering and ASRus, both of whom provide extensive experience with ASR and managed aquifer recharge (MAR) and using an integrated approach to water supply.



TAB IX.

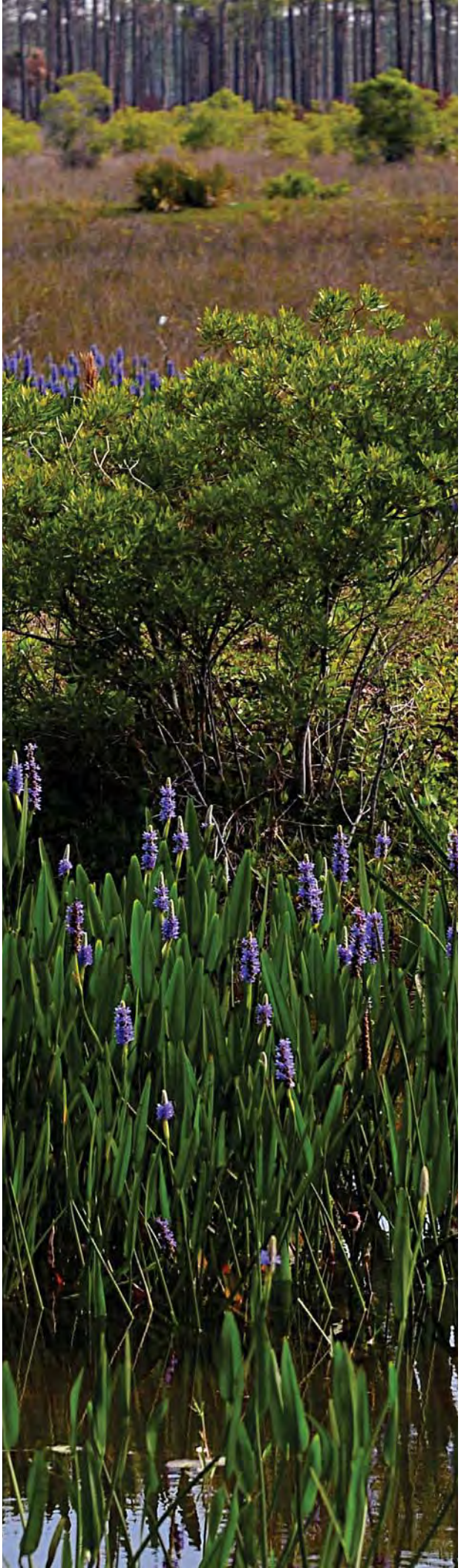
VOLUME OF WORK

IX. VOLUME OF WORK

Jones Edmunds received $1,194,838 in payments from the County over the past 24 months (see Proposal Submittal Signature Form).

TAB X.

LITIGATION



X. LITIGATION

Litigation in the Last 5 Years

2015-CA-002220 (Angelo's Aggregate Materials, Ltd. vs. Jones Edmunds & Associates, Inc.) filed April 2015, Circuit Court of the Sixth Judicial Circuit in and for Pasco County, Florida

Negligence and breach of contract related to denial of a permit to construct a Class I Landfill.
Jones Edmunds was retained to file a permit application for a new Class I Landfill. The permit was denied by FDEP and Jones Edmunds was sued for negligence and breach of contract. The suit was settled in April 2018.

TAB XI.

MINORITY BUSINESS

XI. MINORITY BUSINESS

Jones Edmunds supports Charlotte County's commitment to increase the participation on of local, small, women, and minority businesses in the procurement of commodities and services.

Our subconsultant, Johnson Engineering, is a local business, with an office in Port Charlotte, Florida (see Proposer Form for more details).

In addition, ASRus, LLC is 55-percent owned by an Asian American female, but this certification has not been obtained at the state level because Tailyn McNeal is not licensed as a Professional Engineer or a Professional Geologist, which the State requires to be certified in these categories. Tailyn is, however, an active and integral employee of ASRus and key to the continued success of our firm. Her ability to handle Human Resources and other administrative functions within the firm allows our Project Engineers and Geologists to focus on what they do best – serve the technical needs of our UIC customers. ASRus is a certified Small Business Enterprise (SBE) in the City of St. Petersburg and in Hillsborough County.

We also have established working relationships with many other small and minority- and women-owned firms that can be called on to help support with tasks under this contract as needed.

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Potable Water Master Plan

RFP #2019000221

Charlotte County, Florida

13 February 2019

BLACK & VEATCH

Black & Veatch Corporation
4415 Metro Parkway, Suite 200
Fort Myers, Florida 33916
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February 13, 2019

Senior Division Manager - Purchasing
Charlotte County Administration Complex
18500 Murdock Circle, Suite 344
Port Charlotte, Florida 33948-1094

RE: Potable Water Master Plan (RFP 2019000221)

To the Board of County Commissioners & Professional Services Committee:

Black & Veatch understands that Charlotte County Utilities Department (CCUD) is devoted to providing safe, adequate, and reliable service to its existing and future customers. This Potable Water Master Plan will ensure that CCUD will continue to meet residential, commercial, and industrial customer needs, meet federal, state, and local regulatory requirements, and provide minimal level of service requirements. Black & Veatch also understands that the County is looking for a consultant that will provide a comprehensive, defendable, and adaptive capital improvement plan that addresses the County's growth, capacity, water quality and operational needs. Black & Veatch will provide CCUD such a master plan on schedule, on budget and with increased functionality to enable to County to make informed decisions and adapt to the ever-changing conditions affecting the management of water systems.

Black & Veatch is the right team to support the County with this project. Black & Veatch is an industry leader in potable water system planning and offers the technical expertise, innovative planning tools, and approach needed to deliver a dynamic Potable Water Master Plan that will support the County in meeting its core mission. We have assembled an extremely well qualified team of professionals that will offer the following benefits to Charlotte County:

✓ ## A Management Team Ideally Suited for the Success of the Master Plan

Black & Veatch's project manager and planning manager are ideally suited to provide CCUD with the best of both worlds between familiarity with the County systems and a fresh perspective for innovative ideas. Mike McGee, project manager, has significant familiarity with the County's systems and procedures, and Amanda Schwerman, planning manager, brings a fresh perspective and industry best practices for water system planning. Mike and Amanda commit to frequent communication with the County and to the successful completion of a world class master plan.

✓ ## Innovative Planning Tools to Build Upon Previous Successes

The operation and management of the County's water system is very dynamic, with many factors influencing the decisions and schedules for system improvements. To address this challenge, Black & Veatch will support the County in developing a Potable Water Master Plan based on an adaptive planning approach and supported by dynamic planning tools. Our goal is to build upon the County's existing successes, without re-inventing the wheel, to enhance CCUD's system knowledge and decision-making ability. This will allow the County to be nimble and adapt to changing conditions. Our

Team includes industry leading specialists with experience delivering dynamic master plans and tools to water utilities throughout the Country. We will leverage the latest functionalities available in software for hydraulic and water quality modeling, GIS, and asset management; and share our custom interactive CIP planning tools with the County. We will also provide training to County Staff on the use of these dynamic planning tools, which will allow the County to continue benefiting from the master planning effort long into the future.

✓ **Optimized Solutions based on a Holistic Understanding of the CCUD Water System**

The County can have complete confidence in Black & Veatch's ability to deliver a comprehensive master plan that is based on a holistic understanding of the entire Charlotte County water system; from the water supply sources to the customer taps. Black & Veatch has compiled a team with expertise in all the tasks needed to complete the water master plan from hydraulic modeling to water quality assessments to finance and funding. Our approach includes first obtaining a holistic understanding of the water system, and then using that detailed understanding of the County's system for defining optimized solutions for water quality improvements, hydraulic performance, operations and maintenance strategies, energy efficiency, and emergency scenario/resiliency plans.

The Black & Veatch Team is ready to provide timely, high-quality work products and services to the County consistently throughout this project. Our commitment is one of excellence, and one you can count on. Together, we will develop a comprehensive and dynamic Potable Water Master Plan that supports the County in maintaining a safe, reliable, and sustainable drinking water supply into the future.

We appreciate the opportunity to submit this proposal and look forward to discussing the value that our team will bring to Charlotte County for this project.

Regards,

BLACK & VEATCH CORPORATION

Mike McGee, PE, BCEE
Project Manager

Amanda Schwerman, PE, ENV SP
Planning Manager

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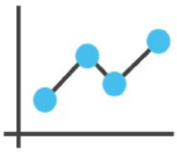
I. Team Proposed for this Project

BLACK & VEATCH OVERVIEW

Black & Veatch is a leading global engineering, construction and consulting company specializing in the fields of potable water, wastewater, reclaimed water, energy, telecommunications, and a wide range of fields pertinent to municipal infrastructure. We provide a full complement of engineering services including master planning, design, permitting, engineering studies, financial management, asset management, construction administration, construction inspection, operations optimization, information technology, environmental, and safety/security consulting services.

11,000+ Professionals
110+ offices
Six continents
7,000 active projects worldwide.

$3.2 Billion
in revenue
in 2016.



Safety Performance
0.58
Recordable Incident Rate
0.05
Lost Time Incident Rate

Master planning remains one of the most important endeavors that our clients undertake. Black & Veatch has successfully completed hundreds of master plans for water utilities throughout the U.S., ranging from small community water systems to planning $3 billion capital improvement programs (CIPs). Black & Veatch views these efforts as critically important, regardless of size.

Black & Veatch is also a leading innovator with regards to how master plans are used by our clients after studies are completed. Our plans typically involve an adaptive approach to planning, capital prioritization, and CIP management, and are supported by dynamic tools to allow the utility staff to actively manage the plan as conditions and priorities change with time.

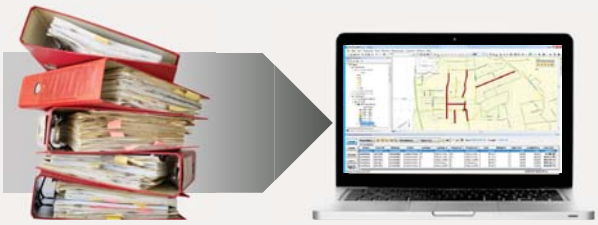
HIGHLY QUALIFIED PROJECT TEAM

The Black & Veatch Team will be led by the professionals in our Fort Myers and Tampa offices, including Project Manager Mike McGee who lives in and has worked with Charlotte County for years, and Planning Manager Amanda Schwerman who specializes in Florida master plans. Black & Veatch has over 340 professionals in Florida, with expertise in a broad range of engineering and related fields to support the County. We will also leverage our nationwide resources to bring the highest quality services and innovation to the County.

Our team also includes DMK Associates and Stantec, who have a long history of providing quality services to the County. Our team members will work seamlessly with each other and Charlotte County Staff throughout the master planning process.

The Right Tools and the Right Team

Water is a valuable resource, whether it is drinking water, wastewater, water reuse, stormwater, or any other form. Black & Veatch's Water Planning Professionals are solving the world's most important resource challenges by applying creativity, innovation, and superior technical capabilities. We understand that successful planning solutions require an understanding of your community, your stakeholders, and your needs. Our experienced local team members are backed by industry leading technical specialists and dynamic planning tools that will be applied to solve Charlotte County's specific needs.



BACKGROUND OF THE PERSONNEL

Project Manager and Planning Manager

The Black & Veatch management team combines a strong local PM, Mike McGee, who lives in and has worked for the County for years, with an experienced Florida Planning Leader, Amanda Schwerman, who has completed over 40 master plans and planning studies in her career; mostly in the State of Florida. These managers will provide the County with an efficient and knowledgeable team who can execute the Water Master Plan on time, on budget and with a realistic and adaptable capital improvement plan.

Mike McGee, PE, BCEE

Project Manager

Total Years of Experience: 27
Years with B&V: 1

Our Project Manager Mike McGee, who lives in Port Charlotte, has led various water system master plans and potable water planning studies for utilities throughout the state of Florida, including Sarasota County, the City of North Port, the City of Punta Gorda, Greater Pine Island Water Association, and the Peace River Manasota Regional Water Supply Authority. Over the past ten years, Mike has successfully worked with CCUD from planning through design and construction to implement potable water and reclaimed water transmission mains and pumping and storage CIP improvements as part of the CCUD US-41 Utility Improvements and Regional Reclaimed Water System projects. Additionally, Mike understands the intricacies of water system master planning, having served as lead planning engineer and hydraulic modeler on several projects over his career, including development of the very-first PRMRWSA regional transmission main hydraulic model. He is dedicated to delivering a dynamic and adaptive Water System Master Plan that meets all the County's goals and needs.

References:

Name: Rick Newkirk
Project: City of North Port, 10-Yr Water Supply Work Plan
Telephone Number: 941-240-8010

Name: Kevin Morris, PE, BCEE
Project: PRMRWSA Potable Water TM System Modeling
Telephone Number: 941-316-1776

Amanda Schwerman, PE, ENV SP

Planning Manager; Water System Evaluation Team Lead

Total Years of Experience: 14
Years with B&V: 5

As our Planning Manager, Amanda Schwerman will lead and support the coordination of tasks involved in the master planning effort. Amanda has served as the lead planning engineer and modeler on several water master plans within the state of Florida and throughout the world. Her recent water projects include master plans for the City of Tampa, Tampa Bay Water, City of Venice, DeSoto County, and Fort Myers. Amanda also has experience in asset management projects, including projects for the City of Tampa, Fort Myers, and Toho Water Authority. Additionally, she is familiar with the integration of water quality programs and principles into master plans and hydraulic models. Ms. Schwerman also currently serves on the AWWA Engineering Modeling Applications Committee and has a strong reputation of providing high quality and responsive services to our clients. She was also involved with WEF's Envision Taskforce and is a certified Envision Sustainability Professional.

References:

Name: Brian Pickard, PE, Chief Planning Engineer
Project: Tampa Potable Water Master Plan
Telephone Number: 813-274-3282

Name: John Banks, Utilities CIP Manager
Project: Venice Water System Master Plan Update
Telephone Number: 941-882-7297

Other Key Personnel

Kreg Maheu

Research and Data Gathering Team Lead

Total Years of Experience: 35
Years with DMK: 26

Kreg is DMK's Vice President of Engineering with over 30 years of experience as a civil engineer covering multiple disciplines. His experience includes both public and private practice. He has been involved in all aspects of civil engineering including land development, stormwater systems, transportation, water distribution and transmission systems, wastewater collection and transmission systems, and planning projects as designer, project engineer and project manager. He has extensive experience with local, state, and federal permitting applications processes. His experience also includes QA/QC, construction engineering & inspection and contract administration.

Ron Parker

Water Quality Analysis Team Lead

Total Years of Experience: 34
Years with B&V: 11

Ron will be leading the Water Quality tasks and has over 34 years of experience in facilities operation and maintenance, treatment plant startup and commissioning, chemical and energy use assessments and budgeting, operator training, process control troubleshooting, chemical feed systems, and O&M manual preparation. Formerly a senior operations manager of Tampa Bay Water, Ron was responsible for the operation of numerous water treatment plants and related subsystems, as well as QA/QC programs, plant analysis, and supervision of plant improvements. He is intimately familiar with the County's source water quality and limitations and can bring an unparalleled expertise in distribution water quality to the team.

Deanna Hamilton, PE

Document Master Plan Team Lead

Total Years of Experience: 7
Years with B&V: 1

Deanna is a Professional Civil Engineer with over 7 years' experience in the water/wastewater, utility and operations engineering industry in both Florida and Ohio. She has had the opportunity to work with a variety of clients and projects, including project and program management, alternative project development and strategy, evaluation and planning, extensive client and public communications, technical support for successful regulator negotiations, and report development. Her professional experiences have also included design and optimization of treatment plant improvements, construction oversight at treatment plants and wells, pump station and pipeline inspections, enhancements to municipalities' GIS databases, and CCTV analysis/pipe assessments.

Kevin Laptos, PE

Hydraulic Modeling Technical Advisor

Total Years of Experience: 28
Years with B&V: 11

Kevin serves as a Regional Planning Leader for the East Region of Black & Veatch Water Americas. He specializes in planning and modeling of water distribution and hydraulic transient analysis. He has over 28 years of professional experience in engineering practice and management involving the planning, design, construction, operation, and rehabilitation of water and wastewater systems. He has served as a Project Advisory Committee member for an AWWARF-sponsored research project (Verification and Control of Pressure Transients and Intrusion in Distribution Systems). Kevin also currently serves on the AWWA Engineering Modeling Applications Committee which developed the second edition of AWWA M32 (Computer Modeling of Water Distribution Systems). He is also a Fellow Member of ASCE and has authored and presented numerous technical papers related to system modeling, information management and GIS integration, and hydraulic transient analysis for AWWA and ASCE conferences and publications.

Bob Hulsey

Water Quality Technical Advisor

Total Years of Experience: 30
Years with B&V: 30

Bob serves as director of the Water Treatment Technology department of Black & Veatch's Water Technology Group. In that role, he leads a group of PhD and Master's level process engineers dealing with advanced treatment technologies such as micro-contaminant removal, high rate sedimentation and flotation, membrane and biological filtration, ozone and UV disinfection, distribution system water quality, and desalination. He has been involved in process design, equipment specification, start-up, training, and troubleshooting in many of Black & Veatch's premier projects.

Mark Martin

Project Director

Total Years of Experience: 31
Years with B&V: 31

Mark has a depth of experience in a variety of engineering projects, including water and wastewater treatment plants, pumping stations, and pipelines. His involvement in these projects has included feasibility studies, facility design and construction services. He has been involved in many large treatment plant design projects with the task of managing multiple engineering design staff members. He currently serves as the office leader for the Black & Veatch Fort Myers office.

Table 1: Project Team Experience in the Project Scope of Service Areas

TEAM MEMBER Role	B. Historical Data	C. Customer and Usage Projections	D. Potable Water Conservation Program	E. Irrigation and Reclaimed Water Use	F. Regional Water Supply Planning	G. Potable water Facilities	H. Potable Water System Expansion	I. Water Quality Evaluation	J. Consolidation of Private Utilities/Regionalization	K. Capital Improvement Projects	L. Funding Options	M. Graphics	N. Presentations	O. Potable Water System O&M Manual
Mike McGee Project Manager	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Amanda Schwerman Planning Manager; Water System Evaluation Team Lead	■	■			■	■	■	■		■	■	■	■	
Kreg Maheu *(DMK)* Research and Data Gathering Team Lead	■	■		■		■	■		■	■			■	
Ron Parker Water Quality Analysis Team Lead						■	■	■		■				■
Deanna Hamilton Document Master Plan Team Lead	■				■	■		■	■	■				
Kevin Laptos Hydraulic Modeling Technical Advisor	■	■			■	■	■	■		■			■	
Bob Hulsey Water Quality Technical Advisor; Current and Future Regulations	■			■	■	■	■	■		■			■	■
Mark Martin Project Director	■	■		■		■				■	■		■	■
Dick Michael *(Stantec)* History and Background	■			■	■	■	■	■	■	■				■
Bob Stanley *(DMK)* Desktop & Field Data Collection; Cost Estimating	■	■		■		■	■	■	■	■			■	■
Paul West *(Smart Water)* Desktop & Field Data Collection	■	■		■	■	■	■	■	■	■		■	■	■
Brian Lendt GIS Specialist; System Expansion & Service Area Delineation	■	■								■		■	■	
Mary Ann Lind *(DMK)* GIS Specialist				■		■	■							
Casey Marika Projections and Water Use	■	■			■	■				■		■	■	
Ray Steele *(DMK)* System Expansion & Service Area Delineation						■	■					■		

TEAM MEMBER Role	B. Historical Data	C. Customer and Usage Projections	D. Potable Water Conservation Program	E. Irrigation and Reclaimed Water Use	F. Regional Water Supply Planning	G. Potable water Facilities	H. Potable Water System Expansion	I. Water Quality Evaluation	J. Consolidation of Private Utilities/Regionalization	K. Capital Improvement Projects	L. Funding Options	M. Graphics	N. Presentations	O. Potable Water System O&M Manual
Andrew Chastain-Howley Conservation Program and Reuse Impacts	■	■	■	■	■	■					■		■	
Vasu Veerapaneni Water Treatment	■			■		■	■	■					■	■
Emily Tummons Distribution System Water Quality	■					■	■	■		■			■	
Erin Briggeman Chemical Feed Systems						■	■			■			■	■
Chris Owens Water System O&M						■								■
Saheb Mansour-Rezaei Hydraulic Modeling & System Evaluation	■	■				■				■			■	
Brandy Thigpen Hydraulic Modeling & System Evaluation	■	■	■	■	■	■	■	■		■				
Samantha Nehme *(Stantec)* QA/QC		■			■	■	■	■		■		■	■	■
James Maher Water Quality Modeling	■	■	■	■		■	■	■		■		■	■	
Isabel Botero Potable Water Facilities	■				■	■	■			■				
Ed Rectenwald Regional Water Supply Planning	■			■	■			■						
Nick Eckhardt Private Utilities/Regionalization						■	■		■			■	■	
Robert Chambers Private Utilities/Regionalization; Funding Options									■		■			
Mat Powis Capital Improvement Project Prioritization	■	■		■					■	■	■	■	■	
Katy Weidner Adaptive Planning Tools	■	■							■	■		■	■	
Chad Barker Cost Estimating										■				
Laura Fletcher Graphics/Presentations												■	■	

SUBCONSULTANTS

The following subconsultants are included on the Black & Veatch team: DMK, Stantec, & Smart Water.

DMK Associates

DMK Associates, Inc. is a full-service surveying, engineering, planning, and design firm with offices in Venice and Englewood. DMK has been serving Charlotte and Sarasota County for over 30 years in the public and private sectors. DMK develops innovative planning, design, and construction solutions throughout Southwest Florida. From humble beginnings as a surveying company to today's full-service engineering, planning and design firm, DMK has strived to provide the best service for both public and private sector clients. The firm is dedicated to continuing its history of providing innovative solutions for their client's unique projects.

Stantec

Stantec, in business for the past 64 years, provides professional consulting services in planning, engineering, architecture, landscape architecture, environmental sciences, project management, and project economics for infrastructure and facilities projects. They support public and private sector clients in a diverse range of markets, at every stage, from initial concept and financial feasibility, to project completion and beyond. Their services are offered through more than 22,000 employees operating out of more than 400 locations.

Stantec has a 25-year history of working in close partnership with Charlotte County Utilities Department (CCUD) staff to collectively maintain, improve, and expand services provided by CCUD. Their knowledge of the Charlotte County Utility system and service area began within a few years of the General Development Port Charlotte Utility being purchased by Charlotte County. Charlotte County made a significant planning decision by becoming the largest member of the Peace River Manasota Regional Water Supply Authority which uses the Peace River as its raw water source. Initial planning for development of over 100,000 vacant lots in central county and more in western Charlotte County resulted in the location of three storage tanks and pumping station within the system. In the years 2000 and 2003 Charlotte County purchased two additional large private utilities. Stantec has been involved in these transitions through writing acquisition review documents, preparing the first water master plan with computer network analysis, and designing transmission mains. Stantec's most recently was a subcontractor on the preparation of the Burnt Store Wellfield Study, evaluating existing facilities, making population projections for the south County Service Area, and presenting a ten-alternative cost analysis for future well location, treatment plant siting, and distribution system.

Smart Water

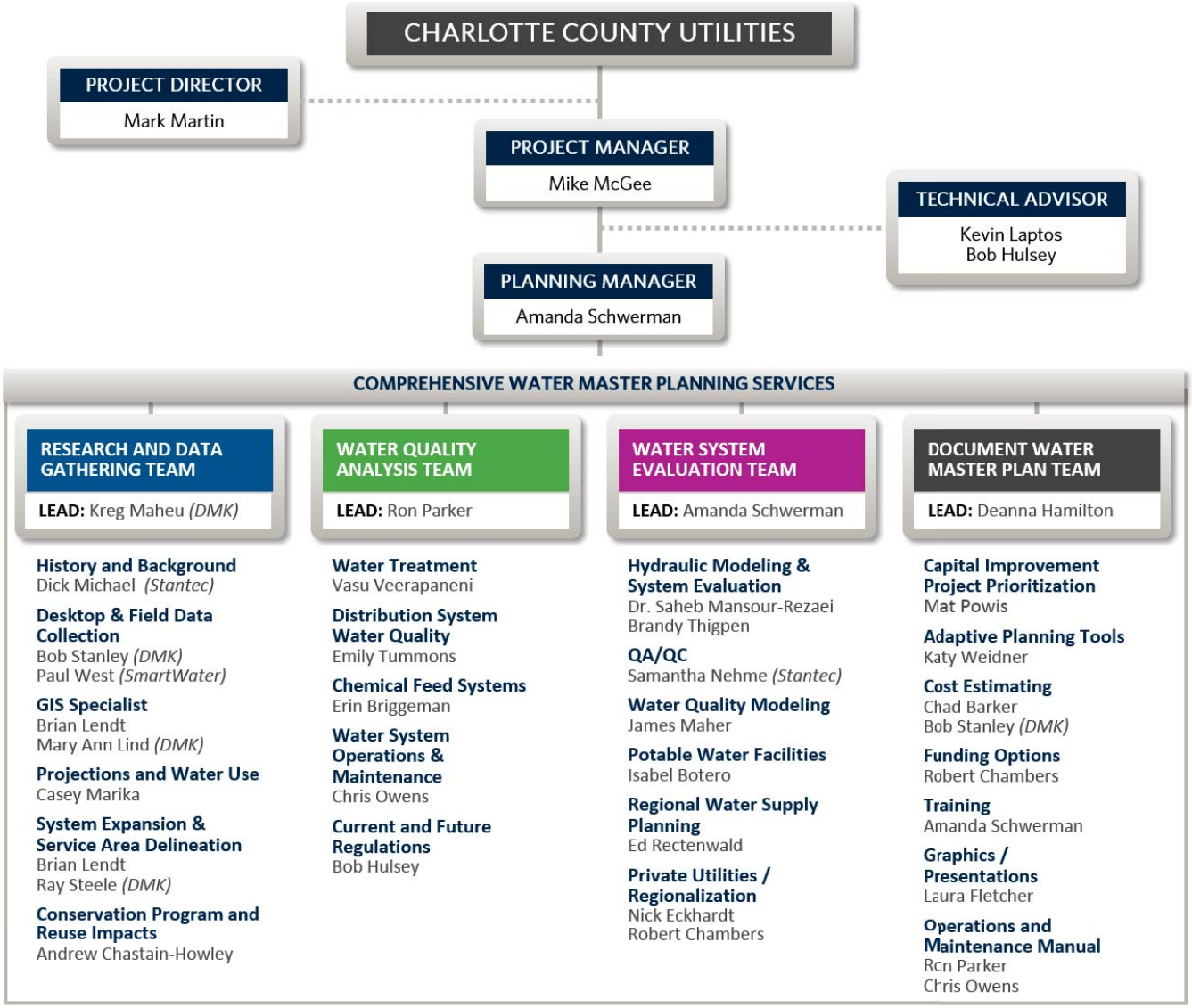
Smart Water Products and Services was founded in 2011 in Atlanta, Georgia to provide advanced water Internet of Things (IoT) products and hydraulic/water quality network modeling consulting services to the water utility industry.

They created SWIMM™, Smart Water Infrastructure Monitoring, Modeling, and Management, so water utilities can more easily deploy advanced remote monitoring/telemetry systems from source water to customer tap (i.e. wells, rivers, reservoirs, plants, pump stations, hydrants, meter pits, control valve stations, pipelines, and manholes). Their turn-key solutions help utilities monitor and detect pressure transients to prevent pipe breaks and improve pump station performance, prevent sewer manhole overflows, reduce non-revenue water, and improve water quality using intelligent sensor and flushing solutions.

SWIMM™ also provides utilities with a simpler way to transform their network model into a dynamic real-time operations decision support (ODS) tool, in months not years, which can help improve operational efficiency, regulatory compliance, customer service, capital planning, and ensure sustainable water resources and infrastructure for our future.

II. Proposed Management Plan

Black & Veatch has assembled a team of highly qualified and experienced professionals to work with the County on this master plan update. The team has been selected for their specific expertise and experience in the project tasks, as outlined in the County's RFQ. As presented in organizational chart below, our team provides the County with the convenience of a single point of contact, as well as access to a broad team of professionals to address any need that may arise as part of the project. Key members of the Black & Veatch team include our Project Manager, Mike McGee; Planning Manager, Amanda Schwerman; Research and Data Gathering Team Lead, Kreg Maheu; Water Quality Analysis Team Lead, Ron Parker; Water System Evaluation Team Lead, Amanda Schwerman; Document Water Master Plan Team Lead, Deanna Hamilton; and Technical Advisors for Hydraulic Modeling and Asset Management, Kevin Laptos and Bob Hulsey.

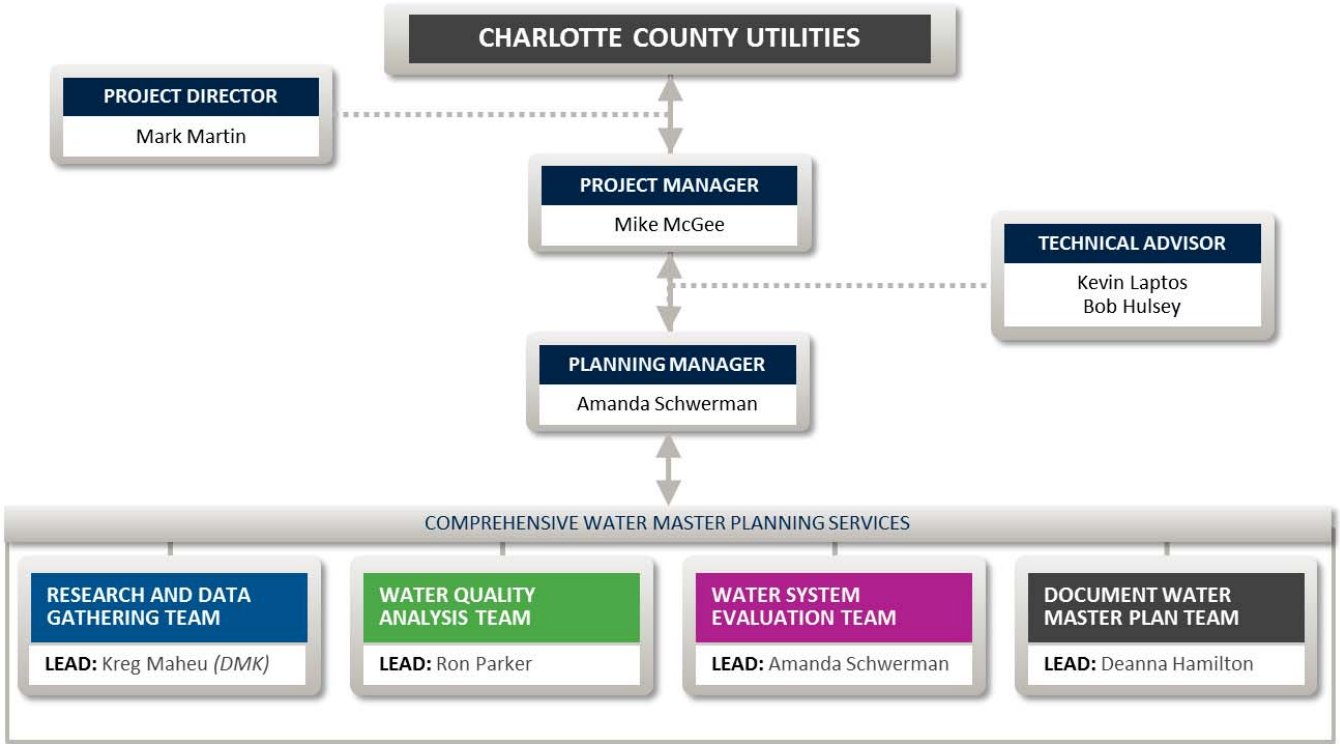


TEAM ORGANIZATION

Black & Veatch is proposing a join management team, project manager plus planning manager, to most efficiently complete the Water Master Plan. This provides close coordination with the County and implementation of best industry practices for planning. The coordination with Charlotte County will be managed by the Black & Veatch Project Manager, Mike McGee. Mike has a long history serving the County and understands the needs and structure within the County.

The day to day master plan tasks will be managed by Black & Veatch's Planning Manager, Amanda Schwerman. Amanda has completed numerous water master plans and studies in the State of Florida and across the Country. She is one of the senior planning engineers within Black & Veatch and will manage all the team members to complete the right tasks at the right time. Together, Mike and Amanda will keep the project on budget and on schedule while providing the County with a plan that meets all your needs.

The preliminary list of project tasks and specialty services have been divided into four groups as shown in the organizational chart. The team leaders for each group have been specially selected to lead these tasks based on their experience and expertise with master planning and water distribution systems. These leaders will coordinate directly with the Planning Manager, Amanda Schwerman, and manage the smaller teams supporting that specific group of tasks.



III. Previous Experience

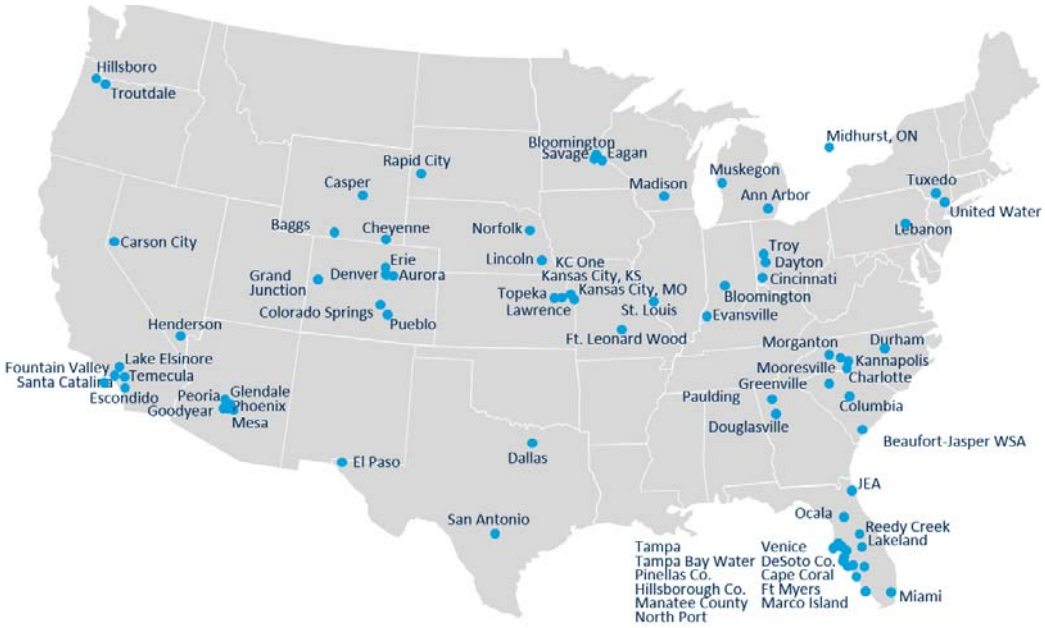
POTABLE WATER MASTER PLANS PREPARED AND TYPICAL RESULTS RECOMMENDED

Infrastructure planning is one of the most valuable activities undertaken by our clients. As our nation's water systems continue to age and deteriorate, and new performance standards and regulations are established, a comprehensive planning approach that focuses on optimizing the system's performance, cost and risk is more important than ever.

Black & Veatch is an industry leader in providing water utilities, like Charlotte County, a comprehensive master plan and dynamic planning tools that they can continue to use after delivery of the master planning project.

Our firm has completed hundreds of Water System Master Planning projects for utilities throughout the United States, and has pioneered the development and use of dynamic, adaptive, and interactive planning tools to support these efforts. While each water system is unique, many face similar challenges and have the same primary goals of providing a safe, reliable, and affordable water supply for their communities. Our team will leverage the experience gained from supporting numerous water utilities throughout Florida and the United States to deliver a Potable Water System Master Plan to the County that is implementable and optimized to meet the County's needs.

> "... Black & Veatch were essential to our success in the construction, calibration and maintenance of an all-pipes hydraulic model of our distribution system. Since 2008, our staff has been able to use the model, both in-house and in conjunction with Black & Veatch, as a decision-support tool to evaluate aspects of our system ranging from operations to master planning."
>
> —Dan Smith, Director of Distribution, Water District No. 1 of Johnson County, KS



Sample of Locations where Black & Veatch has completed Water Master Plans over the past 10 years.

Black & Veatch will leverage its local and national Water System Planning experience to deliver a Master Plan that is optimized to meet Charlotte County's needs.

Tampa, FL
Potable Water System Master Plan

2015 - 2018
Population of **600k**

RELEVANT EXPERIENCE
- ✓ Hydraulic Modeling & Calibration
- ✓ Customer Demand Projections
- ✓ Water Quality Modeling
- ✓ Resiliency and Reliability Assessments
- ✓ Potable Water System and Facility Optimization
- ✓ Distribution system efficiency
- ✓ Pump Station Energy Efficiency
- ✓ Capital and O&M cost estimating
- ✓ CIP Planning
- ✓ Adaptive Master Plan
- ✓ Risk Based Analysis Including Criticality Analysis

SUCCESSES & RESULTS
Resulted in a CIP plan that allows the City to plan for future needs in a logical way that identifies most critical needs first.

Venice, FL
Water System Master Plan Update

2017 - 2019
Population of **25k**

RELEVANT EXPERIENCE
- ✓ Hydraulic modeling
- ✓ Demand projections
- ✓ Water storage & pumping station assessments
- ✓ Water quality/age modeling
- ✓ Water Age and Chlorine Residual Correlation
- ✓ Water Quality Optimization
- ✓ Fire flow analyses
- ✓ Defining useful remaining life of water mains
- ✓ Facilities assessments
- ✓ CIP project cost estimating
- ✓ CIP planning
- ✓ Master plan report
- ✓ Adaptive planning tools

SUCCESSES & RESULTS
Results supported an updated CIP and supported water quality optimization and automatic flusher locations and volumes.

PRMRWSA, FL
DeSoto County Water System Assessment

2017 - 2018
Population of **±5k**

RELEVANT EXPERIENCE
- ✓ Distribution system assessments
- ✓ Water quality optimization
- ✓ Water quality/age modeling
- ✓ Strategies to reduce flushing
- ✓ Optimized operating strategies
- ✓ Review of maintenance protocols
- ✓ Nitrification control
- ✓ Review of periodic free chlorine maintenance activities
- ✓ Optimizing chemical trim
- ✓ Standard Operating Procedures

SUCCESSES & RESULTS
Resulted in several recommendations to the County including several which resulted in reduced flushing volume and better chlorine residual maintenance.

Pinellas County, FL
Water & Sewer Optimization Study

2016 - 2019
Population of **675k**

RELEVANT EXPERIENCE
- ✓ Holistic and Integrated Systems Planning
- ✓ Water System and Facilities Assessments
- ✓ Energy efficiency
- ✓ Water Storage & Pumping Station Assessments
- ✓ Capital and O&M cost/savings analysis
- ✓ Adaptive Master Planning
- ✓ Utility Operational Evaluations
- ✓ Hydraulic Modeling

SUCCESSES & RESULTS
20% reduction in total power costs at several County facilities. Additional savings of over 10% identified for other facilities.

Hollywood, FL
Energy Efficiency Master Plan

2013
Population of **140k**

RELEVANT EXPERIENCE
- ✓ System and Facility Optimization Assessments
- ✓ Potable water and reclaimed water distribution system efficiency
- ✓ Pump Station Energy Efficiency
- ✓ Hydraulic Analysis
- ✓ Capital and O&M cost estimating
- ✓ Business Case Evaluations to prioritize improvements for CIP
- ✓ Dynamic CIP Planning tools
- ✓ Master Plan Report

SUCCESSES & RESULTS
Resulted in an implementation plan for 20 recommended energy cost savings projects with a net positive value of $4.4 million to the City.

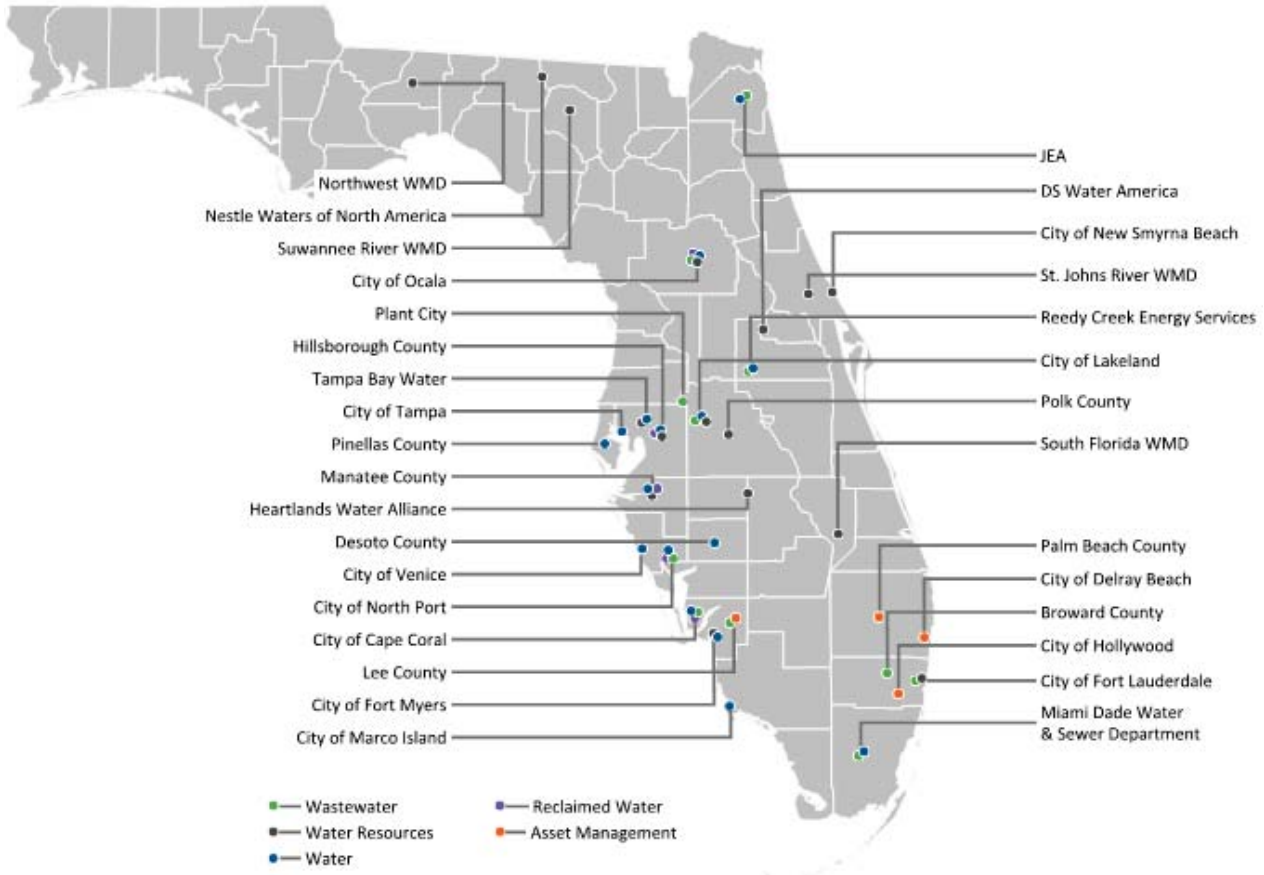
Miami-Dade County, FL
Water Infrastructure Improvements

2015
Population of **1M**

RELEVANT EXPERIENCE
- ✓ Hydraulic Modeling
- ✓ Demand Projections
- ✓ Master Planning
- ✓ CIP Development
- ✓ Capital & O&M Cost Estimating
- ✓ GIS Planning
- ✓ Fire Flow Analysis

SUCCESSES & RESULTS
Plan for 10+ years of pipeline installations and replacements. Identified projects to complete together for cost savings and helped identify potential financing alternatives.

Black & Veatch has completed over 30 water modeling and master plans in Florida over the past couple of decades. We are industry leaders when it comes to the best practices of analyzing water, wastewater and reclaimed water systems throughout the Country and are involved with writing many of the manuals and guidelines used in the water industry. We understand distribution system hydraulics and water quality, and provide world class services and solutions to clients.



> **The water quality model developed by Black & Veatch is an operating management tool which allows fully informed decision making. It has allowed us to implement a holistic philosophy using water quality to define operating decisions, and has far exceeded our initial expectations for use and function.**
>
> - ***Dr. Christine Owen, Water Quality Manager, Tampa Bay Water***

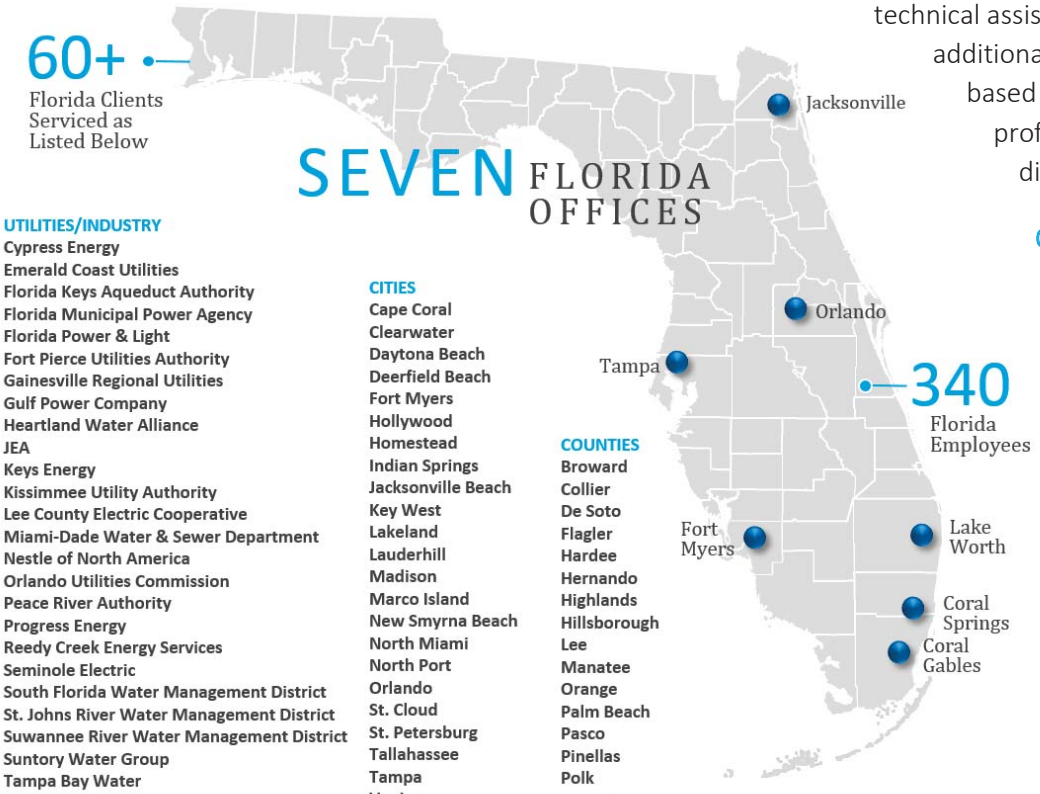
> **B&V always looks for the most economical solution and pays close attention to budgets and planning, which is important in today's society. B&V has developed a good rapport with our staff which allows staff to make confident and well-informed decisions based on their recommendations.**
>
> - ***Courtney Driver, Deputy Utilities Director, Winston-Salem/Forsyth County Utilities***

IV. Location/Facilities

LOCAL OFFICE INFORMATION

Black & Veatch proposes to manage the execution of work for this project from our Fort Myers office located at 4415 Metro Parkway, which is less than 45 minutes from CCUD headquarters and less than one hour from the Murdock area of Port Charlotte. Furthermore, our Project Manager Mike McGee lives in the Murdock area of Port Charlotte. Black & Veatch has seven offices strategically located throughout the state of Florida and the depth of resources of more than 340 professionals who provide our clients with quality engineering services from project inception to project close-out. Given our proximity to Charlotte County, we can engage CCUD and the County as well as all the stakeholders within this rather large geographic service area at a moment's notice. We feel that we have sufficient local staff resources to provide day-to-day management or on-site services including information collection and distribution between both internal and external team members, CCUD and Charlotte County staff, and other project stakeholders.

Regardless of location, our professionals work closely together to provide responsive service to our clients. At any given time, we can tap into our reliable global network of 11,000+ professionals who offer exceptional quality performance in all aspects of water resources evaluation, planning, modeling, water quality assessments, utilities asset management and CMMS, utility O&M support, as well as the other suite of traditional utility design, permitting, bidding, and construction phase services to ensure project success. We also have a deep bench of resources who specialize in water infrastructure to reach out to for technical assistance or to provide additional project resources based on their quality and proficiencies in specific disciplines.



UTILITIES/INDUSTRY
Cypress Energy
Emerald Coast Utilities
Florida Keys Aqueduct Authority
Florida Municipal Power Agency
Florida Power & Light
Fort Pierce Utilities Authority
Gainesville Regional Utilities
Gulf Power Company
Heartland Water Alliance
JEA
Keys Energy
Kissimmee Utility Authority
Lee County Electric Cooperative
Miami-Dade Water & Sewer Department
Nestle of North America
Orlando Utilities Commission
Peace River Authority
Progress Energy
Reedy Creek Energy Services
Seminole Electric
South Florida Water Management District
St. Johns River Water Management District
Suwannee River Water Management District
Suntory Water Group
Tampa Bay Water
Tampa Electric Company
U.S. Sugar

CITIES
Cape Coral
Clearwater
Daytona Beach
Deerfield Beach
Fort Myers
Hollywood
Homestead
Indian Springs
Jacksonville Beach
Key West
Lakeland
Lauderhill
Madison
Marco Island
New Smyrna Beach
North Miami
North Port
Orlando
St. Cloud
St. Petersburg
Tallahassee
Tampa
Venice
Vero Beach

COUNTIES
Broward
Collier
De Soto
Flagler
Hardee
Hernando
Highlands
Hillsborough
Lee
Manatee
Orange
Palm Beach
Pasco
Pinellas
Polk
Sarasota
Seminole

Our local offices have assisted more than 60 clients in the State of Florida as illustrated to the left. We welcome the opportunity to add Charlotte County to this list.

RESIDENCES OF PERSONNEL WHICH LIVE IN LOCAL PREFERENCE AREA

Our Project Manager, Mike McGee, lives in the Murdock area of Port Charlotte and has been a resident of Charlotte County for the past fifteen years. Included in this proposal is Mike's Personnel Affidavit for living in Charlotte County. Although our Black & Veatch office is officially based out of Fort Myers, Mike periodically works from his home in Port Charlotte and he proudly serves as an active member of the Peace River Engineering Society as well as a Board Member of the Boys and Girls Clubs of Charlotte County and is also very involved in the local community with his service as a United States Naval Academy Blue and Gold recruiter who interfaces frequently with Charlotte County high schools.

USE OF LOCAL SUB-CONSULTANTS

Our local Project Manager and high-performance water supply master planning team is strengthened with two local sub-consultants: DMK Associates, Inc. and Stantec. Black & Veatch has worked with several members of DMK and Stantec in the past, and more recently, Black & Veatch has teamed with Stantec on a water supply planning project for the City of Cape Coral.

DMK Associates Inc.

The main office for DMK Associates is an established local office located in Venice, near I-75, and is only minutes away from CCU.

DMK is a premier local engineering consultant which has proudly served CCUD for nearly 20 years and has offices in Charlotte County and Venice. Backed by a talented group of Professional Engineers who specialize in water systems planning and water and wastewater and reclaimed water transmission and distribution system infrastructure solutions, DMK local staff also includes surveying and field crews, graduate engineers, and GIS and ACAD technicians. DMK's 21 seasoned staff members all reside locally in Sarasota and Charlotte County.

Stantec

Stantec's local Sarasota, Fort Myers, and Naples offices have over 180 experienced, full-time staff. This group of local staff has a vested interest in the communities they serve, because not only do they work in Southwest Florida, but also live here. Should the need arise for additional resources, or specialized expertise/ skills, their project/task managers can call upon our regional, statewide, national, and global team of experts.

Stantec has over 200 global hydraulic system modeling staff with experience in more than 25 commercially available software packages. Their experience goes beyond the use of models for the development of control strategies, but also as a key tool for use in the planning, design, development, and implementation of specific infrastructure solutions.

Locally, Stantec has developed and calibrated water hydraulic models for the City of North Port, Lakewood Ranch in Manatee County, and a separate model for Lakewood Ranch in Sarasota County. The City of North Port's model analyzed existing and future infrastructure for future growth and fireflows and included an extended period simulation water quality model. The Lakewood Ranch development's models were used to size new water mains for built out and continually updated to reflect changes in development over the years.

V. Project Control

Black & Veatch is committed to producing high-quality deliverables on this project and delivering them on schedule and budget. As described below, we have developed a management approach and project control tools and procedures to support successful management of quality, schedule, and budget.

Quality Control. Black & Veatch employs a strict program of Quality Assurance/Quality Control (QA/QC) in alignment with the principals of ISO 9000 standards. Our QA/QC program covers all aspects of project management and execution from performing thorough QA/QC reviews of all project deliverables, to verifying the secure storage of project documents, to confirming that we have executed all commitments covered in our project scopes of services. Projects are routinely audited to verify compliance with the company's QA/QC standards, and teams are held accountable for any deficiencies. This supports schedule and budget success through early identification of developing issues and avoiding rework

Schedule Control. We will work with the County during scope development to establish a schedule that will meet the County's goals. The schedule can be developed using Primavera, Microsoft Project, or other application, as preferred. Our team is structured with substantial local resources to efficiently execute the project. However, Black & Veatch's vast resources can be leveraged to meet an aggressive schedule if beneficial to the County. Our Project Manager, Mike McGee, will be responsible to assure that the project schedule is met.

Black & Veatch has an outstanding history of completing projects under an accelerated schedule. As an example, the City of Fort Myers needed additional water supply to meet high water demands from their customers. Black & Veatch, working together with a Construction Manager at Risk, completed planning, design, permitting, construction oversight, testing, and startup of new well P-19 in 8 months. They also performed the same services for well P-20 also in 8 months which provided the City almost an additional 2 mgd of water supply.

Budget Control. Black & Veatch and our management team have a strong record of completing projects within budget. Project Managers have access to an array of tools to facilitate tracking and management of project costs. EcoSys, Black & Veatch's customized project management system, is an earned-value management-based system that enables the establishment of control accounts so that the costs can be tracked and managed by both task and work group (such as engineering discipline). Project Managers have access to timely information on project labor and expense costs and schedule/budget status through a convenient "dashboard" interface. Our Project Manager, Mike McGee, will be responsible for budget control.

On the recent City of Venice WTP RO Recovery Pilot Study project, Black & Veatch completed all scoped services more than $5,000 under budget. The City was able to expand our scope with no additional funding, and we provided additional value to the City performing related engineering services

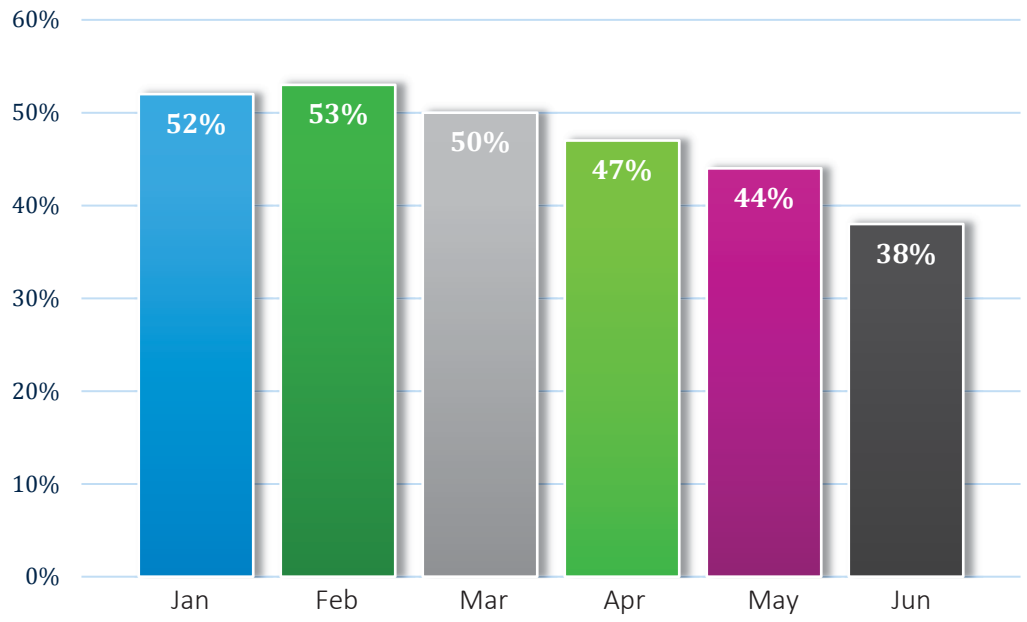
Document Control. Black & Veatch utilizes the ProjectWise document management system which provides a secure environment for storage and retrieval of drawings, specifications, reports, data, etc. Files can be accessed by any team member via their computer, whether working in the office, at home, or at a plant site. This system provides security, avoids document loss, and supports efficient production. If desired, we will configure an externally-accessible ProjectWise site to share critical project information with the County.

RECENT, CURRENT, AND PROJECTED WORKLOAD

Black & Veatch is committed to providing Charlotte County timely and responsive service. The recent, current, and projected workload of our Florida staff is such that we have ample availability to meet the needs of this contract, with the availability projected to increase in the coming months as illustrated in the graphic below. In addition, our core team members are backed by the vast local, regional, national, and international resources of the firm, and we are prepared to engage any and all resources that may be beneficial to the County in meeting challenging schedule requirements.

Black & Veatch routinely forecasts projected workload to ensure that our projects have adequate committed staff and our professionals have an appropriate level of work. We are committed to providing the key staff proposed for this project, as well as other local, regional, and national resources required to complete the project tasks within a schedule agreed to by the County.

Black & Veatch manages staffing resources utilizing a system called 'StafTrak', in which we maintain and regularly update a database of current and upcoming projects, the specific professional resources assigned to each project, and the monthly time commitment of each professional for those projects. This database rolls up to a projected total month-by-month project commitment for each of our professionals.



Project team's average forecast commitment to projects in coming months

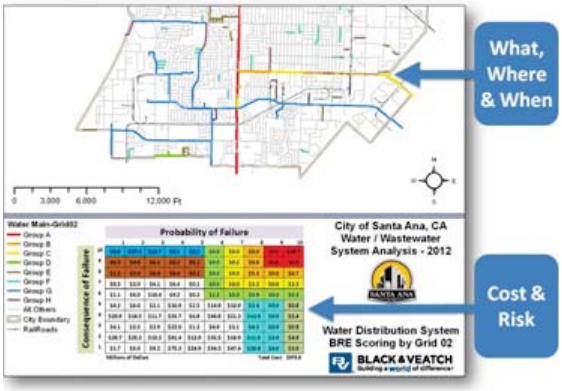
VI. Proposed Approach

Adaptive Master Planning

Traditional master plans were primarily focused on capacity-driven improvements to meet population growth and development. This is still an important component to master planning. However, like many utilities today, Charlotte County's needs are less driven by hydraulic capacity needs and are primarily focused on optimizing water system management and performance including: improving delivered water quality, reducing energy consumption, enhancing system reliability and resiliency, addressing specific problem areas, and leveraging technologies to improve efficiencies.

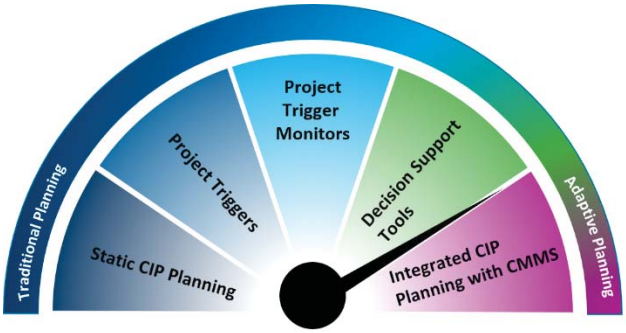
To better align with these needs, Black & Veatch has developed an adaptive and dynamic planning approach for our master plans. This approach allows the County to make regular updates and optimize the plan after the initial master planning effort is completed. This is made possible through Black & Veatch's innovative approach and use of dynamic planning tools as part of the master planning process. We understand that the County's CIP planning is dynamic, with budgets and priorities changing regularly as issues and opportunities arise. No longer will the County need to wonder if the recommended CIP projects and schedules are still valid in 5 years, or struggle to decide how to adapt with changing conditions or worry that the implementation schedule for projects is behind or ahead of the actual system needs.

Black & Veatch's innovative master planning approach and dynamic planning tools will allow the County to continue using and benefiting from the master plan for years into the future.



iCIP Tool to Support CIP Adaptability. Black & Veatch's iCIP tool was used by the City of Santa Ana to develop the initial CIP prioritization and allow their Master Plan to continue providing benefits into the future. The City has continued to use the tool to adapt to changing budgets and CIP priorities.

The Adaptive Planning Gauge below shows the various steps to move from a traditional planning approach that results in static CIP planning documents, towards adaptive planning.



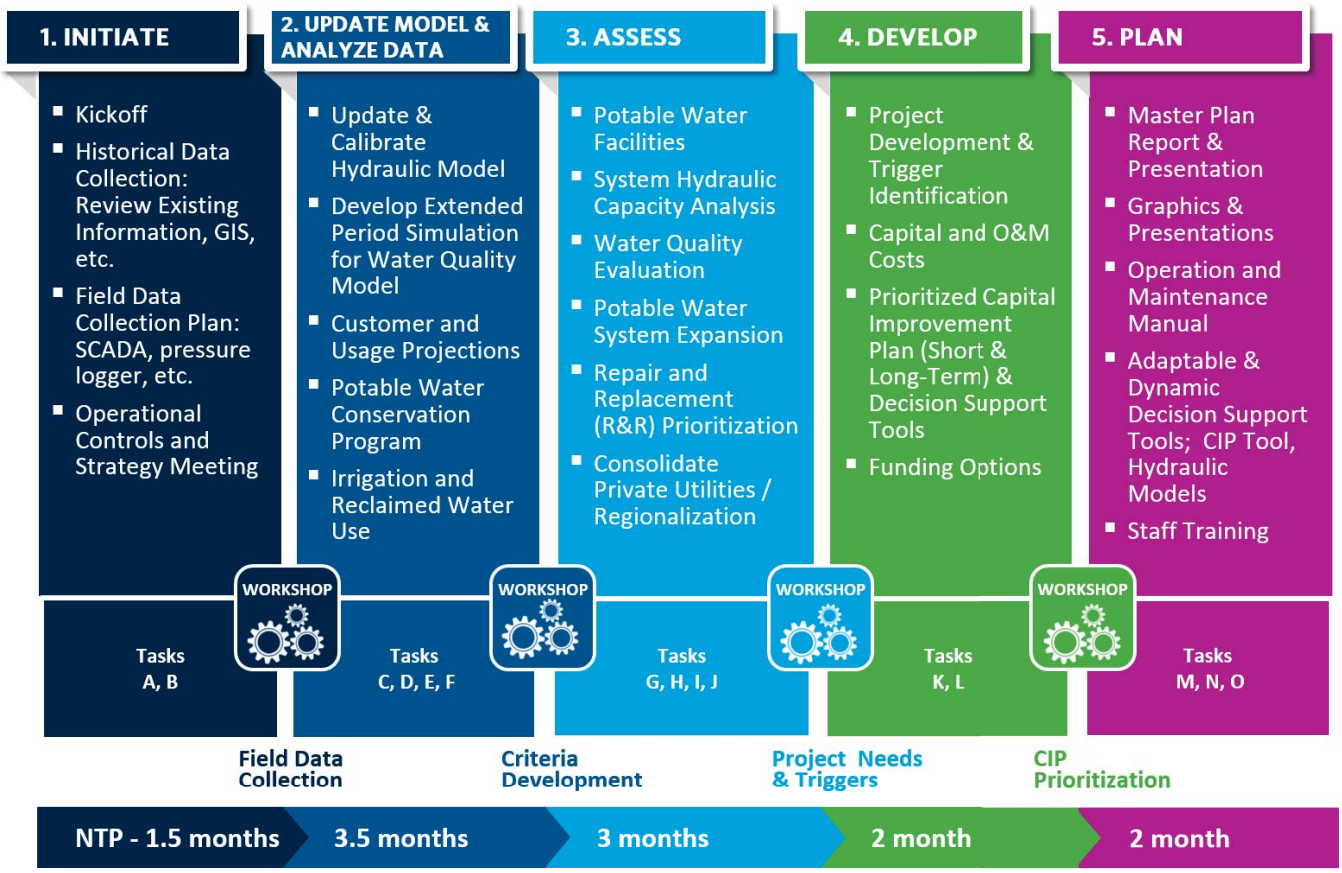
Adaptive & Dynamic Planning Gauge

The Adaptive Planning approach combines project triggers and decision support tools to provide the County with information on why a project needs to be implemented (the "trigger"), combined with a method to track the trigger (the "decision support tools"). With these two items, the County can easily re-assess planned CIP projects on an annual basis to optimize and re-prioritize the CIP plans when project drivers or conditions change.

Water System Master Planning Approach

Black & Veatch has reviewed the scope of work tasks identified by the County in the RFQ and has defined a project approach that includes all 15 of the scope items in 5 sequential phases for the master planning effort. Each project phase and the respective associated tasks identified in the County's RFQ are shown in the figure below.

Project Approach



> **Black & Veatch has worked with the Tampa Water Department (TWD) to fully explain their assumptions and thought process throughout the project. They have documented their approach to each task in detail. As a result, the City has gained a more thorough understanding of its distribution system condition and capabilities. This understanding is expected to result in an improved ability to identify the most economical distribution system improvements necessary to achieve established service levels.**
>
> **The Black & Veatch team listened to our needs, communicated well with City staff, and provided high quality work products allowing the City to make confident, well-informed decisions based on their recommendations, training, and decision support tools.**
>
> - ***Brian Pickard, City of Tampa Chief Planning Engineer, 2018 Potable Water Master Plan Update***

A. RESEARCH AND DATA GATHERING TASKS

Black & Veatch will utilize our subconsultants, DMK and Stantec, for most of the heavy lifting on the research and data gathering task with oversight from Black & Veatch staff. This combines the use of national guidelines and standards with local knowledge and proficiency, which will increase the overall efficiency of this task and limit the budget required from the County.

We anticipate this work to be a combination of field data collection to support calibration (if required) and desktop research to understand the infrastructure inherited from the consolidation of various utilities into the Charlotte County Utility.

Richard (Dick) Michael
History & Background

Mr. Michael is uniquely qualified to assist with the research and data collection needs of this plan. He has been working with the County since 1996, was once their Engineer of Record and was present when the County purchased two of their large private utilities. The result of his involvement County, gives him a unique history of the utility that may be known only to him.

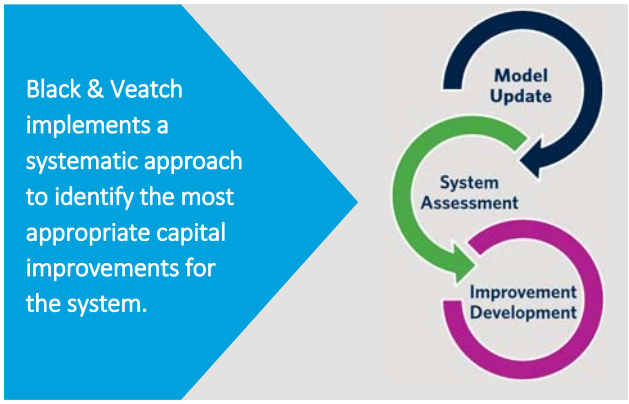
B. ANTICIPATED PROBLEMS AND PROPOSED SOLUTIONS

Our experience with master planning across the Country indicates that Utilities need to anticipate and plan for:

- Stakeholder Buy-In: County Commissions and customers are more attentive to master plans and how their money is being spent. Black & Veatch develops communication dashboards, graphics, and clear justification for what's going on in the distribution system and why capital improvement projects were selected. We will work closely with the County to develop communication documents to share with the stakeholders.
- Balancing CIP Needs & CIP Prioritization: There frequently seems to be conflicting needs between capacity, water quality and R&R projects. Black & Veatch uses an iterative approach to balance the needs of capacity, water quality and R&R to ensure the right project is implemented at the right time. We focus on resilient projects and the most urgent needs first.
- Capital Improvement Plan becoming outdated: One of the main complaints about master plans is that they become "shelf-art" with CIPs that are quickly outdated and obsolete. The Adaptive Master Plan approach pioneered by Black & Veatch combats obsolescence by providing tools to update the County's CIP yearly and to enable the County to be adaptive to ever changing conditions and needs.
- Typical Master Plan Problems and Delays: The following four bullets are typical problems that arise during master plans. Black & Veatch has faced each of these and has proven methods to minimize their possibility.
  - Schedule delay due to data collection: We provide a data tracker prior to kick-off with the requested data and responsible party.
  - Calibration problem areas: We have frequent meetings during calibration to trouble shoot problems and occasional use of field investigations to resolve a problem.
  - Consensus from the County's team: It can be common for silos to occur in utilities, we prefer workshops with representatives from engineering, operations, water quality and distribution present to obtain buy-in from the beginning.

C. WATER SYSTEM EVALUATION AND PROVIDING RECOMMENDED IMPROVEMENTS

Hydraulic models are one of the most powerful tools available for agencies to evaluate their water systems. Black & Veatch offers comprehensive hydraulic modeling services for all the tasks requested in the County's RFP, including capacity analysis and water.



We have a dedicated Planning & Asset Management group with numerous professionals that are experts in using WaterGEMs and other modeling software. This includes our Planning Manager, Amanda Schwerman, who has led hydraulic modeling and water system analysis projects for over 30 utilities. Our hydraulic modelers will leverage their expertise to provide the County with a highly calibrated model that can be relied upon for making important decisions regarding future investments in the County's water system.

Black & Veatch's approach to analyzing the distribution system with the hydraulic model is summarized below (with the corresponding RFP scope of work tasks indicated in parenthesis):

Hydraulic Model Build and Connectivity

Recognizing that County has a mature and regularly maintained GIS database documenting the water distribution system, we do not anticipate significant structural efforts to the GIS database. Black & Veatch will build the hydraulic model with a 1:1 relationship to the GIS database for ease of model maintenance/expansion and to allow the model to continually support O&M systems, the application of asset condition, performance planning and operating decision support.

- GIS Review and Hydraulic Model Updates (if necessary)
- Model Calibration & Technical Memorandum: Pressure Monitoring, Systems Monitoring via SCADA and In-Situ Pump Performance

Capacity Assessment

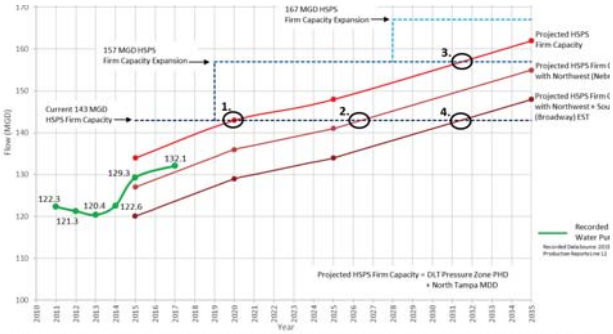
The objective of the capacity assessment will be to evaluate performance of the water transmission and distribution system under current and future year scenarios to account for population growth and to identify capacity-driven improvement needs to meet the performance criteria for each planning year. This will include extended period simulations (EPS), fire flow analysis, review of pump and tank capacities, etc.

- Define Performance Criteria, Level of Service, and Improvement Trigger Types
- Population and Demand Projections
- Distribution System Analyses & Technical Memorandum: baseline improvements, alternatives development workshop, alternate operations analyses, alternatives analysis workshop, improvement phasing
- Water Quality and Operations Optimization Modeling
- Evaluate strategies to reduce water loss and increase conservation

> **"Black & Veatch performed admirably on our master plan. They were able to provide a model and spreadsheet tools to deliver a dynamic master plan which enables efficient internal use, decision making, and maintenance of the CIP and hydraulic model. In particular, the adaptable CIP spreadsheet tool and hydraulic model will continue to provide value to our staff for many years."**
>
> ***- Craig Sollman, Greenville Water***

Capital Improvements

One of the most important components for dynamic and adaptive planning is clearly documenting project triggers and being able to track the project triggers and adapt the schedule to changes that occur over time. The image below is an example of a decision support tool that was developed to support the City of Tampa plan for an expansion of its high service pump station based on trending peak flows that are recorded each year. The tool was designed to allow the City of Tampa to monitor the actual peak flows each year and compare it to the previous projections to determine if this significant CIP project should be moved up or back in the planning horizon. In addition, it considers the amount of time it takes for the City to design and construct the project so that it can be on-line when needed. Our adaptive planning approach and tools will allow the County to optimize its CIP planning each year to ensure that the County is making the right investments at the right time.



Black & Veatch's recent work for the City of Tampa included the identification of "triggers" that clearly document system conditions that will result in the need to begin pump station and storage upgrades. This allows the City of Tampa to adjust and re-prioritize the CIP project schedules over time as demand projections are updated.

D. OPERATION AND MAINTENANCE MANUAL

Black & Veatch will work with County staff to prepare a distribution system Operation and Maintenance (O&M) manual that meets all applicable Florida State Statute and Code requirements. Contents of the manual will be developed with County staff during the kickoff meeting. The County has the option to consider hard or electronic copies of the manual, or a combination of both. A hard copy will also include a word version on CD while the electronic copy is an PDF version with thumbnails for quick reference. Black & Veatch anticipates the following criteria will be a part of the manual.

- Asbestos
- Nitrate/Nitrite
- IOC's (Inorganics)
- Disinfectants
- DBP's (trihalomethanes/haloacetic acids)
- VOC's (volatile organic carbons)
- SOC's (synthetic organic carbons)
- TCR (total coliform rule)
- Primary contaminants
- Secondary contaminants
- Radon (and other related)
- Monthly Operating Reports
- Consecutive Monthly Operating Reports
- Consumer Confidence Reports
- Lead/Copper
- Recordkeeping

Ron Parker
Water Quality Analysis

Ron Parker is an expert in Water System Operations, Maintenance, Startup, and Training. He has more than 30 years of experience in the field, including seven years as Sr. Operations Manager for Tampa Bay Water. While with Tampa Bay Water, he oversaw O&M for all treatment and pumping facilities in Tampa Bay Water's 170 mgd system.

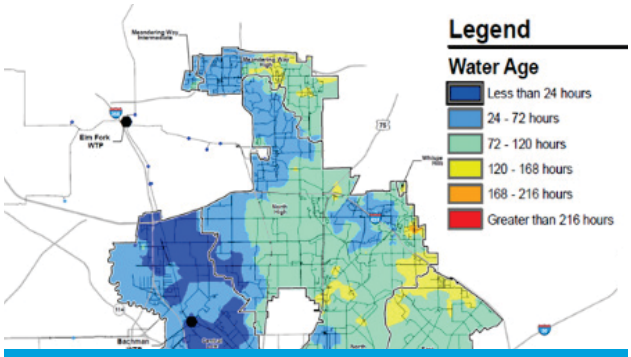
E. WATER QUALITY ISSUES AND RECOMMENDATIONS

Comprehensive Water Quality Review and Analysis

Black & Veatch provides comprehensive services for water treatment and distribution system water quality solutions. Our professionals are experienced in all water treatment processes and technologies. This includes piloting, selecting, and implementing advantageous strategies for the removal of organics, color inducing compounds, and other disinfection byproduct (DBP) precursors to meet current and potential future drinking water regulations.

Black & Veatch has a dedicated Water Technology Group made up of Masters and PhD level engineers, whose sole goal is to determine the best technical solutions for our client's specific water quality needs. We also employ water system operations specialists who will work closely with your O&M staff to define practical solutions and optimized operating strategies. We will combine this expertise to ensure that the water quality solutions identified are both technically sound and practical.

Water Quality Modeling



Model simulated water age is a very useful surrogate parameter in assessing distribution system water quality.

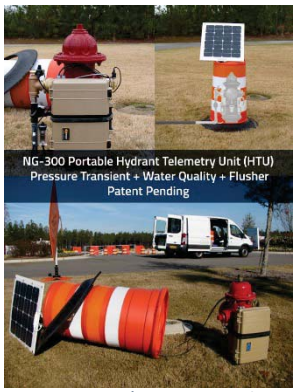
Water system planning and design efforts that provide excess hydraulic capacity and redundancy often result in water quality challenges that must be addressed though complicated and/or undesirable system operations. Water quality modeling during master planning can assess the impacts that capacity-driven improvements can have on water quality. This, coupled with a high level of expertise related to distribution system water quality dynamics is essential for balancing capacity and water quality in delivering an optimal investment strategy. Understanding this information in the planning stage will allow the County to proactively address these potential impacts.

Black & Veatch has used water quality modeling solutions to address customer complaints and address disinfectant residuals and disinfectant by-products formation concerns for several distribution systems, including Greater Cincinnati Water Works (full chlorine constituent model), City of Venice, FL and the City of Marco Island, FL. We leverage our modeling and planning expertise coupled with extensive system operations and water quality expertise to provide optimal solutions and strategies which will be incorporated into the adaptive master planning triggers and decision support tools.

Water Quality Sampling and Monitoring

Should the County elect to complete a full water quality model calibration and further enhance its capabilities of optimizing the distribution system, Smart Water Products and Services was included on the team as a subconsultant. This would increase the confidence in making water quality based decisions and recommending water quality capital improvements. Available sensors include:

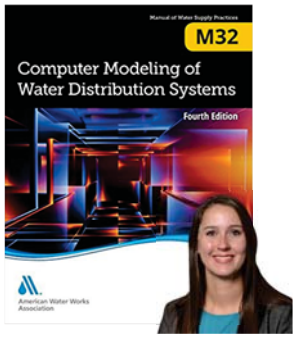
- Free Chlorine
- Combined Chlorine
- Total Chlorine
- pH
- ORP
- Turbidity
- Fluoride



Smart Water's water quality monitoring stations which can be rented to collect continuous water quality samples for chlorine residual calibration.

F. STANDARD GUIDELINES AND ENGINEERING PRINCIPLES

Black & Veatch adheres to industry best practices for design and planning activities. We are familiar with and will use available national, state, and local guidelines and engineering principles to complete the water master plan for Charlotte County. Such guidelines include but are not limited to:



Black & Veatch has had several professionals contribute to the AWWA Manuals. Most recently, Amanda Schwerman, Planning Manager, was a chapter lead author and contributor to the fourth edition update to the AWWA M32.

- Distribution System Guidelines and Principles:
  - **National**: AWWA M32 Computer Modeling of Water Distribution Systems, M36 Water Audits and Loss Control Programs, M68 Water Quality in Distribution Systems. Also, 10 State Standards.
  - **State**: Florida Administrative Code (FAC), Florida Department of Environmental Protection (FDEP) including South and Southwest Florida Water Management District guidelines.
  - **Local**: Charlotte County Design Compliance Standards, etc.
- Calibration Standards: There are currently no official standards or guidelines for calibration, but the AWWA Engineering Modeling Applications Committee (EMAC) has formed a subcommittee to compilate and investigate calibration guidelines. Black & Veatch is actively involved in the EMAC and follows industry accepted calibration standards, but we always confirm the calibration goals with the Utility prior to completing calibration

G. COMPLETING MODELING ANALYSIS IN COOPERATION WITH CCUD'S MODELING CONSULTANT

Black & Veatch frequently works with other consultant's during master plans and is practiced in the art of maintaining model integrity with a Utility's modeling consultant. To be effective, close coordination is required following these steps:

- Model Initiation Meeting with CCU's modeling consultant to set the guidelines for model and scenario management.
- Frequent communication and sharing of the hydraulic model between the companies.
- Maintaining the agreed upon guidelines unless necessary to deviate, in which case the two consultant's and County will have a conference call to discuss the required change including a business case for justification.

Dr. Saheb Mansour-Rezaei
Hydraulic Modeler

Dr. Mansour-Rezaei has recently joined Black & Veatch after several years with the County's most recent modeling consultant. He is very familiar with the County's hydraulic model, model standards, and previous modeling efforts undertaken by the consultant. His experience with the County's model combined with the industry best practices of Black & Veatch will enable this team to work very effectively with the County's modeling consultant.

H. PROJECTING BUILD-OUT CONDITIONS

We will develop population estimates and future population projections for the County, comprising the desired 20-year planning horizon, based on data from the University of Florida's Bureau of Business and Economic Research (BEBR), South and Southwest Florida Water Management District's (SFWMD,

SWFWMD), Traffic Analysis Zone (TAZ), future land use projections/allowable densities and information from the County's Planning Department. Our approach includes projecting water demands for multiple population growth scenarios, peaking factor, and/or per capita demand scenarios as a "sensitivity analysis" for assessing the impact to the sizing and/or timing of recommended system improvements. Population will be projected under a 5-year (immediate needs) and 20-year (long range) planning horizon.

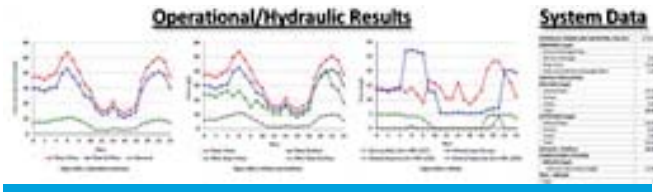
I. ADDITIONAL INFORMATION

Energy Efficiency Modeling

As a leader in both Water and Energy, Black & Veatch is ideally suited to support the County in improving energy efficiency. A typical recommendation is to perform a distribution system operations efficiency assessment to identify optimized strategies for each booster pump station. We will leverage our experience in using hydraulic models for energy efficiency assessments, including:

- Pump efficiency assessments to maximize operation of pumps near best efficiency points.
- Minimizing energy costs ($/kWh) by optimizing storage and pump operating strategies (for example, avoiding high "Billing Demands" and minimizing power use during "On-Peak hours").
- Defining operational and infrastructure improvements to reduce energy costs.

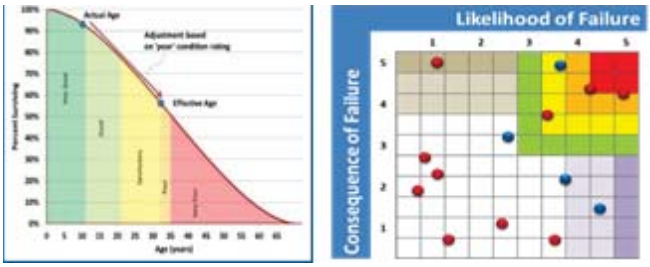
Black & Veatch successful identified significant distribution system energy cost savings for the City of Hollywood, FL; Hillsborough County, FL; and Denver, CO as part of master planning efforts.



Black & Veatch identified strategies to improve Denver's water distribution system operations and save energy. One key finding was that the City's pressure control stations were operating more than intended, leading to lost energy.

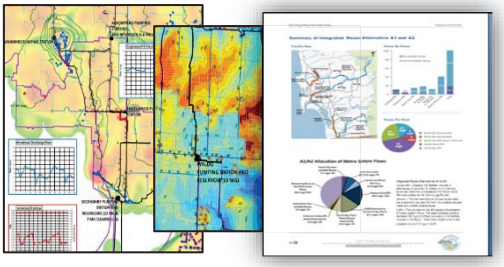
R&R Risk Prioritization

While the system is continuing to grow and capacity and operational improvements are critical to planning for future needs, the system also continues to age and some of the water mains have reached their useful life. Black & Veatch recommends establishing a risk model to provide a forecast of water main life expectancy and criticality, which will provide guidance for planning of rehabilitation and replacement CIP costs and which will have direct linkage to the hydraulic model and the County's Asset Management software.



Providing Clear and Useful Deliverables

The Black & Veatch team believes that quality deliverables are both technically precise and easy to understand. We understand how to communicate complex technical information to audiences with varied needs – from rate payers and stakeholders to detailed technical team members. Our approach will be tailored to the County's specific preferences with a recommendation for a layperson (graph-centric) executive summary, core master planning document with appropriately referenced material, and appendices housing detailed technical back-up material.



VII. Recent Similar Projects

DeSoto County Water System Assessment

Peace River Manasota Regional Water Supply Authority | DeSoto County, FL

In 1991, DeSoto County, Florida (County) entered an agreement with the Peace River Manasota Regional Water Supply Authority (PRMRWSA or Authority) for wholesale supply of potable water. In 2017, the delivery flow data collected by the Authority indicated that the County was tracking over their normal amount (and above the contracted allotted quantity); however, the County Utilities staff determined that the water sales to its customers had not increased substantially but that flushing volumes increased to address nitrification concerns and issues with maintaining a sufficient chlorine residual throughout the system. Black & Veatch worked with the Authority and Desoto County to assess the County's water distribution system and provide recommendations to reduce the non-revenue water associated with the flushing activities.

The County has historically had difficulty maintaining a sufficient chlorine residual throughout the distribution system due to extended water travel times associated with wholesale purchase of water, long transmission mains and low customer consumption at the end of its system. Even though the two storage tanks have recirculation pumps and chemical trim systems to help with water quality, the County was still having to flush significant volumes of water from the mains (using several automatic flushing units) to minimize water age and maintain a sufficient chlorine residual throughout the system.

Black & Veatch also prepare Standard Operating Procedures (SOP) for the County as part of this effort. Black & Veatch provided several recommendations to the County, including capital improvements and operational changes to reduce the County's flushing volumes and maintain adequate residuals throughout the distribution system.

CLIENT REFERENCE
Richard Anderson, PM
863-993-4565
RAnderson@regionalwater.org

SCHEDULE CONTROL
On Schedule

COST CONTROL
On Budget

WATER MODELING ELEMENTS
- Updated the hydraulic model

WATER QUALITY ELEMENTS
- Water Balance of the system
- Water age simulations and chlorine residual comparison

O&M ELEMENTS
- Black & Veatch reviewed, updated, and supplemented the County's existing SOPs to provide a more up to date approach to system management and water quality maintenance.

RECOMMENDATIONS
- Developed optimized protocols for flushing and periodic free chlorine maintenance activities
- Identification of improvements to chemical trim systems

Potable Water System Master Plan Update

City of Tampa | Tampa, FL

The Potable Water System Master Plan project involved many traditional system planning elements, including: water demand projections, hydraulic model update and calibration (using Innovyze's InfoWater software), hydraulic capacity evaluation, capital improvements program (CIP) development, and preparation of a master plan report.

However, the project also included some unique an innovative planning approaches and tools to provide the City with a comprehensive and adaptable master plan. This included:

- Non-Revenue water (NRW) investigations to support accurate distribution of NRW demands throughout the distribution system.
- Kernelized consumption and NRW demand allocation figures to illustrate the demand concentrations and future growth patterns.
- Resiliency and reliability assessments including identification of critical infrastructure, asset failure analyses, and defining improvements to increase system resiliency.
- Water quality assessments and iterative improvement planning to minimize water quality/age impacts that can be associated with hydraulic capacity driven improvements.
- Asset Management Program Framework Development, including a gap assessment based on ISO 55000 standards and developing an Asset Management Program Implementation Roadmap Plan.
- Risk Based Prioritization for Pipeline R&R needs using Innovyze's InfoMaster software.

CLIENT REFERENCE
Brian Pickard
813-274-3282
Brian.pickard@tampagov.net

SCHEDULE CONTROL
Schedule delay due to recalibration when a 36-inch closed valve was identified

COST CONTROL
On budget

WATER MODELING ELEMENTS
- Hydraulic model update
- Water demand projections
- Hydraulic capacity evaluation

WATER QUALITY ELEMENTS
- Water quality assessments
- Water age analysis

O&M ELEMENTS
- Operational assessment was conducted with regards to the pump start-up and shutdown and impacts on water hammer/transients

RECOMMENDATIONS
- Trigger based CIP with adaptable unit costs and inflation
- Development of Asset Management Program Implementation Roadmap Plan
- Risk-Based Prioritization for Pipeline R&R

Venice Water System Master Plan Update

City of Venice | Venice, FL

Black & Veatch is working with the City to update the 2013 Water Supply Master Plan to plan infrastructure improvements and effectively manage the distribution system moving forward. The goal of the Water Supply Master Plan Update is to assist City in maintaining a reliable and robust water system with adequate capacity to accommodate future growth within the City's water service area. Black & Veatch is working with the City to provide an Adaptive/Dynamic Master Plan that will enable them to continue to update and optimize their CIP planning to accommodate changes that occur after the master plan report is completed.

The Water System Master Plan Update project includes many of the typical distribution system master planning elements, including: water demand projections, hydraulic model update and calibration, hydraulic capacity evaluation, capital improvements program (CIP) development, and preparation of a master plan report. In addition, the project includes some unique aspects and planning approaches and tools to provide the City with a comprehensive and adaptable master plan that meets their specific needs. This included:

- Water quality assessments and iterative improvement planning to minimize water quality/age impacts that can be associated with hydraulic capacity driven improvements.
- Water age and free chlorine residual correlation based on historic and additional water quality sampling.
- Optimization of the distribution system water quality and automatic flusher locations and volumes (flowrates and durations).

CLIENT REFERENCE
John Banks
941-882-7297
jbanks@venicegov.com

SCHEDULE CONTROL
Schedule delayed due to separate comprehensive plan updates (by third party) which affected the population projections.

COST CONTROL
On budget

WATER MODELING ELEMENTS
- Adaptive/Dynamic Master Plan
- Hydraulic model update
- Water demand projections

WATER QUALITY ELEMENTS
- Water quality assessments
- Water age and free chlorine residual correlation
- Optimization of the distribution system water quality

O&M ELEMENTS
- None

RECOMMENDATIONS
- Optimized automatic flusher locations and volumes
- Adaptive Plan can be used even after Master Plan is complete

Facility Master Plan Update

Greenville Water | Greenville, SC

The Facilities Master Plan project included many traditional system planning elements including water demand projections, distribution and treatment facilities evaluation, hydraulic model update and calibration using Bentley's WaterGEMS software, hydraulic capacity evaluation, capital improvements program (CIP) development, and preparation of a master plan report. However, the project also included some unique or new elements that provided Greenville Water with a comprehensive and adaptable master plan:

- Development of multiple levels of system performance criteria based on industry benchmarks and state/local regulations that are used to assess system adequacy and determine system improvement needs and priorities.
- Recommendations and prioritization of key locations for system monitoring and SCADA improvements (flow, pressure, and/or water quality monitoring) based on insights gained from the distribution assessments and water industry best management practices.
- Detailed condition and criticality assessments for raw water system and distribution system facility assets and the two water treatment plants, focusing on documenting the condition, effectiveness and reliability of assets as well as determining their criticality to the overall system (e.g., redundancy).
- Developing a CIP Spreadsheet Tool to help prioritize and manage the Greenville Water CIP. The tool documented project ID, size, location, description, and other project information including project costs and schedules, and was delivered to Greenville Water for their use in updating and managing the Facilities Plan CIP in subsequent years as system planning assumptions change.

CLIENT REFERENCE
Craig Sollman
864-241-6129
csollman@greenvillewater.com

SCHEDULE CONTROL
On schedule

COST CONTROL
On budget

WATER MODELING ELEMENTS
- Hydraulic model update
- Water demand projections
- CIP Development

WATER QUALITY ELEMENTS
- Water age modeling
- Capacity improvement refinement to limit impacts to water age

O&M ELEMENTS
- None

RECOMMENDATIONS
- Determined if pressure zone boundaries should be changed to minimize use of pumping stations
- Adaptive Plan can be used even after Master Plan is complete
- Detailed condition and criticality of raw and distribution facilities

Energy Efficiency Master Plan

City of Hollywood | Hollywood, FL

Black & Veatch developed a comprehensive Energy Efficiency Master Plan for the City of Hollywood Department of Public Utilities Water and Wastewater treatment systems. The master plan resulted in the development of a capital improvement plan (CIP) for the implementation of 19 energy conservation measures (ECMs) for combined annual energy savings of 7 GWh or 15% of the Utility's total energy use. The CIP also results in a net present value of $4.7 million over the life of the improvements.

Specific tasks included:

- Development of an existing energy use baseline for the City's water and wastewater facilities and equipment.
- Evaluation of the current and potential alternate electric utility rate structures at each facility.
- Energy efficiency assessments, including: efficiency evaluations of equipment, processes, pumping systems, and the buildings at each facility.
- Operations optimization evaluation for the raw water supply, water treatment, water distribution systems, wastewater treatment and wastewater effluent disposal systems. The evaluation focused on reducing energy costs, but also considered important factors such as: maintaining level of service requirements; environmental impacts/benefits; minimizing operational complexity; permit requirements; hydraulic limitations; potential water quality impacts; public perception; daily and seasonal variations in water demands and power rates; leveraging useable storage capacity; and identification of tools to support Operators optimize performance.

Developed and analyzed over 50 ECMs. The analyses included: capital cost estimates; energy use and cost impacts; other O&M cost impacts; and non-economic factors, such as operational complexity, water quality or regulatory impacts and public acceptance.

CLIENT REFERENCE
Francois Domond
954-921-3930
fdomond@hollywoodfl.org

SCHEDULE CONTROL
On schedule

COST CONTROL
On budget

WATER MODELING ELEMENTS
- Hydraulic evaluation of plant equipment

WATER QUALITY ELEMENTS
- Review of water quality impacts of proposed projects

O&M ELEMENTS
- B&V reviewed the O&M impacts of the proposed projects

RECOMMENDATIONS
- Developed 19 energy conservation measures (ECMs)
- Developed a CIP for the 19 ECMs
- CIP included trigger points and schedules based on defined setpoints for future demand

Water and Wastewater Master Planning for Commercial Properties

Miami-Dade Water & Sewer Authority | Miami, FL

Black & Veatch performed multiple capacity studies initiated by the MDWASD's Planning Division (Department). The services performed by Black & Veatch included:

- Water Hydraulic Model Operation and Maintenance – This task provided for fire flow analysis for new developments requesting connection to the water distribution system.
- Incorporate the plans of the new developments into the hydraulic model.
- Performed hydraulic analysis under steady state Maximum Day Demand + Fire Flow conditions to assess the performance of the system.
- Determined the extent (diameter and configuration) to which water piping, pumps, and or reservoirs must be up-sized to accommodate the new development loadings and meet Department performance standards.
- Collection System Capacity Analysis – This task provided for capacity analyses for new developments requesting connection to the wastewater collection system.
- Added flow projections from new development into the hydraulic model along with future wet weather flow hydrographs
- For capacity evaluations occurring in locations beyond the Integrated Master Plan model extents, Black & Veatch reviewed as-built drawings and "donations" GIS layer to update the collection system invert/rim elevations and sewer diameters.
- Performed gravity sewer capacity assessments at the connection point with pump stations and downstream locations for wet weather conditions to avoid sanitary sewer overflows (SSOs). The wet weather conditions were analyzed for a single design condition.
- Developed capacity assessments for the system using revised loading conditions to illustrate potential capacity issues and manage SSOs, based on surcharging in the gravity system, pump station wet wells, and NAPOT hours based on adequate station capacities.

Bond Consulting Engineering

The Annual Bond Consultant Report, which assesses the Department's overall operations and financial performance services to document the physical status of system assets, the adequacy of the Renewal & Replacement (R&R) deposit and the adequacy of the capital improvement program. As required by the Bond Ordinance, the condition of approximately one-third of MDAWSD's major water and wastewater system facilities must be evaluated.

CLIENT REFERENCE
Howard J. Fallon
786-552-8225
HJF@miamidade.gov

SCHEDULE CONTROL
On schedule

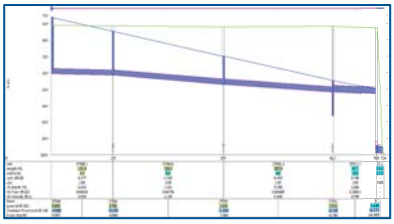
COST CONTROL
On budget

WATER MODELING ELEMENTS
- Hydraulic model update
- Capacity Analysis

WATER QUALITY ELEMENTS
- None

O&M ELEMENTS
- Significant involvement with the O&M staff and year review of documents

RECOMMENDATIONS
- Developed a CIP for water main upgrades required for future demands and required fire flows.
- CIP included trigger points and schedules based on defined setpoints for future demand



Hydraulic Profile showing Peak HGL along NW 22nd Street

Pinellas County Water and Sewer Optimization

Pinellas County Utilities | Pinellas County, FL

The County's Water and Sewer Optimization Program involves a holistic review of the efficiencies of facilities and systems (over $3 billion in assets for water, sewer, and reclaimed systems) to identify improvements to support the sustainability of existing and proposed future infrastructure.

The Program involved several projects, including the Water System Energy Use and Efficiency Assessment. Key objectives included defining energy cost savings strategies by evaluating the commercial power rate structures; development of a comprehensive energy use baseline; review of current equipment efficiencies and operational strategies for each facility; and assessing the potential for renewable energy generation. Specific tasks included:

- Field visits to gather data required for assessing energy use and efficiency.
- Development of a comprehensive energy use baseline for the County's seven primary energy consuming facilities in the water transmission system. Energy loads captured in the baseline included equipment for: pumping and distribution, treatment processes, chemical trim, HVAC, and lighting.
- Energy efficiency assessments, including: efficiency evaluations of the pumps and control strategies at each facility.
- Operations optimization evaluation for the County's water distribution system. The evaluation focused on reducing energy costs, but also considered important factors such as: maintaining level of service; minimizing operational complexity; water quality impacts; daily and seasonal variations in water demands and power rates.

Results included:

- A 20% reduction in total power cost was achieved between FY-2013-2015 based on facility improvements and updated operating strategies.
- Opportunity for significant annual savings associated with switching to an interruptible rate structure at one facility.

CLIENT REFERENCE
Mike Engelmann
727-453-3019
mengelma@co.pinellas.fl.us

SCHEDULE CONTROL
Each task completed on schedule

COST CONTROL
Each task completed on budget

WATER MODELING ELEMENTS
- None

WATER QUALITY ELEMENTS
- None

O&M ELEMENTS
- Updated operating strategies at several County facilities

RECOMMENDATIONS
- Switching of one facility to an interruptible rate structure
- Update strategies for plant and pump station operation
- Update and change out some inefficient equipment for more efficient equipment

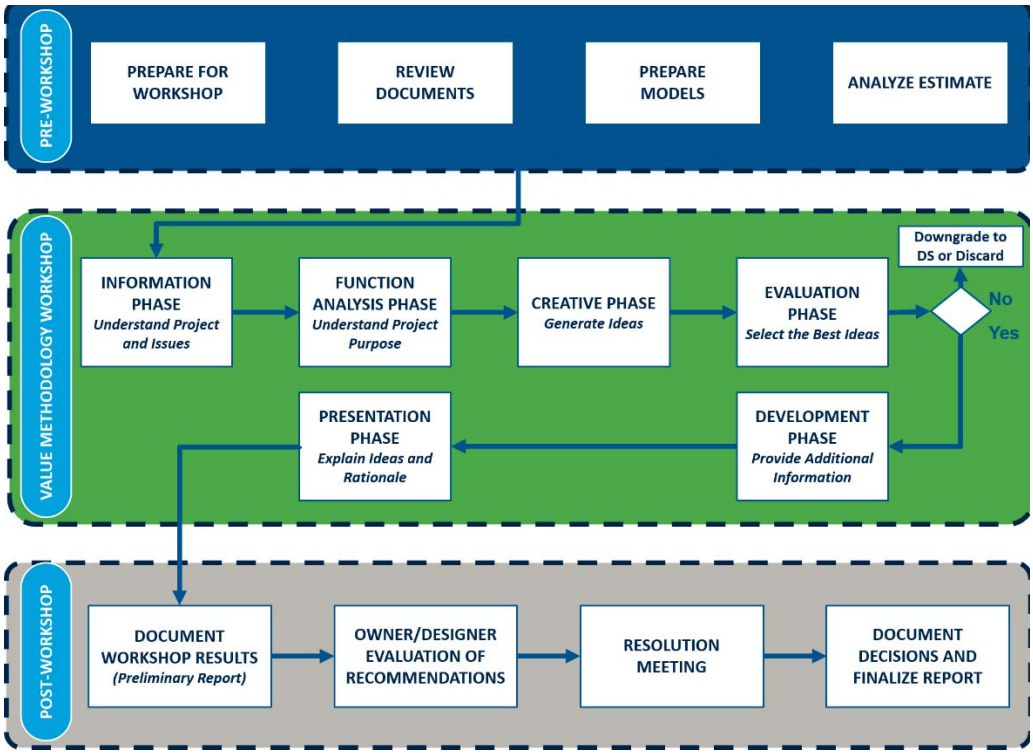
VIII. Experience and Capabilities

VALUE ENGINEERING

Value Engineering (VE) is the application of a systematic process called the Value Methodology Job Plan that integrates analytical, creative, and evaluation techniques within a multidisciplinary team setting; where the focus is on Improving Value by identifying the most resource-efficient way to reliably accomplish the required functions of the program, project, or process, in a way that meets the performance expectations of the customer.

Black & Veatch's approach to conducting value engineering studies is consistent with the standards of SAVE International. Furthermore, to maximize the effectiveness of the process for our Clients, we have made some significant improvements to the details of the process. These improvements result in a better VE team understanding of the fundamental issues and functions of the project, thus producing higher quality VE alternatives that are more useful to the Client and the designer. Additionally, these modifications improve the efficiency of the VE process thereby reducing the time spent on decision-making, and increasing the time spent in producing quality project alternatives.

A task-flow diagram depicting our VE Job Plan is shown below. This project approach has been used successfully on the value engineering of more than 2,000 projects performed to date by Black & Veatch. The organized approach, which we use both in preparation for and during the workshop, allows us to maintain a quick turn-around time for the study and the submittal of a Value Engineering Report. The approach also ensures owner, user, designer, and program manager participation during the study.



Task-flow diagram depicting our VE Job Plan

LIFE CYCLE COST ANALYSIS

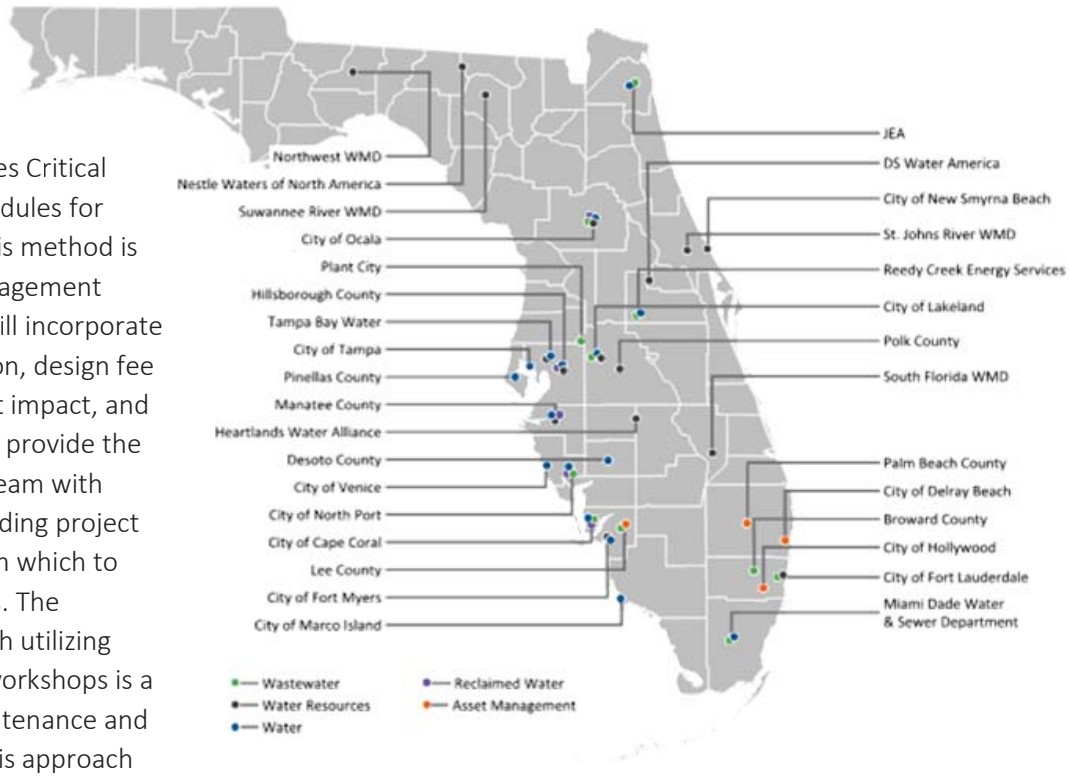
When performing VE studies, Black & Veatch targets the best long-term value rather than the greatest short-term savings, by using present worth Life Cycle Cost Analysis. Our approach examines the combined first and annual cost impacts when developing VE alternatives. Thus, our VE alternatives seek to obtain the best value for the dollar expended, and routinely include such issues as operability, maintainability, operations during construction, aesthetic issues, impacts on neighbors, security and safety, environmental impacts, staffing, constructability, and public and political acceptance. Our approach also includes a focused analysis of the capital cost, energy, and life cycle cost modeling, as appropriate, and Function Analysis Systems Technique (FAST) diagramming.

CRITICAL PATH METHOD

Black & Veatch understands the necessity to control cost and maintain the project schedule. Our approach to design utilizes Critical Path Method (CPM) schedules for scheduling resources. This method is in addition to a cost management trending system which will incorporate design change information, design fee impact, construction cost impact, and schedule impact that will provide the County and the project team with continual feedback regarding project budget and schedule with which to make educated decisions. The integrated team approach utilizing frequent meetings and workshops is a significant schedule maintenance and cost control measure. This approach ensures that all levels of the project team are kept informed of decisions and their potential impact regularly so decisions can be made on what is best for the overall value of the project. Our approach to scheduling and cost control for this project will provide the County the most cost-effective design and the highest project value.

WATER MODELING AND WATER SYSTEM EVALUATION

Black & Veatch has significant experience with water modeling and water system evaluations. As shown throughout this proposal, the engineers selected for the project are leaders in the industry. In the State of Florida, Black & Veatch has completed nearly 20 water master plans within the last couple decades, and the Black & Veatch's Planning Manager has completed over 30 water modeling and water system evaluations.



Black & Veatch's Planning & Asset Management Experience in Florida

ENERGY AND WATER CONSERVATION

Black & Veatch has a corporate commitment to "sustainable solutions that build value through products, services and operations while balancing financial, community and environmental needs." One way we fulfill this commitment is by helping our Clients develop solutions that incorporate their goals relative to environmental stewardship, community involvement, resource management, and climate change.

Black & Veatch offers focused answers to the operational aspects of energy management for the water and wastewater industry. Of primary consideration are the means and methods by which water and wastewater utilities meet their sustainability and energy management objectives. Black & Veatch is experienced in implementing a variety of technologies to help our Clients achieve their energy reduction and optimization goals. When implementing these solutions, our experts are involved in the entire process. They remain up-to-date on technology innovations, research and development and regulatory changes to offer the best input during the study, design, and construction phases of every project.

Since we have such diverse expertise and technology capabilities for addressing a wide range of energy issues, Black & Veatch can provide answers and solutions to your most challenging questions. Whether a Client is interested in Energy and Cost Optimization, Energy Portfolio Planning, Sustainability Planning or Operational Assistance, Black & Veatch is highly qualified to assist them in identifying which of their needs is a priority.

As an example, Black & Veatch performed an energy optimization study for the Peace River Manasota Regional Water Supply Authority. The study included an assessment of the commercial power rate structures, and an analysis of historical power use trends based on 7 years of fifteen- minute incremental power use data. One primary goal of this analysis was to identify potential operational adjustments to shift more power usage to off-peak power rate periods and to avoid triggering higher demand charges. Black & Veatch also developed a comprehensive energy use baseline spreadsheet tool to document and analyze details regarding the current energy use, efficiency, and operational requirements of all significant energy consuming equipment at the facilities.

NEW ENERGY RESOURCES

Black & Veatch is one of the most diversified engineering and construction companies in the world and a leader in New Energy Resources. In 2018, Engineering News-Record (ENR) ranked Black & Veatch as the no. 1 Firm in Solar Power and the no. 10 Firm in Wind Power.

Solar

Black & Veatch and its professionals represent some of the earliest pioneers of utility-scale renewable energy. As demand rises for clean energy solutions, Black & Veatch provides comprehensive bankability, planning, siting, design, and construction services for all types of renewable resource development.

As solar photovoltaic (PV) becomes the fastest growing form of energy generation on the globe, the capital cost associated continues to decrease. Solar projects are quickly reaching parity with other forms of new generation. They also tie in seamlessly with various Microgrid and distributed energy resource (DER) projects, which makes solar an attractive option for "Smart City" initiatives. With deep industry leadership in

project development, independent engineering and bankability, construction only and complete solar engineering, procurement, and construction (EPC), we can provide planning and execution of rooftop and distributed solar projects, as well as management of distributed solar on the grid and in communities. We're also a leader in concentrating solar thermal technologies.

Black & Veatch recently complete planning, design, and construction of solar power facilities for Florida Power & Light in Manatee County, DeSoto County, and Charlotte County.

Wind Energy

How can you be sure that your site is ideal for wind energy? Wind Resource Assessments analyze all factors associated with your project site, weighing the environmental data to make your wind development project more bankable and drive certainty in your future revenue stream.

As regulations and incentives change over the course of time, and facilities need repowering or replacement, a highly experienced partner can guide the process toward optimized output and revenue. Understanding the market, various regulatory program changes, and geographic considerations is critical to a successful project. Black & Veatch can assist with site selection, environmental permitting, financial due diligence for owners and financiers, and transmission and interconnection support.

Biomass and Bioenergy

We are one of the most broad-based providers of bioenergy systems and services in the world. We have provided services for more than 125 bioenergy projects in the United States. Our projects have included a wide variety of applications and fuel sources, including conventional combustion, co-firing, combined heat and power, gasification, pyrolysis, plasma arc, anaerobic digestion and torrefaction.

ENVIRONMENTAL ASSESSMENT

Federal, state, and local regulatory programs often require the preparation of environmental assessment and environmental impact statements (EA/EIS) to assess the impacts of projects and describe proposed mitigation measures. Black & Veatch staff have the experience in preparing EA/EIS reports in accordance with the guidelines of various federal and state agencies.

When project schedule allows, and agencies agree, an EA/EIS report is informally reviewed with the federal, state, and local agencies prior to formal issuance to ensure that the document satisfies all requirements. Experience has shown that the informal review substantially reduces overall review time.

SPECIALIZED EXPERIENCE

Black & Veatch has specialized expertise in several areas that can aid in a comprehensive master plan including: CMMS integration, bond financing, construction and cost estimation, water treatment and distribution quality, energy efficiency and transient analysis for pump stations and transmission mains.

IX. Volume of Work

Black & Veatch has not performed any work for the County within the past 24 months.

X. Litigation

Black & Veatch Corporation ("Black & Veatch"), together with its affiliates constitutes a large, international engineering and construction firm. Like similarly-sized firms, at any given point in time, we may be involved with claims and litigation. Black & Veatch maintains a program of insurance to protect against claims arising out of its work. In the opinion of Black & Veatch management, no pending claim or litigation will have a material impact on Black & Veatch's ability to execute this project. After a reasonably diligent search of available records, to the best of Black & Veatch's knowledge, the following is a listing of past or ongoing litigation involving Black & Veatch in the State of Florida over the last five (5) years:

CASE NAME	BRIEF DESCRIPTION	COURT VENUE	CASE NO.	PROJECT LOCATION	CURRENT STATUS
Rodriguez v. Black & Veatch Corp., et al.	Personal injury litigation against B&V and others arising out of motorcycle accident, where plaintiff alleges that it struck a butterfly valve cover installed in a median as part of a transmission main project in Florida.	Circuit Court of 17th Judicial Court for Broward County, FL	1200863104	Key Largo, FL	B&V was granted summary judgment in this matter on September 3, 2015.
Emerald Utilities, A.C. Schultes v. Black & Veatch Corp., et al.	Third party complaint filed against B&V in litigation between site work contractor and well drilling contractor for damages allegedly sustained during discharge of well water.	Orange County Circuit Court, FL	2014-CA-003670-0	Orange County, FL	Black & Veatch was voluntarily dismissed from this matter with prejudice on January 26, 2016.

XI. Minority Business

Black & Veatch is not a Minority Business Enterprise (MBE). However, we strongly support equal opportunity and have made a commitment to abide by the Minority- and Women-Owned Business Enterprises section in the Charlotte County Purchasing Manual.

This contract involves professional services and is subject to the Consultant's Competitive Negotiation Act (CCNA), which requires consideration of minority business participation. Black & Veatch maintains an Affirmative Action Plan and an Equal Opportunity Policy and has a history of utilizing MBE firms where practical. As an example, Black & Veatch subcontracted more than 20% of the work on the East Fort Myers Water Reclamation Campus project to local MBE firms.

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J. Mike McGee, PE, BCEE

Mr. McGee possesses over 27 years of experience in process design, contract administration, construction management, and business development activities with water treatment plants, water distribution systems, reclaimed water distribution systems, pumping stations and storage facilities, wastewater treatment plants, and wastewater collection systems in the United States. He is recognized technical expert in horizontal directional drilling (HDD) and has successfully designed, permitted, and supported construction of over 80 HDD's in Florida over the past 15 years.

VALUE TO CHARLOTTE COUNTY

- After having worked on several Charlotte County Utilities projects over his career and Mike is very familiar with the County's water system and will be a valuable asset coordinating between the County and the Black & Veatch team.
- With over 27 years of experience in process design, contract administration, construction management and planning for water and wastewater utilities, Mike can see potential problems with schedule and budget before they happen and can work to avoid any delays.

RELEVANT PROJECT EXPERIENCE

Charlotte County Utilities | US-41 Utility Improvements; Port Charlotte, FL

Sr. Project Manager and Design Engineer. Directed all aspects of design of utility transmission main improvements to expand CCU's potable water, reclaimed water, and wastewater force main services to the north-central portion of the CCUD Mid-County service area. Project involved extensive coordination with the FDOT road widening designer, FDOT, CCU, and other utility stakeholders. This project included design and construction of over 22,000 feet of 24" diameter potable water and 24"/20" wastewater transmission mains, over 10,000 feet of 12" diameter and smaller potable water and wastewater transmission mains, and over 13,000 feet of new reclaimed water transmission mains routed through the congested US41 FDOT ROW. This $6.9MM project was constructed by the FDOT road widening contractor under UWHCA contract with CCU.

Reference: Bruce Bullert, PE | 941-764-4300

Charlotte County Utilities | Regional Reclaimed Water System; Port Charlotte, FL

Project Manager and Design Engineer. Led all aspects of route planning, hydraulic modeling, design, permitting, and construction phase services for this $10M regional reclaimed water (RW) transmission main project encompassing over 16 miles of reclaimed water transmission mains ranging from 18" to 12", bulk metering facilities, and two intermediate RW booster pumping and storage facilities throughout the Mid-County portion of CCU's service area. Successfully led the construction phase

Project Manager

Office Location
Fort Myers, FL

Education
- MS, Civil Engineering, Environmental, Auburn University
- BS, Mechanical Engineering, United States Naval Academy

Professional Registration
PE – 1991, FL, #44055
BCEE – 2016, DE, #16-20003

Years of Experience
27

Years with B&V
1

engineering services to put these facilities in service including construction management services for 3 separate CCUD construction contracts.
Reference: Jeff Pearson (former CCUD Director) | 239-574-0709

City of North Port | 10-Year Water Supply Work Plan; City of North Port, FL

Sr. Project Manager & Lead Engineer. Responsible for all aspects of the evaluation and report of the City of North Port's 10-Year Water Supply Work Plan which was completed and approved by the City and the SWFWMD in 2017. Led the assessment of the water supply sources and demands over the next twenty- year planning horizon, and ensured consistency with the City's Comprehensive Plan as well as the current SWFWMD Water Supply Plan. This project also culminated in the development of the City's Potable Water and Reclaimed Water Capital Improvements Program for the next 10 years.
Reference: Rick Newkirk | 941-240-8010

Peace River Manasota Regional Water Supply Authority | PRMRWSA Regional Potable Water Transmission System Modeling; Arcadia, FL

Sr. Project Manager & Hydraulic Modeling Engineer. Performed project management and design services and was the hydraulic modeler for the development of the PRMRWSA very-first Regional Transmission Main Hydraulic Model which consists of over 100 miles of existing and proposed potable water transmission mains ranging from 12" to 42" diameter and which serve approximately eleven bulk customers within the four-county region. The calibrated model also includes two new remote storage and booster pump station systems associated with two of the Authority's new Regional Integrated Loop System Expansions, as well as the recently-constructed Loop Phase 1A and Phase 2 regional transmission mains serving CCU, the City of Punta Gorda, and the City of North Port. This modeling and evaluation effort has provided the Authority with the planning tool to assist them in operating the transmission and storage system in the most efficient, cost-effective manner which will ensure delivery of high-quality potable water service to existing and new Authority customers now and in the future.
Reference: Kevin Morris, PE, BCEE | 941-316-1776

Sarasota County Utilities | Potable Water Supply Master Plan; Sarasota, FL

Project Manager. Project manager responsible for developing the water supply master plan, alternative water resources evaluation, and blending of Peace River water from the PRMRWSA at the Carlton EDR Membrane WTP for Sarasota County. This potable water supply master plan for Sarasota County evaluated and recommended multiple groundwater sources as well as reuse and conservation elements and interconnects with other utility providers to provide the CIP prioritization and road map for the future. This master planning effort also resulted in improvements such as corrosion mitigation, competitive assessment, and other potable water systems projects at Carlton EDR Membrane Water Treatment Plant.

City of Fort Myers | East Booster Pump Station; Fort Myers, FL

Project Manager. The completion of new housing and commercial developments in southeastern service area of the City of Fort Myers has resulted in additional water demand. In addition, since these developments are at the far extent of the City's water service area they have experienced low water pressure issues. The new East Booster Pump Station water storage tank and booster pump station facility will provide pressure boosting capability for peak demand and fire flow conditions. Site investigations were performed on this challenging 1.07-acre undeveloped City parcel, and a preliminary design report was completed and the optimal size for the tank was determined to be 2.5 MG for this new 4 mgd capacity potable water pump station facility. The tank will be a 106-

foot diameter pre-stressed concrete water storage tank and the booster pump station will include 3 horizontal split case centrifugal pumps that will provide a firm peak hour pumping capacity of 2,858 GPM. Each of the 60 HP pumps are designed for 1,450 GPM capacity and will be located inside a new 30' X 72' pump station building that has been sized to include an MCC building to ensure the electrical equipment and VFD's are protected. The design is progressing and is scheduled for completion in early 2019, with construction to follow.
Reference: Nicole Monahan, PE | 239-321-7459

Peace River Manasota Regional Water Supply Authority | WTP Capacity Expansion and Rerating Unit 1; Arcadia, FL

Sr. Project Manager & Lead Engineer. PRMRWSA WTP Capacity Expansion Phase 1 rerating report and successful FDEP rerating of this regional surface water treatment plant. Led the hydraulics and process treatment analyses for all the unit processes of Unit 1 of the Peace River Facility that encompassed the Reservoir Raw Water Pump Station, Solids Contact Units, Filters, and Transfer Pump Station facilities and developed and designed modifications that were implemented under the PRF 1991 Rebuild project to increase the permitted capacity of this Unit 1 treatment train from 12 mgd to 15 mgd. The Unit 1 process train was successfully re-rated by the FDEP to increase permitted capacity to 15 mgd, thereby increasing the combined WTP facility permitted capacity from 48 mgd to 51 mgd.
Reference: Kevin Morris, PE, BCEE | 941-316-1776

Peace River Manasota Regional Water Supply Authority | PRMRWSA PRF WTP 1991 Rebuild; Arcadia, FL

Sr. Project Manager & Civil Design Lead Engineer. Provided the design, permitting, bidding, and construction phase services for the PRMRWSA PRF WTP 1991 Rebuild project. Led all aspects of civil and structural rehabilitation improvements to treatment trains No. 1 and No. 2 for this 48 mgd regional surface WTP which has been in continuous operation since the late 1970's. Led the development of contract documents for repair and resurfacing of deteriorated concrete structures and modifications to the facilities chemical piping systems and associated double-containment systems for this WTP rebuild project.
Reference: Kevin Morris, PE, BCEE | 941-316-1776

Greater Pine Island Water Association, Inc. | Center Pump Station Improvements; Pine Island, FL

Project Manager & Design Engineer. Led all aspects of hydraulic modeling, design, permitting, bidding, and construction phase support services for the complete replacement of the aging potable water booster pumps at the Center Pump Station. The project involved replacement of four existing 50-year old pumps with two new VFD booster pumps, complete upgrade of electrical and instrumentation systems, and conversion of a portion of the pump room building into a dry storage room.

Peace River Manasota Regional Water Supply Authority | Project Prairie WTP Emergency Water Supply; Arcadia, FL

Sr. Project Manager & Lead Design Engineer. Provided the design, permitting, bidding, and construction administration services to develop the alternative raw water supply well and cost-effective solution which will result in a new emergency drinking water supply for the PRMRWSA and Desoto County in the future. Water treatment improvements and partnering with the FDEP and Desoto Co resulted in development of creative and cost-effective improvements which redeveloped this abandoned Desoto County Project Prairie WTP facility into a viable 0.5 mgd alternative emergency water source for this portion of the Authority's service area.
Reference: Richard Anderson | 863-993-4565

Amanda Schwerman, PE, ENV SP

Ms. Schwerman's experience is focused on water and wastewater-related planning projects. Her expertise lies in water and wastewater hydraulic modeling, but she has experience with process/mechanical design as well. She is involved with professional societies including chairing the WEF Collections System Committee's workshop group, working on the WEF Envision Taskforce, participating with AWWAs Engineering Modeling Applications Committee (EMAC) and M32 Updates, is a Trustee and the Membership Chair for WateReuse Florida and is a certified Envision Sustainability Professional.

Planning Manager;

Water System Evaluation Team Lead

Office Location
Tampa, FL

Education
- MS, Environmental Science and Engineering, Colorado School of Mines 2006
- BS, Engineering, Colorado School of Mines 2005

Professional Registration
PE – 2010, FL, #70751
Envision™ Sustainability Professional

Years of Experience
13

Years with B&V
5

VALUE TO CHARLOTTE COUNTY

- Has access and knows the right resources to bring to the project as she serves as the Planning & Asset Management Lead for all of Florida
- Expertise lies in water and wastewater hydraulic modeling, water and wastewater and reclaimed systems master planning and utility system asset management
- Bring many lessons learned to the County from her involvement with numerous water and wastewater master plans for utilities in Florida and nationwide

RELEVANT PROJECT EXPERIENCE

DeSoto County PRMRWSA | DeSoto County Water System Assessment; Arcadia, FL

Engineering Manager. Desoto County and Peace River Manasota Regional Water Supply Authority contracted Black & Veatch to complete a Water System Assessment. Tasks included: water quality considerations, operational strategies to improve system monitoring and flushing maintenance, standard operation procedures (SOP) recommendations for the County's consideration, and updating the hydraulic/water balance of the system.

City of Venice | Venice Water Master Plan Update; Venice, FL

Engineering Manager. The City of Venice's Utilities Department treats groundwater and distributes the treated water to service a population of approximately 22,000 people in the City of Venice/South Sarasota County area. The goal and objective of the Water Supply Master Plan (Project) is to assist City staff in providing a reliable and robust water system with adequate capacity to accommodate future growth within the City's water service area. The City of Venice uses an average of approximately 2.0 mgd of drinking water from one WTP. Their distribution system includes more than 76 miles of piping, 1 booster station and 2 elevated storage tanks and is and all-pipes model, using InfoWater. Tasks included: field data collection, population and demand projections, water supply and treatment capacity, model

update and calibration, hydraulic analysis, water age and chlorine residual correlation, water quality evaluation, CIP planning and master plan documentation.

City of Tampa | Potable Water Master Plan; Tampa, FL

Engineering Manager & Lead Modeler. Responsible for executing the potable water master plan and deliverables. The project included: updating and calibrating the existing hydraulic model using InfoWater, distribution analysis and improvements for four planning years (2015, 2020, 2025, and 2035), pumping and storage facility capacity assessments, resiliency and reliability assessments, asset management program development, risk based pipeline prioritization using InfoMaster, capital improvement program and Master Plan documentation. The City of Tampa distribution service area serves a population of approximately 610,000 people across 1 pressure zone at an average day demand of approximately 70 mgd. The distribution system includes one water treatment plant, five repump stations with tanks and several interconnections with Hillsborough County and Tampa Bay Water.

City of Tampa | Water Loss Audit; Tampa, FL

Engineering Manager. Black and Veatch (B&V) was hired by the City of Tampa (City) to conduct a water audit and to develop a Strategic Water Loss Control Plan. The City maintains and operates a potable water distribution system that includes over 2,200 miles of water mains in three pressure zones. The system includes five repump stations, approximately 50,000 valves and 14,000 hydrants, and one water treatment facility. The audit was conducted using the American Water Works Association (AWWA) M36 Methodology (Water Audits and Loss Control Programs) and the AWWA free water audit software.

City of Fort Myers | Water Treatment Plant Facilities Plan; Fort Myers, FL

Lead Planner. The City of Fort Myers (City) owns and operates a reverse osmosis (RO) water treatment plant (WTP) to treat their groundwater supply before pumping to the potable water distribution system. The existing WTP has performed well for over 25 years, but portions of the facility are showing age and some of the technology, that was new over 25 years ago, needs to be replaced. In addition, the City wants to plan for future development and to handle future water demands. The City has requested Black & Veatch to provide engineering services to prepare a Facility Plan for the entire WTP which will provide a guide for the City's future water system development and investment decisions. Tasks included: population and demand projections, recommended improvements, prioritization of the improvements, CIP planning and facility plan documentation.

Tampa Bay Water | Long-Term Master Water Plan & Program Feasibility; Pinellas, Pasco and Hillsborough Counties, FL

Project Engineer. Focused on the potable reuse feasibility tasks. Tampa Bay Water (TBW) is required to update their Long-Term Master Water Plan (LTMWP) every five years. The most recent LTMWP prior to this project was completed and approved in December 2013 and included a Feasibility Program recommendation. This project included updating both the Feasibility Program and the LTMWP, to evaluate the Board approved projects listed in the 2013 LTMWP and to narrow down the project list to one of more projects that will meet the region's drinking water demand once the demand forecast indicates more supply is needed. In addition to the Board approved projects, several potable reuse projects were included. Black & Veatch was a subconsultant to Hazen & Sawyer.

Pinellas County | Water and Sewer Optimization Study; Pinellas County, FL

Engineering Manager. The County has embarked upon an Optimization Program for its water, sewer and reclaimed water systems that involves using the "Envision Process", which is an in-depth guidance and rating system used to assess and improve the sustainability metrics of infrastructure projects. The Program initially

involved a comprehensive optimization study of the assets associated with or affecting the South Cross Bayou Water Reclamation Facility (SCBWRF). The objectives of the optimization study include, but were not limited to, reducing energy use, reducing O&M costs, process optimization and technology improvements, and triple bottom line sustainability (economic, environmental, and social) of the facility. The COUNTY is responsible for operating and maintaining the water, sewer, and reclaimed water systems within the designated service areas under the jurisdiction of the Pinellas County Florida Board of County Commissioners. Over three billion dollars in assets are included in the water and sewer systems.

York County | Water Master Plan; York County, SC

Project Engineer. York County has experienced significant growth due to the region's strong economy, lower taxes, access to Lake Wylie, and proximity to Charlotte. The distribution system serving the existing water service area includes one ground storage tank and three elevated storage tanks, one booster pump station and approximately 38 miles of water mains ranging from 2-inch to 24-inch in diameter which was modeled in InfoWater. The system receives treated water from the City of Rock Hill and serves approximately 1,400 customer accounts with a single pressure zone in their retail service area. The system also serves two wholesale customers and one major commercial customer including the City of York, Carolina Water Service, and the Catawba Nuclear Station, respectively. Tasks included: population and demand projections, water supply and treatment capacity, model update and calibration, hydraulic analysis, water quality evaluation, system resiliency analysis, CIP planning and master plan documentation.

Greenville Water | Facilities Master Plan; Greenville, SC

Distribution System Evaluation Task Lead Modeler. Responsible for executing the water distribution system evaluation work and deliverables. Distribution system tasks included: performance criteria development; population, growth, and demand projections; all-pipes hydraulic model build from GIS; hydraulic model update and calibration/verification using WaterGEMS software; pressure zone delineation assessment; system capacity assessments for normal and fire flow demand conditions and pumping, storage, and pipeline improvement alternatives; asset management assessments of condition and criticality for pumping and storage facilities; system monitoring and SCADA assessments; prioritize CIP through the year 2040; development of CIP and financial forecasting tool; and facilities plan report. Project also included a water treatment evaluation. At the time of the project, Greenville Water's water system served a population of approximately 500,000 people in the City of Greenville and surrounding communities in Greenville County across 15 pressure zones at an average day demand of approximately 60 mgd.

MDWASD | Water Service Improvement to Non-Residential Properties

Engineering Manager. Assisted the Miami-Dade Water & Sewer Department (MDWASD) with developing a plan, including planning level cost estimates and project schedules for the improvements of water infrastructure to non-residential zoned properties within MDWASD's service area currently under-sized to bolster commercial re-development. Once the project is implemented, over 15,000 parcels sites will have improved water service.

City of Hollywood | Water Age Analysis of the North A1A Corridor; Hollywood FL

Lead Modeler. The project included updating the existing hydraulic model (InfoWorks WS) with improvements implemented between 2006 and 2013, and analyzing two recommendations which had not been implemented focusing on fire flow protection and water quality. The portion of the system affected by the two recommendations was recalibrated based on hydrant pressures and chlorine residual samples. (Data collection was included within the scope of work).

Mark Martin, PE

Mr. Martin has a depth of experience in a variety of engineering projects, including water and wastewater treatment plants, pumping stations, and pipelines. His involvement in these projects has included feasibility studies, facility design and construction services. His position as a Project Manager has led to his involvement in many large treatment plant design projects with the task of managing multiple engineering design staff members.

VALUE TO CHARLOTTE COUNTY

- As the project director, Mark commits Black & Veatch to providing the County with responsive service and quality project delivery.
- Has been leading Black & Veatch's water business in Lee County for 12 years. This means that Mark understands the unique challenges and needs of utilities in the area.

RELEVANT PROJECT EXPERIENCE

City of Fort Myers | Engineer of Record for Water Treatment Plant; Fort Myers, FL

Project Manager. Responsible for managing multiple, various projects at the City's 12 mgd water treatment plant. Projects included geophysical logging of existing water supply wells, rehabilitation of water supply wells, replacement of chemical storage tanks and renewal of deep injection well permit.

Peace River Manasota Regional Water Supply Authority | Peace River Facility 1991 Rebuild; Arcadia, FL

Engineering Manager. Responsible for preliminary and final design of water treatment improvements at the 48 mgd Peace River Facility. The 12 mgd Plant 1 train is 35 years old and in need of rehabilitation and capital upgrades. Design included repair of all concrete structures, equipment for the solids contact units, replacement of filter media, wash water troughs and surface wash system in the filters, replacement of all piping and valves, new transfer pump, new high service pumps, new chemical feed systems and a new prestressed concrete ground storage tank. Also, served as resident engineer during construction.

Collier County | South County Regional Water Treatment Plant, Lime Slaker Replacement; Naples, FL

Project Manager. Responsible for the development of design documents for the installation a new paste lime slaker at the 32 mgd South County Regional WTP. Design included the replacement of an existing lime slaker and demolition of the existing lime slurry pit. The lime slurry pit was replaced by a new lime slurry pump so that lime slurry was hard piped all the way to the feed point.

Project Director

Office Location
Fort Myers, FL

Education
- BS, Civil Engineering, Michigan Technological University, 1987

Professional Registration
PE – 1992, MI, #038222
PE – 2007, FL, #67272

Years of Experience
31

Years with B&V
31

City of Kannapolis | Finished Water Pumps; Kannapolis, NC

Engineering Manager. Responsible for design documents for installation of 2 finished water pumps and piping improvements in the high service pumping station at the 13.15 mgd Kannapolis WTP.

Tampa Bay Water | Regional Facilities Site Repump Station; Brandon, FL

Project Engineer. Responsible for design of improvements at the repump station for the 66 mgd Regional Facilities Site. Improvements included piping and valve modifications to convert the repump station to a booster station to supply 66 mgd and greater flows from the C.W. Bill Young Regional Reservoir under a greater range of conditions.

Tampa Bay Water | Morris Bridge Water Treatment Plant; Tampa, FL

Project Engineer. Responsible for design of yard piping improvements at the Morris Bridge Water Treatment Plant. The yard piping improvements provided a bypass of the water treatment process and directly connected the plant influent pipe to the finished water pipe at the storage reservoirs.

Tampa Bay Water | Cypress Creek Water Treatment Plant; Pasco County, FL

Project Engineer. Responsible for design of upgrades to six pump assemblies at the existing high service pump station at the Cypress Creek Water Treatment Plant. Pump system upgrades included replacement of the suction butterfly valve, discharge butterfly valve, discharge check valve and discharge modulating ball valve.

City of Wyoming | Donald K. Shine WTP; Wyoming, MI

Design Engineer. Involved in design of improvements and expansion of a 90 mgd water treatment plant to 120 mgd capacity. Expansion includes pump replacement at low and high service, design of new plate settling facilities for expansion and for replacement of existing upflow clarifiers, dual media filters designed for future conversion to deep-bed monomedia, new chemical storage and feed facilities, and new residuals handling, using mechanical dewatering.

AWWA Research Foundation | Springwells Water Treatment Plant – UV Disinfection for Large Water Treatment Plants; Detroit, MI

Project Engineer. Served as liaison and assisted in evaluating alternatives for installing UV disinfection facilities at existing water treatment facilities for 540 mgd WTP in Detroit, Michigan. Assisted with conceptual designs for the recommended UV facilities to determine layouts, hydraulic requirements, and capital and O&M costs.

Detroit Water and Sewerage Department | Springwells WTP Filter Rehabilitation; Dearborn, MI

Project Engineer. Responsible for design and construction assistance services for the rehabilitation of 68 rapid sand filters at a 540 mgd water treatment plant. The existing filters were 70 years old and the rehabilitation included underdrain system replacement, filter media replacement, rate of flow controller and valve replacement, filter console replacement with all new controls and installation of a surface water system.

Kevin Laptos, PE

Mr. Laptos serves as a Regional Planning Leader for the East Region of Black & Veatch Water Americas. He specializes in planning and modeling of water distribution and wastewater collection systems and hydraulic transient analysis. He has 26 years of professional experience in engineering practice and management involving the planning, design, construction, operation, and rehabilitation of water and wastewater systems. He has served as a Project Advisory Committee member for an AWWARF-sponsored research project (Verification and Control of Pressure Transients and Intrusion in Distribution Systems). Mr. Laptos also currently serves on the AWWA Engineering Modeling Applications Committee which developed the second edition of AWWA M32 (Computer Modeling of Water Distribution Systems). He is also a Fellow Member of ASCE and has also authored and presented numerous technical papers related to system modeling, information management and GIS integration, and hydraulic transient analysis for AWWA and ASCE conferences and publications.

Technical Advisor

Office Location
Charlotte, NC

Education
- MS, Civil Engineering, Virginia Tech, 1990
- BS, Civil Engineering, Virginia Tech, 1988

Professional Registration
PE – 2009, NC, #035367
PE – 1994, PA, #045490E

Years of Experience
28

Years with B&V
11

VALUE TO CHARLOTTE COUNTY

- After 28 years of professional experience in planning and hydraulic modeling of water and wastewater systems, Kevin is ideally suited as Technical Advisor.
- Kevin and Amanda Schwerman have worked closely together for over 5 years, and they have an efficient method of communication and quality control which will benefit the County in increased efficiencies and quality deliverables.

RELEVANT PROJECT EXPERIENCE

City of Tampa | Potable Water Master Plan; Tampa, FL

Technical Advisor. Responsible for quality control of the potable water master plan and deliverables. The project included: updating and calibrating the existing hydraulic model using InfoWater software, distribution analysis and improvements for four planning years (2015, 2020, 2025, and 2035), pumping and storage facility capacity assessments, resiliency and reliability assessments, asset management program development, risk based pipeline prioritization, capital improvement program and master plan documentation. At the time of the project, the City of Tampa distribution system served a population of approximately 610,000 people at an average day demand of approximately 70 mgd. The system includes 1 water treatment plant, 5 repump stations with tanks and several interconnections with the Hillsborough County and Tampa Bay Water systems.

Charlotte Water | Water Distribution System Master Plan; Charlotte, NC

Project/Engineering Manager. Responsible for preparing a 25-year Master Plan for Charlotte Water's water distribution system. Project included water system data utilization planning, development of system performance criteria and project

prioritization guidelines, water demand projections, existing facilities evaluation, a comprehensive field testing program, hydraulic model update and calibration using InfoWater software, water quality modeling and analysis, integrated model development and management protocol, distribution system analysis, water system capacity and reliability analysis, detailed evaluation of the Central Business District (CBD), and CIP and master plan report. At the time of the project, the CW water system served a population of approximately 864,000 people in 3 major pressure zones at an average day system demand of approximately 102 mgd. The system included 3 treatment plants, 5 zone transfer pumping stations, 3 pumped storage tanks, and 7 elevated storage tanks.

City of Saint Louis-Water Division | Water System Master Plan Update; St. Louis, MO

Technical Manager. Responsible for quality control for project. Work included development of a distribution system computer model of all-pipes 4-inches and larger from the City's 1,400 AutoCAD drawing files in Innovyze's InfoWater software. An extensive field testing program was developed and performed to gather a significant amount of data for use in the calibration of the water model. The project scope consisted of calibrating the model to a high degree of accuracy by performing a primary calibration using the initial field testing data followed by secondary field testing verification and data gathering in areas with questionable model correlation to observed system behavior. Upon delivery of the calibrated model, an intensive modeling workshop will be presented to the City staff to transfer knowledge and demonstrate and train the City to use of their new system evaluation modeling tool.

Greenville Water | Facilities Master Plan; Greenville, SC

Distribution System Evaluation Task Lead. Responsible for leading execution and quality control of water distribution system evaluation work and deliverables. Distribution system tasks included: performance criteria development; population, growth, and demand projections; all-pipes hydraulic model build from GIS; hydraulic model update and calibration/verification using WaterGEMS software; pressure zone delineation assessment; system capacity assessments for normal and fire flow demand conditions and pumping, storage, and pipeline improvement alternatives; asset management assessments of condition and criticality for pumping and storage facilities; system monitoring and SCADA assessments; prioritize CIP through the year 2040; development of CIP and financial forecasting tool; and facilities plan report. Project also included a water treatment evaluation and update of Greenville Water's MP2 CMMS database with results from the asset management assessments. At the time of the project, Greenville Water's water system served a population of approximately 500,000 people in the City of Greenville and surrounding communities in Greenville County across 15 pressure zones at an average day demand of approximately 60 mgd.

SJWD | Water Master Plan; Wellford, SC

Infrastructure Planning Manager. Responsible for technical quality of water distribution system evaluation work and deliverables. Distribution system tasks included: performance criteria development; population, growth, and demand projections; hydraulic model update and calibration/verification using InfoWater software; system capacity assessments and pumping, storage, and pipeline improvement alternatives; development and prioritization of CIP through the year 2040; and facilities plan report. At the time of the project, SJWD's water system served approximately 45,000 people across 5 pressure zones at an average day demand of approximately 4.5 mgd.

Bob Hulsey, PE

Mr. Hulsey is Director of the Water Treatment Technology Department of Black & Veatch's Water Technology Group. In that role, he leads a group of PhD and Master's level process engineers dealing with advanced treatment technologies such as micro-contaminant removal, high rate sedimentation and flotation, membrane and biological filtration, ozone and UV disinfection, distribution system water quality, and desalination. He has been involved in process design, equipment specification, start-up, training, and troubleshooting many of B&V's premier projects.

VALUE TO CHARLOTTE COUNTY

- The County has access to a true industry leader in water quality with Bob Hulsey. This will allow the County to quickly trouble shoot problems and ideas.
- Bob brings lessons learned from around the Country and many Florida projects. His involvement will increase timeliness of the project and enable the County to look at water quality holistically.

RELEVANT PROJECT EXPERIENCE

California American | New Southwest Water Treatment Plant; Bakersfield, CA

Process Consultant. Provide technical input on pilot testing phase of new water treatment plant design with primary objective being turbidity removal, taste and odor control, and disinfection. In addition, options for protection against chemical spills in 23-mile canal water supply were evaluated. Process piloted included three different membrane filtration systems (Kruger-NGK ceramic, GE-Zenon polymeric, and US Filter-Memcor polymeric) with and without presedimentation. Pilot study conducted over three-month period with two 30-day cycles between clean-in-place procedures.

Atwater and Charles-J. Des Baillets WFP | Retrofit Upgrades; Montreal, Quebec

Expert Panel member. Provide technical expertise as a member of the Expert Committee related to the upgrading of the Atwater and Charles-J. Des Baillets water filtration plants in Montreal. Both facilities have a capacity of 14.6 m3/s. Upgrades included ozone addition/upgrades and ultraviolet disinfection along with an evaluation of chemical feed provisions.

Cape Fear Public Utilities Authority | Sweeney WTP | Expansion; Wilmington, NC

Lead Process Engineer. Retrofit and expand existing facilities to 44 mgd with addition of SuperPulsators, biological filtration, and ultraviolet disinfection along with expansion of ozone facilities.

Technical Advisor

Current and Future Regulations

Office Location
Kansas City, MO

Education
- MS, Environmental Health Engineering, University of Kansas, 1994
- BS, Chemical Engineering, University of Colorado, 1988

Professional Registration
PE – 1993, MO, #025683

Professional Associations
- American Water Works Association
- Association of International Chemical Engineers
- International Ozone Association, Chairman, 1999-2000
- International Ultraviolet Association, President 2002-2004

Years of Experience
30

Years with B&V
30

City of Raleigh | D.E. Benton WTP | Value Engineering; Raleigh, NC

Process Engineer. Provide value engineering services for new WTP to include ozone, two-stage filtration, and UV disinfection. Recommend implementation of ozone at WTP main site instead of intake. Provide space allocation for revised facility with addition of ozone through sidestream.

New Bundamba Advanced Water Reclamation Facility; Brisbane, Australia

Process Consultant. Provide process design outline and review of 20 MLD Phase 1A and 80 MLD Phase 1B advanced wastewater reclamation facilities including membrane filtration, reverse osmosis, advanced oxidation for 1,4 dioxane and NDMA removal.

Greater Vancouver Water District | New Seymour/Capilano Treatment Plant; Vancouver, BC, Canada

Process Coordinator/UV Review. Coordinate B&V process design for 520 mgd direct filtration plant to produce potable water in Vancouver, BC. Work being completed as part of a joint venture with two other engineering firms. B&V is taking the lead on process design of flocculation and filtration facilities. Serve as primary reviewer on UV system design. Design review includes locating UV on individual filters or as part of a centralized process. Issues addressed include on-site validation, head loss, space, and energy use. Lead review of bid submittals and selection of Lo-Hi UV system. Lead review of submittals for off-site validation of specialized design of UV reactor for short lay-length reactors.

City of Phoenix | New Lake Pleasant WTP; Phoenix, AZ

Lead Process Engineer. Assisted in the design and evaluation of an 80 mgd design/build/operate project, expandable to 320 mgd. The plant process consists of chlorine dioxide preoxidation, coagulation, ballasted flocculation, high-rate sedimentation, ozonation, dual media filtration, granular activated carbon adsorption, UV disinfection, and final chlorination.

Walker Filtration Plant | Disinfection Byproduct Reduction; Casitas, CA

Lead Process Engineer. Directed a pilot study of chlorine dioxide pretreatment to select a reliable method to control disinfection byproducts while maintaining high filtration rates at an in-line pressure filtration plant, address seasonal taste and odor episodes, and reduce corrosivity of finished water. Study results led to design of sodium hydroxide and ammonia feed facilities for pH adjustment and chloramination. Provide liaison between CMWD and state regulators on conversion to chloramines.

Gwinnett County | UV Retrofit-Lanier WTP; GA

Lead Process Engineer. Evaluate implementation of ultraviolet disinfection at 150 mgd water treatment plant with preozonation. Develop process design criteria for 30 percent design. Evaluate bid documents from three UV system suppliers leading to selection of Calgon medium pressure UV reactors. Input into documents for UV reactors to be installed on design build basis.

City of Raleigh | E. M. Johnson WTP | Ozone Evaluation; Raleigh, NC

Ozone Process Engineer. Inspect facilities and identify possible improvements to the ozone system to improve its operability. Provide a list of potential improvements and suggested approach to monitoring and tracking the effectiveness and cost of the ozone facilities so that operations and management could make decisions on how to best operate the overall treatment plant.

Kreg Maheu, PE

Mr. Maheu is DMK's Vice President of Engineering with over 30 years of experience as a civil engineer covering multiple disciplines. His experience includes both public and private practice.

Mr. Maheu has been involved in all aspects of civil engineering including land development, stormwater systems, transportation, water distribution and transmission systems, wastewater collection and transmission systems, and planning projects as designer, project engineer and project manager. He has extensive experience with local, state, and federal permitting applications processes. His experience also includes QA/QC, construction engineering & inspection and contract administration.

VALUE TO CHARLOTTE COUNTY

- As a local engineer, Kreg provides value by being able to quickly jump into the field and collect data as needed.
- His familiarity with the County, enables increased efficiency in data collection and transfer to and from the County.

RELEVANT PROJECT EXPERIENCE

PRMRWSA Loop Phase 1A Interconnect

DMK performed design services for 12 miles of 24" pipeline, a Regionally Integrated Loop System connecting the water supply systems of the PRMRWSA, Charlotte County and the City of Punta Gorda capable of providing between 4-10 mgd of bulk water in both directions. The project included a 7,400 feet "Open Cut" crossing of Peace River, just north of the I-75 Bridge. Mr. Maheu served as project manager.

Coon Key Murt & Water Main Replacement

DMK designed and permitted the 10' Multi-Use Recreational Trail located on Coon Key between the Coon Key bridge and Washington Drive for the City of Sarasota. The scope of services included the preparation of detailed construction drawings and all documentation needed to support the design and bid the project including replacement of an existing 16" AC water main. In addition, DMK performed all the necessary survey work. Since the project was in FDOT right-of-way it was constructed through a local agency agreement with the FDOT and was designed to FDOT standards. The project design is currently receiving final approval from DOT and will be advertised for construction soon. Mr. Maheu is the project manager.

West Dearborn Street Utility Relocates, Englewood

DMK provided services which included preparation of construction plans, permitting, and bid phase services to relocate or adjust the water mains, sewer force mains,

DMK ASSOCIATES ENGINEERS • SURVEYORS

Research and Data Gathering Team Lead

Office Location
Englewood, FL

Education
- BS, Civil Engineering, University of Maine, 1983

Professional Registration
PE – FL, #45766

Professional Associations
- Florida Stormwater Association
- Peace River Engineering Society
- Charlotte Local Education Foundation, Board of Trustees

Years of Experience
35

Years with DMK
26

water service lines, and vacuum sewer system as required to avoid conflicts with the low impact development drainage system being designed for the West Dearborn Project. The project included relocating or adjusting the Englewood Water District's (EWD) system of water and sewer lines along the approximately 3 miles of roadways that are part of this project. DMK determined the appropriate adjustments to minimize and solve the conflicts between the LID improvements and EWD lines. Mr. Maheu was the project manager.

Lakewood Ranch Reclaimed Water Eastern Expansion

DMK Associates, Inc. was retained by Aqua Utilities Florida to provide design, permitting, bidding and Construction Engineering & Inspection (CE&I) services for a 15,000 LF of 20" and 11,000 LF of 12" reclaimed water line project in east Lakewood Ranch. The project included an existing pump station upgrade with new high service vertical turbine pumps and reclaimed water. Mr. Maheu was project engineer for this project.

Charlotte County Utilities Wastewater Expansion Program Phases 1A and 1B Force Main and Reclaimed Water Systems

Mr. Maheu was project engineer responsible for the design of the backbone force main and reclaimed water systems throughout Port Charlotte including the initial alternative route analyses. The project also involved the design and permitting of force mains to transmit wastewater from neighborhoods and developments along Harborview Road to the Eastport WWTF. A reclaimed water main system was designed and permitted under Mr. Maheu's direction distributing treated effluent from the Eastport WWTF to area golf courses including Port Charlotte Golf Club, Deep Creek Golf Club, Kingsway Country Club, and Maple Leaf Golf & Country Club. Mr. Maheu was also responsible for siting of master pump station locations throughout Charlotte County as part of the County's wastewater expansion program.

Charlotte County Utilities – Waterline Extensions

Mr. Maheu served as project engineer for the design of 9 miles of water mains for various water system interconnects in Central Charlotte County. The water main extensions included a variety of pipe sizes from 6' – 16" diameters. The project included several aerial canal crossings.

Ingraham 24" Water Main, Charlotte County

This project on behalf of Charlotte County Utilities involves the design, permitting and construction of a 24" transmission water main from the intersection of SR771 at Ingraham Boulevard to the Rotonda Circle water tank, approximately 3.5 miles. The project included alternate route analysis and a basis of design report. Multiple HDD roadway crossings were included in the design as well as subaqueous HDD under the Rotonda River. The project is currently under construction. Mr. Maheu is the project manager and Engineer of Record.

Reclaimed Water Main at Payne Park

Mr. Maheu was the project manager for this project for the City of Sarasota which included the monitoring of high-density polyethylene pipe fusion. Monitoring and inspecting the installation of appurtenances. Inspection of the horizontal boring drilling. Hydrostatic test pressure monitoring.

Ron Parker

Mr. Parker has more than 36 years of experience in the management of treatment plant operations, facilities operation and maintenance (O&M), treatment plant startup and commissioning, disinfection and neutralization of assorted structures and pipelines, operator training, process control troubleshooting, equipment maintenance, and O&M manual preparation. His experience also includes plant operations management and technical specialties, project procurement and evaluation, and contract management. Formerly a senior operations manager of a large wholesale water supply system, Ron was responsible for the operation of numerous water treatment plants and related subsystems, as well as quality assessment/quality control (QA/QC) programs, plant analysis, operator training, and plant expansion supervision.

Water Quality Analysis Team Lead;

O&M Manual

Office Location
Tampa, FL

Education
- BS, Education, Missouri Western State College, 1979
- AA, Butler County Community College, 1975
- Semester Water School, Salina Area Technical School, Kansas, 1982

Professional Registration
- Certified Class IV Water Supply Operator, KS, 1982
- Certified Grade 4 Water Treatment Operator, AZ, 2018

Years of Experience
36

Years with B&V
11

VALUE TO CHARLOTTE COUNTY

- As a former utility director and operations manager for several utilities, Ron knows the struggles of running a utility efficiently. He can translate and adapt the engineering tools developed into deliverables that are easy to use for system managers.
- Ron specializes in communication with staff and optimizing systems. His more than 36 years of experience in the management of treatment plant operations, facilities operation and maintenance (O&M), gives him a unique and fresh perspective that will aid the County.

RELEVANT PROJECT EXPERIENCE

Tampa Bay Water | Tampa Bay Desalination Facility Energy Audit; Tampa, FL

Operations Specialist. Tampa Bay Water's energy management program targets specific facilities for an annual energy audit. The Tampa Bay Desalination Facility has the highest power consumption and costs for the agency. Activities with this project included data collection for flows, pressures, electrical usage/cost, billing information and an evaluation of the rate schedule. Additionally, a high-level condition assessment was performed on the major equipment, assisted with the development of an equipment baseline energy tool, coordinated the field testing of equipment, developed three energy management opportunities for the membranes, and assisted with the final report preparation.

City of Mesa | Signal Butte WTP; Mesa, AZ

Operations Specialist. The Signal Butte WTP is a new 24 mgd conventional treatment water plant with two process trains. The treatment processes consist of pre-ozone, a two train Actiflo process, post-ozone, biological filters with sand and granular activated carbon media, high service pumping, and belt filter presses. The chemical feed systems include carbon dioxide, ozone generators, aluminum sulfate, a coagulant polymer aid, filter aid with polymer or aluminum sulfate, sodium

hypochlorite generators, fluoride, caustic soda, and an anionic polymer. 80 hours of operator training was provided which covered all the treatment and chemical feed processes, electrical, instrumentation and controls, and safety. Startup and commissioning assistance was also provided after function checkout was complete.

City of Venice | Reverse Osmosis Efficiency Study; Venice, FL

Operations Specialist. The City of Venice owns, operates, and maintains a brackish groundwater reverse osmosis water treatment plant. As a part of the water supply permit, a detailed study was completed to improve the water recovery efficiency to the highest degree feasible; with a target of 75% or greater. A desktop evaluation was prepared and four alternatives were evaluated; increase existing reverse osmosis recovery, expand the existing reverse osmosis trains to a two-stage system, expand the existing reverse osmosis trains to a three-stage system, and convert the existing reverse osmosis trains to a closed-circuit system. Full scale and pilot testing was also performed and a testing protocol was developed for each system. Lastly, the concentrate disposal was modeled for alternative options and then compared to the existing/future permit conditions; along with an alternative evaluation utilizing deep well injection for disposal.

Desoto County | Water System Assessment; Desoto County, FL

Operations Specialist. Desoto County purchases potable water for Peace River Manasota Regional Water Supply Authority. In 2017, the County was using higher quantities of water than the annual average delivery allocations with no substantial increase in metered sales. Because of this, Black & Veatch was tasked to assess the Desoto County water system. An assessment report was prepared which included a review of the existing infrastructure, water quality, water balance analysis, system hydraulics, and water age concerns. The report also provided recommendations with options to improve water age while reducing water loss, water quality parameters to monitor, and recommended maintenance activities to improve system water quality. A conceptual cost/benefit analysis was also provided along with recommended standard operating procedures to develop. Four standard operating procedures were a part of this report which included breakpoint chlorination, chloramine trim procedures, chlorine maintenance with a free burn concept, and distribution system flushing procedures.

Tampa Bay Water | Contract Audits; Tampa, FL

Operations Specialist. Tampa Bay Water uses a public/private partnership to operate and maintain Tampa Bay Water's Regional Surface Water Treatment Plant (120 mgd) and Seawater Desalination Plant (25 mgd). Annually, Tampa Bay Water reviews the contract operator's performance with an operational audit. An audit report was prepared for Tampa Bay Water which included calculations to determine the new fiscal year service fee adjustments based on specific market indices, an annual settlement for incentives earned or damages assessed, and a process review narrative for both treatment plants. The service fee adjustments include the contract operator's base pay, allocations to the reserve funds, liquidated damage adjustments for production shortfalls and water quality, and the maximum amounts of chemical and power incentives for superior performance.

San Antonio Water System (SAWS) | SAWS Brackish Groundwater Desalination Plant; San Antonio, TX

Operations Specialist. The San Antonio Water System Brackish Groundwater Desalination plant uses reverse osmosis membranes, calcite contactors, degasifiers, a chlorine contract chamber, finished water pumping and concentrate/brine disposal through injection wells. Duties included the review of pre-startup, startup, and commissioning plans; along with the development of the 30-day performance test plan and preparation of the facility Operations and Maintenance (O&M) manual.

Deanna Hamilton, PE

Ms. Hamilton is a Professional Civil Engineer in Black & Veatch's Tampa, FL office. She has over 7 years' experience in the water/wastewater, utility and operations engineering industry in both Florida and Ohio. Deanna has had the opportunity to work with a variety of clients and projects in that time, including project and program management, alternative project development and strategy, evaluation and planning, extensive client and public communications, technical support for successful regulator negotiations, and report development. Her professional experiences have also included design and optimization of treatment plant improvements, construction oversight at wastewater treatment plants and deep injection wells, pump station and collection system inspections, enhancements to municipalities' GIS databases, CCTV analysis/pipe assessments, and leveraging company knowledge and experts for business development and proposal preparation.

Document Water Master Plan Team Lead

Office Location
Tampa, FL

Education
- BS, Civil & Environmental Engineering, University of South Florida, 2011

Professional Registration
PE – 2017, FL, #84099
PE – 2015, OH, #80678

Years of Experience
8

Years with B&V
1

VALUE TO CHARLOTTE COUNTY

- Deanna's experience with a variety of clients from project and program management, alternative project development and strategy, evaluation and planning, extensive client and public communications, technical support for successful regulator negotiations, and report development will enable her to provide the County with clear deliverables and a comprehensive capital improvement plan, that can be used as a communication tool for the County.

RELEVANT PROJECT EXPERIENCE

Tampa Bay Water | Long Term Water Master Plan; Tampa, FL

Civil Engineer. Developed the Environmental Sustainability Assessment and Climate Variability and Coastal Hazards Vulnerability Assessment for the Long-Term Water Master Plan. The environmental sustainability assessment leveraged the Envision™ sustainability rating system as a guideline for defining and assessing environmental sustainability aspects for the multiple water supply sources, facilities and system infrastructure components associated with the future water supply concepts.

Pinellas County | Water and Sewer Optimization Study – Wastewater Treatment Facility Master Plans; Pinellas County, FL

Civil Engineer. Responsible for developing a master plan for each of Pinellas County's two wastewater treatment facilities to provide the County with an organized and prioritized plan for implementing recommended improvements to address optimization goals and rehabilitation and replacement needs over a 20-year planning horizon. The master plans will leverage previous and on-going evaluations and improvements to provide a well-coordinated and holistic plan for the future needs of the facilities.

Pasco County | Embassy Hills WWTP Rehabilitation and Construction Phase Services; Florida

Civil Engineer. Responsible for design and implementation of recommended improvements to the 3.5 mgd WWTP to optimize plant performance, improve ease of operations and maintenance, and enhance plant reliability. Planned improvements include updated headworks facility, clarifier rehabilitation, design of a new filtration system and miscellaneous electrical and structural improvements.

Manatee County; Southeast WRF Plant Drain Pump Station; Florida

Civil Engineer. Responsible for the design of an upgraded plant drain pump station system for the Manatee County Southeast WRF. Improvements included two new pump stations to intercept increased flows and the rehabilitation of an existing pump station. The new system will provide needed expansion of capacity, redundancy, and reliability for the WRF.

Pasco County and Marion County; Private Utility Acquisition Evaluations; Florida

Civil Engineer. Lead the engineering inspection efforts of private utility assets to evaluate recommended capital and R&R improvements prior to potential acquisition by municipalities. Served as liaison with financial services team to develop proposed capital improvement program based on recommended projects.

Northeast Ohio Regional Sewer District; Southerly Optimized Parallel Treatment; Ohio

Civil Engineer. Developed operational strategy and procedures to meet Consent Decree requirements to manage wet weather flows from the combined sewer system. Evaluated alternatives to proactively manage flows in the collection system and optimize operations of the treatment facility to protect the plant from flooding during extreme wet weather conditions (1,200 mgd).

City of Akron; Akron Waterways Renewed - CSO Program; Ohio

Civil Engineer. Served on the Program Management Team for the City of Akron's $1.4 billion Consent Decree mandated CSO Program to develop an Integrated Plan that aimed to save the City $300 million with improvements to their collection system and expansion of their WRF to 280 mgd.

Deanna managed and led the optimization of five projects that resulted in a potential cost savings of approximately $15 million. One of the pillars of Integrated Planning was developing solutions that had more environmental benefits at a more affordable cost. The collection system was evaluated to design technical solutions that coupled existing infrastructure with new technologies and green infrastructure. In leading these five projects, client service management was paramount at all levels of the organization.

Deanna was integral in negotiations with regulators. Reinstated regular meetings with USEPA, OH EPA, and DOJ to discuss modifications to the City's Consent Decree and Long-Term Control Plan. Performed multiple detailed technical analyses and presentations to persuade the regulators to see the benefit in the proposed technical solutions.

Additionally, she organized, led, and participated in multiple public meetings and presentations to the community. Gained support from City Council, reinstated the Akron Stakeholders Board, and informed the community about the program and project activity that would affect their neighborhood.

Richard Michael, PE

Mr. Michael has over 45 years of environmental evaluation, utility and civil design, and construction services to municipalities and private companies. Mr. Michael began working as a consultant to Charlotte County Utilities Department during 1996. By 1998 he became the Engineer-of-Record for Charlotte County until 2008 when the County hired a professional engineer on their staff. Between the year 2000 and 2003, Charlotte County purchased two large private water and wastewater utilities, Rotonda Utilities, and Florida Water Services (Deep Creek and Burnt Store service areas). Mr. Michael wrote both service area system evaluations for the bond reports which were successful in selling bonds to purchase those two utilities. The preparation of those two bond engineering reports became the basis for preparation of yearly Annual Reports that are required for bond holder review. The result of his involvement in the preparation of these reports, gives him a unique history of the utility that may be known only to him. Bond and annual reports for many years are contained on his office bookshelf.

RELEVANT PROJECT EXPERIENCE

South County Master Plan, Charlotte County, FL

Project manager and co-author of this water and sewer master plan in an area of the county that includes several franchises and an incorporated city. Recommendations included the division of service between the city and county according to the service area location. Water supply would be supplemented by a new transmission main between the existing county and city systems. It was recommended that wastewater service within the county's service area would be provided by the county but treated at the city's wastewater treatment plant. An important spirit of cooperation between each municipal utility was fostered during the preparation of the master plan.

Regulatory Compliance Assistance for Water and Wastewater Facilities, Charlotte County, FL

This task assignment, one-year contract was renewed by the owner for five additional years (and running). Mr. Michael conducted annual conditions and operation reviews for six major water and wastewater facilities. This work included extensive site observations, interviewing the chief operators, reviewing regulatory compliance recommendations for resolving issues, and preparing a report that the utility staff can use to assist them with capital budgets and operations modifications. Mr. Michael was also responsible for resolving any facility issues that required immediate response.

South County Brackish Wellfield Study and Evaluation of Future Water Supply Options, Port Charlotte, FL

Project manager and chief investigator of the conditions of existing raw water collection system (wells) and distribution system for a reverse osmosis water treatment system. The investigation included the evaluation of the above ground

Stantec

History and Background

Office Location
Venice, FL

Education
- MS, Environmental Engineering, University of Vermont, Burlington, Vermont, 1973
- Engineering and Graduate Level Mathematics, University of Hawaii, Honolulu, Hawaii, 1969-1971 while serving in the US Navy
- BS, Earth Science, Moravian College, Bethlehem, Pennsylvania, 1967

Professional Registration
PE – FL, #48707
PE – VT, #3339

Years of Experience
45

conditions of seven brackish wells and six miles of transmission mains. The intent of the study was to determine the feasibility of continued use of the existing facilities and the impact on their use as the distribution system expanded. The study also included a detailed prediction of future population growth and seasonal water demand in this desirable winter community. A present worth cost analysis of nine future water supply options to new population centers resulted in a recommendation for a progressive expansion of the raw water collection system to new wells and extension of the existing transmission mains as the service area expanded. The work was conducted under a subcontract to a hydro-geologic firm that assessed the capacity of existing and future planned wells.

West Myakka Master Plan Update, Charlotte County, FL

Project manager and co-author of water and sewer master plan for a Florida county that had experienced rapid growth during the 1970's and continues to grow beyond the limits of water and sewer service. The report brought Charlotte County Utilities planning in agreement with a revised County-wide Comprehensive Plan. The authors of the master plan incorporated their water and sewer design experience in portions of the planning area that were constructed for less than $4,000 per household. Master Plan recommendations that were readily accepted by the County Commissioners and residents included a phased consolidation of several utilities into a cost-effective, reliable system for water and sewer service.

Myakka River Water Main Crossing – Alternative Analysis and Booster Pumping Station Design, Port Charlotte, FL

Primary author of a Technical Memorandum that described six alternatives for crossing a one-half mile river/estuary including direction drill under the river, installing a second water main on an existing bridge, installing a new water main on a future bridge, and constructing a booster station to allow continued use of the existing 16-inch transmission pipe for greater flows. The future flow conditions are six million gallons per day through five miles of transmission main to a centrally located, five million-gallon water storage tank. Present worth costs ranged from $1.7 million to $3.3 million. Alternatives were also rated for reliability, construction difficulty, impacts on the major roadway bridge, and environmental impacts. The owner chose the booster pumping alternative based on short time to complete and most flexible long-term solution.

Process engineer for the design of the booster pumping station which was located along the transmission main immediately upstream from the river crossing. The booster station will contain three 40 HP pumps that increase line pressure from 55 psi to 80 psi. Variable frequency drives and a programmable logic controller will keep the suction pressure sufficient for local water distribution while increasing pressure to transmit flow to the storage tank.

Central and West County Utility Master Plan, Charlotte County, FL

Project manager and author of a 20-year master plan of the wastewater collection systems for a municipal utility serving 16,000 customers. The plan included a 10,000 node, 200 pumping station computer model of the system to predict future deficiencies and the impact of residential growth. The plan also evaluated the location of future wastewater treatment facilities to minimize pumping costs and maximize water reuse.

Robert Stanley, PE

Mr. Stanley is a Senior Project Manager and Associate with DMK Associates, Inc. responsible for utilities projects. He has over 40 years' experience in the management, design and support of process facilities, utilities piping, and specialty equipment. He has received two US patents.

RELEVANT PROJECT EXPERIENCE

Taylor Ranch School Water Main Extension

Engineering services for installation of 950 linear feet of 10" potable water main extension between National Boulevard and Taylor Ranch School. Services included survey, geotechnical investigation, environmental permitting, design, bid and construction inspection. DMK's Survey department provided a boundary and topographical survey of the easement for a watermain extension which also included delineation of a wetland boundary and the location of existing stormwater, water and wastewater utilities.

Loop Phase 1A Interconnect

Following a feasibility study completed by Charlotte County Utilities, the Peace River Manasota Regional Water Supply Authority obtained financing support from SWFWMD and moved forward with the design and permitting of this 12-mile 24" pipeline Regional Integrated Loop System that will connect the water supply systems of the PRMRWSA, Charlotte County and the City of Punta Gorda. The crossing of Peace River, approximately 7,200 feet, was designed and successfully permitted as an open cut across the River.

The project includes an above ground storage tank, together with a high service pumping system, controls, chemical adjustment and point of delivery meters. The pumping system is a variable frequency system designed to provide minimum maintenance flows of 0.5 mgd, as well as to deliver up to 6 mgd between the Peace River Plant, owned by the Peace River Authority and the City of Punta Gorda Shell Creek Water Plant, while providing several tie-in points into the Charlotte County transmission system.

Permitting involved practically every regulatory agency in the State of Florida as well as the US Corps of Engineers, EPA, and the US Coast Guard. Construction began in March 2011 and was completed in September of 2013.

Discovery Drive Meter

DMK completed the design drawings for an additional meter on the Phase 1A Pipeline. DMK prepared and submitted the FDEP watermain construction permit application, subcontracted a gopher tortoise survey and submitted the FWG gopher

Desktop & Field Data Collection

Cost Estimating

Office Location
Englewood, FL

Education
- Mechanical Engineering, Ohio University, 1975

Professional Registration
PE – FL, #62505

Years of Experience
43

Years with DMK
10

tortoise permit application as well as prepared and submitted the DRC permit application for the meter.

City of Cape Coral Water Main Interconnect

Charlotte County Utilities constructed an interconnect capable of providing 4 mgd of bulk water between the City of Cape Coral and the County. The interconnect took place along Burnt Store Road and involved a water line connection and a flow meter at the Charlotte-Lee County line, and approximately 1,100 feet of water line along Burnt Store Road, to the existing Burnt Store R.O. Water Treatment Plant. This project was coordinated with the Charlotte County-City of Punta Gorda interconnect project. As CCU's consultant, DMK evaluated several alternative water main locations along Burnt Store Road and recommended the most feasible alternative to the County. DMK prepared preliminary plans, as well as final construction plans, and permitting services during bidding and construction

Water System Modeling Charlotte County Utilities

Completed various Water CADD system models to support ongoing upgrades of the CCUD water system. These included an evaluation of pump station flows at increased demand, and evaluation of an emergency interconnect with the Englewood Water District.

Rotonda Villas Water and Sewer System Evaluation

Conducted an evaluation of the design and operational readiness of the water and sewer systems in a 3580-lot subdivision. The systems were constructed 13 years ago under dry system permits and the property owners were requesting activation. Activities included development of a test and inspection plan, oversight of environmental and geotechnical surveys of the project areas, investigation of historical aerial photographs and previous dredge permits. Reviewed and compiled the technical information from these investigations and prepared the joint applications packages for submittal to FDEP for permit exemption.

Paul West, PE

Mr. West has 22 years of water utility experience in a variety of planning, study, design, and construction projects. Paul is a subject matter expert (SME) in water distribution network monitoring and modeling (i.e. hydraulic, pressure transients, energy, and water quality), field data collection and model calibration programs, and water IIoT technology (smart sensors, telemetry, and website applications). He has been involved in numerous water-wastewater network modeling projects including: field testing programs, model development, calibration, master planning, capital improvement planning, operational modeling studies, real-time SCADA/IoT integrated network model development, and automated pump station energy management systems. He has worked on both small and large conveyance projects (e.g. 500 mgd capacity) for domestic municipalities, airport authorities, Department of Defense, and international governments.

RELEVANT PROJECT EXPERIENCE

GEFA SB 381, Georgia Water System Interconnection, Reliability, and Redundancy Act (450 mgd Combined System Demand), Metro North Georgia Planning District, Georgia

Task Manager. Paul served as the hydraulic modeling task manager on a monumental water distribution study of 15 counties surrounding the City of Atlanta. The project team from two different firms evaluated interconnectivity between 33 water distribution networks and developed pipeline alternatives as part of emergency preparedness for 2006 drought conditions and 2035 projected demands totaling 900 mgd.

Water Distribution & Sewer Collection Model, Water Quality Operations Plan, Surge Analysis, and Master Plan (40 mgd System), Berkeley County Water & Sanitation, Charleston, SC

Project Manager and Senior Engineer. Paul served as the hydraulic modeling project manager and senior modeler for the development of a cross jurisdictional water transmission-distribution network model and a first of its kind sewer collection model, including development of the County's master plan/CIP update. He worked with Santee Cooper and Berkeley County Operations staff to better understand the operation of complicated master meter and elevated tank control valves. He developed alternative operational strategies including new pressure zone configurations to improve storage tank turn-over to improve water quality problems in the distribution system. He performed a surge analysis of the wholesale supplier transmission main system. He performed long range transmission main study connecting Lake Marion to Lake Moultrie water systems. He recommended and implemented sewer flow monitoring program, assisted with sewer model calibration, and recommended CIP improvements including storage system evaluations.

smart water PRODUCTS AND SERVICES

Desktop & Field Data Collection

Office Location
Decatur, GA

Education
- MSCE, Civil and Environmental Engineering, Georgia Tech, 1996
- BSCE, Civil and Environmental Engineering, Georgia Tech, 1995

Professional Registration
PE – GA

Years of Experience
22

Years with Smart Water
7

Chlorine Residual Distribution Model and Master Plan Update (15 MDG System), Town of Cary, NC

Senior Modeler. Paul served as senior modeler on a 15 mgd water distribution master plan project including: field testing, hydraulic and chlorine residual model development and calibration, storage analysis, evaluation of existing and future year demand scenarios, evaluation of pressure zone configuration, and development of a phased capital improvement plan. Extensive chlorine residual modeling was performed to provide operational recommendations. Real-Time Water Distribution Model/Energy Management System (EMS) (90 mgd System), Gwinnett County, Georgia Senior Modeler. Senior modeler in the development of an advanced Real-time Energy Aquadapt software technology. Aquadapt automatically operates pump stations across the County using a continuously adapting algorithm to reduce pumping energy costs. He performed calibration of extended period simulation (EPS) model to strict tolerances for real-time application.

Real-time Water Distribution System Monitoring and Hydraulic Model Calibration (40 mgd System), Cocoa Utilities Department, Florida

Task Manager and Senior Engineer. In 2011, Paul developed and implemented a real-time web-based SCADA system (IoT) for a fast-track modeling project so that field data collection and testing could be conducted simultaneously with the network model calibration. Cellular telemetry was installed at 4 pump stations, 5 master meter sites, and 9 portable hydrant RTUs were moved around the system to collect pressures and conduct fire hydrant flow tests in near real-time. Within 2 months of NTP the IoT system was providing flows, pressures, pump status, tank levels, and fire hydrant flow test data to the project team in near real-time. This technology demonstration project was the first of its kind to be successfully implemented in the United States.

Field Fluoride Tracer Study and Water Distribution Model Contaminant Event Detection (35 mgd System), Anne Arundel County, Annapolis, Maryland

Utility Project Manager. Conducted routine fluoride tracer studies as part of a model calibration exercise to accurately simulate water age and trace analysis as part of a water security initiative. Worked with safety coordinator to develop emergency strategies in the event of a terrorist attack on the water system.

Field Testing and Water Distribution Model EPS Calibration (20 mgd System), Toho Water Authority, Kissimmee, FL

Task Manager and Senior Modeler. Paul served as senior modeler on a model update and EPS calibration project for a water distribution system consisting of 10 water treatment plants and no elevated storage. Conducted field pump testing and hydraulic grade line tests while taking specific WTP high service stations out of service. He provided recommendations for WTP decommissioning and investigation into several transmission and distribution main valves along a 30-mile corridor of the water distribution network.

SCADA Integrated-Water Distribution System Hydraulic Model (35 mgd System), Anne Arundel County, Maryland

Utility Project Manager. Paul initiated and conducted pilot study to integrate near real-time SCADA data into hydraulic computer model to perform extended period simulations (EPS). He worked with software vendor (Bentley Haestad Methods) in the development of new features in SCADA Connect such as Demand Inversing functionality. Two parallel projects included the implementation of a meter replacement/calibration project and pump curve testing project at 14 water booster stations across the County.

Mary Ann Lind, PE

Ms. Lind works primarily in water resources engineering including utility and stormwater projects. Her expertise has given her extensive experience with ArcGIS, AutoCAD and ICPR 4 software. She is proficient at large-scale model updates and knows how to interface modeling software with the GIS platforms used by local municipalities.

She is responsible for the design and permitting of utilities, roadway stormwater collection systems and stormwater systems for projects such as residential subdivisions, commercial site developments, rehabilitation of public schools, redesign of deficient residential stormwater systems and stormwater projects associated with public works projects.

RELEVANT PROJECT EXPERIENCE

Coon Key Murt & Water Main Replacement

DMK designed and permitted the MURT and bike lanes located on Coon Key between the Coon Key bridge and Washington Drive for the City of Sarasota. The scope of services included the preparation of detailed construction drawings and all documentation needed to support the design and bid the project. In addition, DMK performed all the necessary survey work. Since the project was located in FDOT right-of-way it was constructed through a local agency agreement with the FDOT and was designed to FDOT standards. The project design was successfully completed in 2017 and is currently out to bid for construction.

Taylor Ranch Water Main-Venice, FL

Engineering services for installation of 950 linear feet of 10" potable water main extension between National Boulevard and Taylor Ranch School. Services included survey, geotechnical investigation, environmental permitting, design, bid and construction inspection. DMK's Survey department provided a boundary and topographical survey of the easement for a watermain extension which also included delineation of a wetland boundary and the location of existing stormwater, water and wastewater utilities

Lakewood Ranch Stewardship District – School Avenue

DMK was retained by Lakewood Ranch Stewardship District to design and permit approximately 4300 LF of roadway inclusive of associated improvements such as stormwater and utility infrastructures. Ms. Lind is assisting in the design of the stormwater facilities which includes importing the Mill Creek ICPR 4 watershed model, exporting data from ICPR 4 in ArcView format for model manipulation. The ArcView model was modified for the proposed roadway and stormwater improvements and imported back into ICPR 4 for stormwater modeling.

DMK ASSOCIATES ENGINEERS • SURVEYORS

GIS Specialist

Office Location
Englewood, FL

Education
- MCE, Water Resources
  University of South Florida
- BS, Civil Engineering
  University of South Florida

Professional Registration
PE – FL, #58093

Years of Experience
22

Years with DMK
16

Bee Ridge Road Widening

This project encompasses 2.8 miles of two lane to four lane road, East of I-75, from Mauna Loa Blvd. to Iona Road. The road improvements included a stormwater management that integrated Low Impact Development (LID) techniques. This stretch of road is located within two different watersheds. DMK was the Engineer of Record responsible for drainage design and permitting, including the existing and proposed models, as well as complete LID. Ms. Lind revised Sarasota County's Phillippi Creek Watershed ArcView and ICPR models for the proposed improvements. Data was exported in many formats to satisfy Sarasota County GIS requirements. SWFWMD and Sarasota County was extensively involved in the review of the ArcView and ICPR models.

Engineer of Record- City of North Port

DMK has been Engineer of Record for the City of North Port since 2015. The scope of these projects includes all aspects of roadway and drainage infrastructure, public works, and parks and recreation. Several projects have involved major drainage structure replacements within the canal system. Ms. Lind has used the Big Slough ArcView model to extract data to be used in ICPR modeling for various projects within the City. The City is actively involved in the review of these projects.

Venice Avenue Drainage

DMK was retained by the City of Venice to design drainage improvements for Venice Avenue and the surrounding area between US41 business bypass and the Intracoastal Waterway, a project for which the City had secured a grant. This part of the Venice Avenue corridor had been experiencing serious flooding. DMK prepared construction plans in accordance with modeling criteria for the upgrade of existing drainage to 100- year flood conditions. Our design called for the placement of new drainage structures and the upgrade of existing culverts picking up the street and off-street drainage and conveying it to Hatchett Creek. Challenges were addressed in the form of upsizing existing drainage pipes within a highly improved roadway system, avoidance of conflicts with other existing utilities in this densely occupied right of way, installation of new drainage curb structures and construction of a revised outfall into Hatchett Creek.

Rotonda Weirs

DMK was selected by Charlotte County Public Works to investigate the failure of two existing weirs and the associated filter systems in the Rotonda Saint Andrews Subdivision and to complete the design and permitting of two new structures. The County's intent was to remove the two structures and relocate them further from Coral Creek, within the developed Rotonda area. Survey included providing all necessary information to complete the Coral Creek hydraulic model including the Buck Creek outfall, various pipes and structures, existing weirs and tributary canals, the relocation area and all flagged existing ICPR model for the Rotonda area and modified it to support the design elevations for the project structures. Pre- and post-project simulations were conducted for the mean annual, 5-year, 25-year, and 100-year, 24-hour design storm events. Model documentation and output was provided and incorporated into the FDEP ERP application package. Additional permitting was required through ACOE. DMK obtained the FDEP and ACOE permits for the project. Public meetings were held to ensure that all concerns were heard and subsequent meetings allowed for residents to follow project progress. DMK performed bid and construction phase services.

Brian Lendt, GISP

Brian is a GIS and planning consultant specializing in areas related to information solutions and analysis for water and wastewater planning. His experience includes working with clients of various sizes to develop geospatial and information management solutions including mobile and cloud, adaptive capital improvement planning, GIS-hydraulic model integration, asset management and water and wastewater asset prioritization. Brian is a published, national expert in integrating GIS and hydraulic models and served as the lead author several publications and presentations.

RELEVANT PROJECT EXPERIENCE

City of Tampa | Portable Water Master Plan and Risk Prioritization; Tampa, FL

GIS Consultant. Ongoing comprehensive Water System Master Plan update including asset management program framework review and development and risk-based prioritization for pipeline improvements. Developed a dynamic risk-based prioritization model using Innovyze's InfoMaster software and participated in workshops to support development of likelihood of failure and consequence of failure criteria. The results of the model were used to support the capital improvement projects planning.

City of Rapid City | Water Master Plan; Rapid City, SD

GIS and Planning Consultant. Responsible for the development of a GIS-based pipeline risk assessment using likelihood and consequence of failure criteria to assess overall asset risk. Performed an extensive audit of geospatial and attribute information to ensure data quality for both the pipeline risk assessment and hydraulic model development. Generated pipeline survival curves by material using pipe age and historic main break data. Prepared near and long-term replacement budget strategies based on the survival curve analysis and replacement of water mains at 50 percent chance of failure probability. Prepared a comprehensive technical memorandum documenting the GIS audit, data assumptions, risk criteria, risk analysis, survival curve analysis and replacement budget strategies.

Developed a GIS integrated hydraulic model using InfoWater's GIS Gateway to allow seamless exchange between the GIS and model for future updates. Stood up a cloud-based enterprise geodatabase to support GIS updates through two-way replication to manage sub-consultant edits. Coordinated and performed quality assurance/quality control on sub-consultant work during the GIS update. Developed a comprehensive hydraulic model maintenance strategy and user guide.

Charlotte Water | Water Distribution System Master Plan; Charlotte, NC

GIS Consultant. Activities included water demand allocation, InfoMaster risk-based asset prioritization and valve criticality analysis. Participated in client workshops to develop risk criteria to support the prioritization of water main assets using Innovyze's InfoMaster software. Developed a robust and dynamic water main

GIS Specialist;

System Expansion & Service Area Delineation

Office Location
Kansas City, MO

Education
- MS, GeoSciences Certification, Northwest Missouri State University
- BS, Geography, Northwest Missouri State University

Professional Certification
GISP (Certified GIS Professional by the GIS Certification Institute)

Years of Experience
18

Years with B&V
7

assessment in InfoMaster to identify and prioritize high-risk assets based on various economic, environmental, and social criteria including historical main break, proximity to sensitive customers, isolated demand by valve pound area, minimum acceptable performance criteria, proximity to sensitive locations, and other criteria. Consolidated spatial and attribute related criteria using tools in InfoMaster to automate the risk-prioritization process. Authored comprehensive documentation detailing step-by-step processes used to develop the risk-prioritization model. Conducted analysis to determine critical valves within the City's Central Business District (CBD). Critical valves were determined based on the consequence of valve failure (isolated demand) and the likelihood of needing to close a valve based on the likelihood of failure for any given water main on either side of a valve within a valve isolation (or "pounding") area. Leveraged InfoMaster's "Valve Criticality Module" (VCM) tool along with demand isolation summary tools in ArcGIS to develop a prioritized list of valves within the CBD

City of Kansas City Water Services Department | Water System Master Plan Update; Kansas City, MO

GIS Consultant. GIS Consultant on multi-phase GIS-based asset management and comprehensive capital improvement plan for the City's water system. Supported development of hydraulic model and maintenance procedures. Identified at-risk assets for Likelihood and Consequence of Failure, and Business Risk scores. Prioritized pipes for replacement and identify strategic replacement projects. Developed and provided training on Black & Veatch's ArcGIS based iCIP capital improvement planning project identification and budgeting tool.

City of Greenville | Water Facilities Master Plan | Greenville, NC

GIS Consultant. Reviewed and updated the City's water distribution system GIS to support geometric network analysis and hydraulic modeling activities. Deployed several network connectivity and topology processes to systematically resolve incorrect geometry and attribute information in the GIS to support the creation of proper network connectivity. Authored a detailed GIS review and update technical memorandum that documented specific items found during the GIS review and network connectivity update; and provided guidance for moving forward with maintaining the City's GIS and integration with the water distribution system hydraulic model.

Black & Veatch | Interactive Capital Improvement Planning (iCIP) Development; Kansas City, MO

GIS Consultant. Assisted in the development and implementation of Black & Veatch's iCIP processes and toolset. Provided iCIP training and workshops to internal and external clients. iCIP is used to support sewer and water system condition assessments, facility inspection/renewal prioritization, and CIP project planning/budgeting. iCIP processes identify at-risk assets for Probability and Consequence of Failure, and overall Risk. The GIS-based iCIP cost-estimating tool is used to assist planning engineers in determining repair and replacement costs for CIP project. The cost-estimating is based on the Esri Capital Planning tool and has been enhanced by Black & Veatch to offer additional functionality including asset risk-based scoring, along with budget and reporting tools. The iCIP processes and tools have been implemented for several Black & Veatch clients including, KS City, MO and Winston-Salem, NC.

Casey Marika, EI

Mr. Marika's experience is focused on water and wastewater-related planning projects. His focus lies in water and wastewater system planning, but he has experience with process/mechanical and civil design as well. He is a member of the Florida Water Environment Association and is a certified Engineering Intern.

RELEVANT PROJECT EXPERIENCE

City of Tampa | Potable Water Master Plan; Tampa, FL

Staff Engineer. Responsible for assisting in the execution of the potable water master plan and deliverables. The project included: updating and calibrating the existing hydraulic model using InfoWater, distribution analysis and improvements for four planning years (2015, 2020, 2025, and 2035), pumping and storage facility capacity assessments, resiliency and reliability assessments, asset management program development, risk based pipeline prioritization using InfoMaster, capital improvement program and Master Plan documentation. The City of Tampa distribution service area serves a population of approximately 610,000 people across 1 pressure zone at an average day demand of approximately 70 mgd. The distribution system includes one water treatment plant, five repump stations with tanks and several interconnections with Hillsborough County and Tampa Bay Water.

City of Venice | Venice Water Master Plan Update; Venice, FL

Staff Engineer. The City of Venice's Utilities Department treats groundwater and distributes the treated water to service a population of approximately 22,000 people in the City of Venice/South Sarasota County area. The goal and objective of the Water Supply Master Plan (Project) is to assist City staff in providing a reliable and robust water system with adequate capacity to accommodate future growth within the City's water service area. The City of Venice uses an average of approximately 2.0 mgd of drinking water from one WTP. Their distribution system includes more than 76 miles of piping, 1 booster station and 2 elevated storage tanks and is and all-pipes model, using InfoWater. Tasks included: field data collection, population and demand projections, water supply and treatment capacity, model update and calibration, hydraulic analysis, water age and chlorine residual correlation, water quality evaluation, CIP planning and master plan documentation.

Tampa Bay Water | Long-Term Master Water Plan & Program Feasibility; Pinellas, Pasco and Hillsborough Counties, FL

Staff Engineer. Focused on the potable reuse feasibility tasks. Tampa Bay Water (TBW) is required to update their Long-Term Master Water Plan (LTMWP) every five years. The most recent LTMWP prior to this project was completed and approved in December 2013 and included a Feasibility Program recommendation. This project included updating both the Feasibility Program and the LTMWP, to evaluate the Board approved projects listed in the 2013 LTMWP and to narrow down the project list to one of more projects that will meet the region's drinking water demand once

Projections and Water Use

Office Location
Tampa, FL

Education
- BS, Civil Engineering, Florida Gulf Coast University 2017
- BS, Environmental Engineering, Florida Gulf Coast University 2017

Professional Registration
EI – 2017, FL, #1100021369

Years of Experience
1

Years with B&V
1

the demand forecast indicates more supply is needed. In addition to the Board approved projects, several potable reuse projects were included. Black & Veatch was a subconsultant to Hazen & Sawyer. The following lists the projects evaluated:

- Gulf Coast Desalination
- Seawater Desalination Expansion (with & without potable reuse)
- Thonotosassa Wellfield
- Aquifer Recharge Project
- Surface Water System Expansion
- South Hillsborough County Indirect Potable Reuse Wellfield
- Tampa Bypass Canal Augmentation with Potable Reuse

Pinellas County | Optimization Program; St Petersburg, FL

Staff Engineer. Responsible for completing project goals and executing client deliverables related to defining and implementing optimization improvements for the William E. Dunn WRF (WEDWRF) and the South Cross Bayou WRF (SCBWRF). Tasks at the WEDWRF included the development of a calibrated wastewater process model for assessing future plant modifications; a plant staffing evaluation, a treatment process optimization study; prioritization of the County's CIP projects, and an energy efficiency evaluation. Tasks at the SCBWRF included the development of a calibrated wastewater process model for assessing future plant modifications, investigation into high copper levels in the WRF effluent, a dewatering system technology alternatives evaluation, a treatment process optimization study, and an energy efficiency evaluation. Several reports and technical memorandums were developed to document findings and workshops were held to convey recommendations and define next steps.

Plant City | Wastewater Master Plan; Plant City, FL

Staff Engineer/Hydraulic Modeler. Plant City's Utilities Department collection system services a population of approximately 38,000 people. The goal and objective of the Wastewater Master Plan (Project) is to assist City staff in providing a reliable and robust system with adequate capacity to accommodate future growth within the City's sewer service area. Their collection system includes more than 140 miles of gravity pipes, 20 miles of forcemain, and 44 lift stations using InfoWorks ICM. Tasks included: field data collection, population and demand projections, sewer treatment capacity, model update and calibration, hydraulic analysis, asset management strategy development, risk-based facilities assessment, CIP planning and master plan documentation.

Lee County | Wastewater Master Plan; Lee County, FL

Staff Engineer. Lee County's Utilities Department collection system services a population of approximately 250,000 people. The goal and objective of the Wastewater Master Plan (Project) is to assist County staff in providing a reliable and robust system with adequate capacity to accommodate future growth within the City's sewer service area. Their collection system includes 10 service areas more than 650 miles of gravity pipes, 350 miles of forcemain, and 690 lift stations. The model was developed in InfoWater because the Master Plan hydraulic analysis was only conducted for the forcemain portion of the collection system. Tasks included: field data collection, population and demand projections, sewer treatment capacity, model update and calibration, hydraulic analysis, CIP planning and master plan documentation.

Raymond Steele

Mr. Steele is a Senior CADD Designer responsible for creating construction documents for roadway, drainage, and utility relocation projects for DMK. He has extensive experience in Computer Aided Drafting through the U.S. Army and the Arizona Department of Transportation.

His technical experience includes the design drafting for the stormwater management systems and roadways, developing horizontal and vertical alignments, roadway templates and roadway cross-section and earthork volume reports. In addition, he has created special roadway, stormwater and structural detail documents. He is proficient in the use of roadway modeling programs such as Civil 3-D, Microstation and GeoPAK for the design and preparation of transportation and drainage related engineering projects.

RELEVANT PROJECT EXPERIENCE

Little Gasparilla Island Water Utility Water Distribution System Extension

Using AutoCAD 2013 Civil3D, created the 8" HDPE & DIP Water Main Plan and Profile, and project detail sheets for 1700' of water main subaqueous crossing of Intracoastal Waterway.

Longboat Key Rehabilitation of Lift Stations 8F, D, 9C, 6F, and H

Created the lift station plans, cover details & cover sheet necessary for demolition and reconstruction of the lift station and piping using AutoCAD 2014.

Taylor Ranch School Water Main Extension

Engineering services for installation of 950 linear feet of 10" potable water main extension. Using AutoCAD 2014 Civil3D, created the water main plan and profile, cover, and detail sheets.

Dearborn Street Utilities Relocate

Using AutoCAD 2012 Civil3D, created the proposed utility relocation plan & profile, and detail sheets necessary for the relocation of the water mains, vacuum sewer, sanitary forcemain, and sanitary Gravity Sewer. Created the Record drawings by combining the Contractors redlines & field notes, and the As-built Survey CAD file into one complete set of plans.

PRMRWSA Loop Phase 1A Interconnect

Using AutoCAD 2013 Civil3D, created the 24" HDPE & DIP Water Main Plan and Profile, and project detail sheets for 5 miles of water main installation on the East side of the Peace River.

Pine Street Utility Relocation, Englewood, FL

During the survey portion of this project, Microstation was used to create a utility relocation plan as well as profile sheets.

System Expansion & Service Area Delineation

Office Location
Englewood, FL

Education
- US Army
- ITT Technical Institute

Years of Experience
30

Years with DMK
15

City of North Port Water Control Structure Repair

Responsible for creating water control structure replacement plan and profile and details drawings for (3) debilitated water control structures located along major waterways and designing multiple MOT detour options for both structures on Price Boulevard. Worked directly with CONP Utilities Department in creating the plan and profile sheets for the relocation of the existing 16” DIP force main relocation prior to construction of the water control structure on the north side of Price Boulevard. Created and submitted approved as-built record drawings to the City.

Andrew Chastain Howley, PG

Mr. Chastain-Howley has more than 27 years' experience in the fields of water resources and asset management including: water system efficiency, distribution system optimization, water meter analysis, automated meter reading/advanced metering infrastructure (AMR/AMI), water loss control, leak detection, geology, hydrology, geophysics, and subsurface modeling. In addition to formal training at the University of St. Andrews, Camborne School of Mines, and Cranfield University, Mr. Chastain-Howley's professional experience covers a broad spectrum of the water resources and water system analytics fields. His professional background includes work in the Middle East, Europe, Australia, North America, and Africa, for numerous government agencies, consultants, and private concerns.

RELEVANT PROJECT EXPERIENCE

Water Supplies Department (WSD); Water Conservation and Loss Analysis; Hong Kong, China

Technical Lead. Mr. Chastain-Howley is managing a water conservation and loss analysis for the Hong Kong WSD as part of a larger Total Water Management program. The WSD supplies more than 7 million people. Mr. Chastain-Howley has been actively engaged in understanding and analysis of the water conservation practices and demands of the dual supply system in Hong Kong. Mr. Chastain-Howley is leading the program to analyze the water losses across the network and evaluate the current levels and expected future levels of water loss into the future. Several scenarios are in development to show how different levels of investment will affect the water demands over a 30-year planning horizon.

Florida Keys Aqueduct Authority; AMI Implementation Issues Review; Key West, FL

Project Manager. Mr. Chastain-Howley was the project manager on an overall water loss reduction strategy project which included an analysis of the functioning of a combined AMI and AMR system for the Florida Keys Aqueduct authority. The work included evaluation of Collector ranges, Meter Interface Unit failures, operational standard operating procedures, and development of the structure to incorporate District Metering and water auditing into the overall program.

Florida Keys Aqueduct Authority; Water and Revenue Loss Management Plan; Key West, FL

Technical Lead. Mr. Chastain-Howley is the technical lead on a comprehensive water audit which is developing a five-year water loss reduction plan for the Florida Keys Aqueduct Authority (FKAA). The audit reviewed all areas of the business from leakage detection within operations, through meter management of both production and customer meters and has initiated a data management system which allows visualization and targeting of meter accuracy and other apparent losses through development of utility-specific anomaly algorithms.

Conservation Program and Reuse Impacts

Office Location
Fort Worth, TX

Education
- Masters, Advanced Materials, Cranfield Institute of Technology, United Kingdom, 1997
- MS, Mining Geology, University of Exeter, United Kingdom, 1991
- BS, Geology, University of Saint Andrews, United Kingdom, 1990

Professional Registration
PG – 2002, FL, #2218
PG – 2003, TX, #6834

Years of Experience
19

Years with B&V
7

American Water Works Association; Water Audit Software Development; Denver, CO

Project Manager. Mr. Chastain-Howley has project managed the development on the AWWA free water audit software© as Chair of the Water Loss Control Water Audit Software Subcommittee (through 2014). This software tool has now been in operation for five years and is used by hundreds of utilities and many governmental agencies in the United States.

Miami-Dade Water and Sewer Department; Smart Metering Technology Business Case; Miami, FL

Consultant. Conducted a feasibility study and business case assessment for the Miami-Dade Water and Sewer Department. Provided subject matter expertise in evaluating AMI and AMR and their applicability to the Department's system. This task included non-revenue water management within the structure of a smart metering infrastructure technology assessment, review of the current metering and meter reading infrastructure, preparation of meter test data and costs and benefits of the proposed smart meter program.

San Antonio Water System (SAWS); AMI Business Case; San Antonio, TX

Consultant. Managed and provided subject matter expertise for the non-revenue water and AMI business case portions of the SAWS feasibility study and business case modeling. Conducted a review of the current metering infrastructure and reported on its relevance and compatibility with the Silver Spring Network and Master Meter AMI solution proposed for the system. Also evaluated review of the power provider's network with respect to integration with the SAWS system.

United States Bureau of Reclamation; Colorado River Basin Water Supply (CRBS) and Demand Study – Phase 4; Phoenix, AZ

Technical Lead - Black & Veatch. Worked as part of the consultant team to evaluate system demands within the seven-state Colorado River Basin Study area. Developed a water use model including categorized water demands and predicting the lowest and highest anticipated water conservation across each basin. Developed the water conservation and efficiency models for municipal and industrial uses in the CRBS program. Participated in the characterization of submitted options as to their potential effectiveness to reduce overall water use. Characterized options addressed not only opportunities for increasing supply, but also for reducing demand and more effectively managing supplies through changes in system operations.

South Central Connecticut Regional Water Authority; Strategy, Business Case, and Approval Filing; Connecticut

Consultant. Mr. Chastain-Howley reviewed the South Central Connecticut Regional Water Authority's AMI project application. This project included evaluation of the underlying strategy, business case, implementation plan and project approval filing and to opine on its correctness, completeness, and appropriateness for the utility.

Vasu Veerapaneni, PE, PhD

Dr. Srinivas (Vasu) Veerapaneni is a water treatment expert with focus on separation processes. He is fully acquainted with physical and chemical processes in water treatment, including membrane filtration for water and wastewater treatment. He has been involved in MF/UF treatment processes since their commercialization in late 80s, early 90s. He is also involved in evaluation of emerging technologies for treatment of various sources of water, including high saline water and RO concentrate and provide guidance to various startup companies. He has worked on every aspect of the treatment processes including: feasibility studies, process evaluation and selection, pilot testing, development of procurement documents, start-up and operational assistance, lender Engineer, and financial viability evaluations. He has also worked on development of DBO projects for desalination and reuse.

A recognized water treatment expert, Dr. Veerapaneni has authored 65 technical papers and conference proceedings. He is an active member of American Water Works Association (AWWA), International Desalination Association and American Society of Civil Engineers. He is an active member of various AWWA committees including Water Desalting, Membrane Technology Research, Membrane Process Committee, and Contaminant particles committee. He is currently chair of an AWWA sub-committee that is developing a manual of practice for water reuse. He has been invited to present information on desalination and membrane processes at various venues including IDA, Public Utilities Board, Multi State Salinity Summit, Singapore, and Universities.

RELEVANT PROJECT EXPERIENCE

Water Corporation | Beenyup Groundwater Replenishment Trial; Australia

Senior Process Engineer. Review of the design of the 1.2 mgd demonstration scale facility of wastewater treatment and aquifer replenishment in Perth, Australia. Processes included MF/UF, RO and UV.

BHP Billiton | Expansion of Escondida Water Supply Project; Antofagasta, Atacama, Chile

Technical Advisor. Expansion of the seawater desalination facility from 2500 lps to 3333 lps capacity. Processes use two stage pressure media filters and single pass RO.

Public Utilities Board | 100 MLD Seawater Reverse Osmosis (SWRO)/Reservoir Water; Singapore

Lead Process Engineer. Design and procurement of a dual use plant capable of treating seawater and reservoir water, depending on water availability.

Tuas Power | Jurong Island Desalination Plant; Singapore

Technical Lead. Design engineer for 36 mgd seawater desalination plant to be delivered under DBO contract. Processes include dissolved air flotation, MF/UF, two pass RO, post-treatment using lime and CO2

Water Treatment

Office Location
Kansas City, MO

Education
- PhD, Environmental Engineering, Rice University, 1996
- MS, Environmental Engineering, Rice University, 1991
- MS, Structural Engineering, Kakatiya University, India, 1988
- BS, Civil Engineering, Kakatiya University, India, 1987

Professional Registration
PE – 2002, KS, #17283

Professional Associations
- International Desalination Association
- International Water Association
- American Water Works Association
  - Particulate Containment Committee
  - Membrane Technology Research Committee
  - Membrane Process Committee
  - Water Desalting Committee
- American Society of Civil Engineers/Environmental & Water Resources Institute Joint Concentrate Management Workgroup

Years of Experience
30

Years with B&V
18

Water Services Department | Hong Kong (China)

Lead Desalination Engineer. Procurement of a 36 mgd, expandable to 72 mgd seawater desalination plant. Development of reference design, permitting, public outreach, economic viability evaluation, procurement under DB, construction management services.

Water Reuse Research Foundation | Evaluation of Source Water Control Options and the Impact of Selected Strategies on Direct Potable Reuse (WRRF – Project); California

Technical Specialist/Advisor. WRRF research project to 1) evaluate upstream wastewater treatment impacts on direct potable reuse source water and downstream advanced treatment processes and 2) assess the impact of hydraulic control mechanism on influent water quality and flow variations that may stress advanced treatment processes for DPR applications. The outcome and findings of the research project will be used to develop a framework for Direct Potable Reuse in the State of California.

City of Santa Monica | Olympic Treatment Plant Pilot Treatment Study; Santa Monica, CA

Technical Specialist/Advisor. Pilot treatment train development, and design of a pilot test facility for the City of Santa Monica for treating the City's contaminated groundwater supply (e.g. 1,4 Dioxane, TCE, and PCE). The multi-barrier pilot treatment train will consist of pretreatment filtration, reverse osmosis softening, air stripping, and advanced oxidation (UV/H2O2, UV/Cl2, and Ozone/H2O2).

BHP Billiton | Minera Spence Seawater Desalination Plant; Santiago, Region Metropolitana (Santiago), Chile

Lead Desalination Specialist. Development of design for 54 MLD seawater desalination facility that includes open seawater intake, dual media pressure filtration pre-treatment, reverse osmosis, and post-treatment with lime and carbon dioxide.

Confidential Client | 400 MLD Seawater Reverse Osmosis (SWRO); Middle East

Desalination Engineer. Procurement of a 400 MLD SWRO plant for drinking water purposes through design build contract. Process train involves coagulation, media filtration, two pass RO and post-treatment.

Orange County Water District | Orange County Ground Water Replenishment System Expansion Construction Phase Services; Orange County, CA

Sr. Process Engineer. Providing support for construction phase services for the expansion of OCWD's GWRS system from 70 mgd to 100 mgd. The facility is designed to treat secondary effluent with MF, RO, and UV-peroxide for aquifer recharge and for injecting into ground as a barrier to seawater intrusion. Designed the RO system also.

Region of York | Wastewater Reclamation; York, Ontario, Canada

Sr. Process Engineer. Conducting a pilot study to evaluate performance of MF and RO in treating secondary effluent to meet total phosphorous limit of <0.02 mg/L in the final effluent.

Emily Tummons, PhD, PE

Dr. Tummons joined Black & Veatch in the Water Treatment Technology group after completing her PhD from Michigan State University. Her dissertation work focused on the mechanisms of membrane-based separations of oil-water emulsions to gain insight into oil droplet behavior at the membrane surface. Since joining Black & Veatch, she has designed and conducted water quality and corrosion studies for potable water treatment systems involving desktop, bench-scale, and pipe-loop evaluations to optimize corrosion control in the distribution system. Additionally, she has been involved in process optimization studies and regulatory reviews for municipal drinking water treatment facilities, which have included water quality modeling and bench-scale testing for the evaluation of alternative coagulants, polymers, oxidants, and adsorption media.

RELEVANT PROJECT EXPERIENCE

Placer County Water Agency | Corrosion Control Study 2018 - Applegate; CA

Lead Process Engineer. Black & Veatch is conducting a water quality assessment to determine the optimal treatment processes to adjust finished water chemistry at the Applegate WTP to limit metals release and improve corrosion control.

City of Olathe | Water Quality and Corrosion Control; Olathe, KS

Lead Process Engineer. Black & Veatch is conducting a water quality assessment to evaluate finished water targets and corrosion control treatments (CCTs) at WTP2. Water quality modeling was performed to assess potential changes to optimize CCTs and bench-scale coupon testing will be used to screen the potential CCTs to limit lead and copper release.

San Antonio Water System | Vista Ridge Integration Project; San Antonio, TX

Lead Process Engineer. The San Antonio Water System is planning to integrate a new groundwater source that has different water chemistry (low calcium and free ammonia) from the water present in the distribution system. Varying levels of water quality analysis including bench-scale testing and pipe-loop testing with harvested materials from the distribution system were used to test alternative treatments to adjust the water chemistry to limit the dissociation of scale in the system and limit the release of metals. Responsibilities include bench-scale testing; overseeing the pipe-loop testing and sampling methods; analysis of data; and recommending alternative for full-scale implementation.

Medford Water Commission | Water Quality and Corrosion Study; Medford, OR

Lead Process Engineer. Black & Veatch is conducting an extensive water quality and corrosion study to determine the optimal corrosion control for the Medford Water Commission to limit lead, copper, and iron release from a system that receives groundwater year-round supplemented by treated surface water seasonally. Responsibilities include a review of the existing information, a regulations review,

Distribution System Water Quality

Office Location
Kansas City, MO

Education
- PhD, Environmental Engineering, Michigan State University, 2016
- MS, Environmental Engineering, Michigan State University, 2014
- BS, Biological Systems Engineering, Environmental Option, Kansas State University, 2011

Professional Registration
PE – 2018, TX, #132623

Years of Experience
7

Years with B&V
2

water quality modeling, hydraulic modeling, the design and implementation of both bench-scale corrosion testing and pipe-loop testing, and a full-scale design evaluation with recommendations.

City of Santa Cruz | Pipe Loop Study; Santa Cruz, CA

Lead Process Engineer. The City of Santa Cruz is entering into an agreement with Soquel Creek Water District to sell excess water supply from the City's WTP. Black & Veatch is conducting a corrosion study to evaluate potential water quality impacts for the change from groundwater to surface water with orthophosphate. Responsibilities include designing a bench-scale testing plan, overseeing the testing to ensure that representative data are produced, presenting results at bi-weekly meetings and at select board meetings, and completing an assessment with recommendations for corrosion control.

Orange County Water District | Groundwater Replenishment System Final Expansion; California

Process Engineer. The Groundwater Replenishment System Final Expansion Project is evaluating potential design modifications necessary to accommodate the increase in design flow and the changing water qualities of the influent water. Responsibilities included a post treatment system evaluation using water quality modeling to predict the typical, best, and worst-case scenarios for water qualities to determine optimal treatment and chemical doses required to meet set product water quality targets. The evaluation included recommendations for plant modifications to accommodate the final expansion goals.

City of Topeka | Topeka WTP Facility Plan; Topeka, KS

Process Engineer. Black & Veatch prepared a facility plan to provide the City of Topeka with an updated ten-year capital improvement plan to ensure compliance with regulations and provide reliable service to their customers. Responsibilities included a historical data review, process evaluation, and regulation review that recommended plant facility and operation modifications to comply with the LT2ESWTR Bin 2 classification, the DBP limits, and other current and future regulations.

City of Olathe | WTP2 Alternative Disinfection Evaluation; Olathe, KS

Process Engineer. Black & Veatch is evaluating alternatives to improve disinfection redundancy and operational flexibility of finished water storage, while minimizing DBP formation for the City of Olathe, KS. Responsibilities included a desktop analysis and bench-scale testing with disinfection alternatives to find optimal doses that limit DBP formation.

City of Hannibal | Disinfection Byproducts Compliance Study; Hannibal, MO

Process Engineer. Black & Veatch is investigating alternatives to reduce DBP precursors and minimize DBP formation for the City of Hannibal, MO as they move from chloramines to free chlorine. B&V conducted bench scale testing to evaluate performance of process alternatives on DOC removal and TTHM and HAA5 formation. Process alternatives evaluated under this study include the use of alternative coagulants, alternative pre-oxidants, GAC/PAC adsorption technologies, ion exchange resins, and reverse osmosis.

Erin Briggeman, PE

Ms. Briggeman is a chemical engineer with fifteen years of professional consulting experience in the design of chemical storage and feed facilities of water and wastewater treatment plants. Thus far, she has worked on approximately 100 treatment plant designs throughout the U.S. She has been involved in the design of new water and wastewater treatment plants, water and wastewater treatment plant expansions, water pump stations and distribution systems, and municipal wastewater system evaluations for regulatory compliance. Her responsibilities have included the preparation of chemical facility technical memoranda; evaluations of different chemical feed technologies sizing, layout, and selection of equipment; preparation of process and instrumentation diagrams, selection of construction materials; the provision of construction phase services, and regulatory compliance.

RELEVANT PROJECT EXPERIENCE

City of Gilbert | Santan Vista Water Treatment Plant Expansion; Gilbert, AZ

Chemical Feed Lead. Prepared the design of the aluminum sulfate, ballasted flocculation polymer, sodium hypochlorite, sodium hydroxide, fluoride, and carbon dioxide chemical storage and feed systems expansion. Expansion of the existing onsite sodium hypochlorite generation system is also part of the project. Chemical feed work included selection and sizing of chemical facility equipment, preparation of chemical technical memoranda, mechanical layout preparation, preparation of process and instrumentation diagrams, and selection of construction materials. Work included building and fire code review and coordination with other design team members.

City of Atlanta | Intrenchment Creek and South River Water Reclamation Plants; Atlanta, GA

Chemical Feed Lead. Prepared the design of sodium hypochlorite, sodium hydroxide, ferric chloride, and polymer chemical storage and feed systems. Chemical feed work included selection and sizing of chemical facility equipment, preparation of chemical technical memoranda, mechanical layouts, preparation of process and instrumentation diagrams, and selection of construction materials. Work includes building and fire code review and coordination with other design team members. Construction phase services are pending.

City of Burbank Water and Power | Disinfection Study; Burbank, CA

Chemical Feed Lead. Completed an evaluation between bulk sodium hypochlorite and onsite sodium hypochlorite generation. Chemical feed work included selection and sizing of bulk and onsite sodium hypochlorite equipment, preparation of chemical technical memoranda, mechanical layout assistance, preparation of process and instrumentation diagrams, and preparation of cost estimates for each alternative. Criteria for both alternatives was scored and used to facilitate a decision.

Chemical Feed Systems

Office Location
Kansas City, MO

Education
- BS, Chemical Engineering, University of Nebraska, 2001

Professional Registration
PE – 2006, KS, #19080

Years of Experience
16

Years with B&V
16

City of Bakersfield | Northwest Water Treatment Plant; Bakersfield, CA

Chemical Feed Lead. Prepared the design of polyaluminum chloride chemical storage and feed systems. Chemical feed work included selection and sizing of chemical facility equipment, preparation of chemical technical memoranda, mechanical layout assistance, preparation of process and instrumentation diagrams, and selection of construction materials. Work included building and fire code review and coordination with other design team members.

City of Meriden | Broad Brook Water Filtration Plant; Meriden, CT

Chemical Feed Lead. Prepared the design of sodium hypochlorite, sodium hydroxide, aluminum sulfate, zinc orthophosphate, sodium fluoride, powder activated carbon, and sodium permanganate chemical storage and feed systems. Chemical feed work included selection and sizing of chemical facility equipment, preparation of chemical technical memoranda, mechanical layouts, preparation of process and instrumentation diagrams, and selection of construction materials. Work includes building and fire code review and coordination with other design team members. Construction phase services are in progress.

City of Great Falls | Water Treatment Plant; Great Falls, MT

Chemical Feed Lead. Prepared the design of the liquid ammonium storage and feed system and the chlorine gas feed system modifications. An evaluation of onsite sodium hypochlorite generation and bulk sodium hypochlorite was completed prior to design. In addition, evaluations were done to compare carbon dioxide versus sulfuric acid, sodium hydroxide versus lime versus soda ash, and aqua ammonia versus liquid ammonium sulfate. Chemical feed work includes selection and sizing of chemical facility equipment, preparation of chemical technical memoranda, mechanical layouts, preparation of process and instrumentation diagrams, and selection of construction materials. Work includes building and fire code review and coordination with other design team members. Construction phase services are in progress.

City of Cucamonga | Lloyd W. Michael Water Treatment Plant; Cucamonga, CA

Chemical Feed Lead. Prepared the design of the sodium hypochlorite storage and feed system. An evaluation of onsite sodium hypochlorite generation and bulk sodium hypochlorite was completed prior to design. Chemical feed work includes selection and sizing of chemical facility equipment, preparation of chemical technical memoranda, mechanical layouts, preparation of process and instrumentation diagrams, and selection of construction materials. Work includes building and fire code review and coordination with other design team members. Construction phase services are in progress.

Chris Owens

Mr. Owens has over 11 years of experience with water treatment plant operations, facilities operation and maintenance (O&M), disinfection and neutralization of assorted structures and pipelines, troubleshooting analyzers and O&M manual preparation.

Formerly a Chief Water Treatment Plant Operator of a large public water system. He has primarily been responsible of the operations and maintenance of multiple reverse osmosis treatment plants, pumping stations and instrumentation, and controls for treatment processes. Additionally, he maintained and provided process troubleshooting for the water distribution system pressure's disinfectant residuals, water age analysis, and assisted with water main looping programs to ensure water quality.

RELEVANT PROJECT EXPERIENCE

City of Parker | Parker O&M; Parker, CO

Operations Specialist. The Parker Colorado Water Treatment facility utilizes monochloramines as their primary disinfectant. Duties included writing the O&M's which pertain to the monochloramination of water and how to switch from free chlorine.

City of Dunedin | Dunedin; Dunedin, FL

Operations Specialist. Operated 7 different pilot plants to test different configurations for the City of Dunedin. Including 3 Reverse Osmosis Units 2 Ultrafiltration units and 2 Multimedia filtration units.

City of Venice | Venice Pilot Plant; Venice, FL

Operations Specialist. The City of Venice, FL, has a 6 mgd Reverse Osmosis Water Treatment Plant that has brackish source water. They needed a pilot performed to evaluate their system to determine the feasibility of changing their treatment technique to increase recovery. Duties included monitoring the reverse osmosis pilot, ensuring the accuracy of the online meters, recording data, collecting data, and noting abnormal conditions. There were 2 phases to the pilot. First was a 75% recovery 2 stage system, and the second was an 80% recovery with 2 stages.

City of Raleigh | Raleigh - EMJ Water Treatment Plant; Raleigh, NC

Operations Specialist. The City of Raleigh North Carolina operates a 60 mgd water treatment facility that utilizes conventional coagulation, flocculation, sedimentation, and filtration. Duties included writing an O&M for the chemical systems which included: hydrofluorosilicic acid, sodium permanganate, powdered activated carbon, ferric sulfate, sodium hypochlorite, sodium hydroxide, ammonia, ozone, and multiple polymer systems.

Water System Operations & Maintenance;

O&M Manual

Office Location
Tampa, FL

Education
- BS, Engineering, Electrical, University of South Florida, 2015

Professional Registration
PE – 2017, FL, #A014789

Years of Experience
12

Years with B&V
2

Missouri American Water | MOAW PAC; St. Louis, MO

Operations Specialist. The Missouri American Water Company operates 2 Water Treatment Plants which each utilize powdered activated carbon (PAC) as their main taste and odor removal system. Duties included writing an O&M for the plants PAC systems.

Bedford Regional Water Authority | SML - Bedford; Smith Mountain Lake, VA

Operations Specialist. The Smith Mountain Lake Water Treatment facility utilizes UF membranes to produce 3 mgd of water production. Duties included writing the O&M's which pertain to the Ultra Filtration Membranes and the Clean in Place (CIP) of the membranes.

Pinellas County Utilities | Dunn WRF; Palm Harbor, FL

Operations Specialist. The Pinellas County Wastewater Reclamation Facility has reached the end of the useful life of the backup power generation system. Duties included documentation of current conditions, diagramming the different possibilities for the new layouts, checking on current power demands.

Pinellas County Utilities | South Cross; St. Petersburg, FL

Operations Specialist. Pinellas County Utilities operates a waste water reclamation facility in St. Petersburg Florida. They needed a 12-consecutive day sample study to create an accurate model of their facility. Duties include mobilization of 9 automatic samplers, troubleshooting, daily collection of samples and demobilization of samplers.

City of Signal Butte | Signal Butte; Mesa, AZ

Operations Specialist. The City of Signal Butte contracted with Black & Veatch to design a conventional treatment plant. Duties included writing the O&M for the safety and troubleshooting sections for multiple systems in the facility including: Ballasted flocculation, belt filter press, surge tanks, filters, gravity thickeners, ozone, pigging, sludge handling systems and thickened sludge pumping station. Traveling to the site to oversee the Commissioning phase of the project.

Saheb Mansour-Rezaei, PhD, PE

Mr. Mansour-Rezaei holds BSc, MSc, and PhD degrees in Civil Engineering. Saheb's area of expertise is in hydraulic and water quality analysis. He has five years of consulting experience performing steady state analysis, extended period simulations, transient hydraulic modeling, water quality modeling and calibration in water, wastewater, and reclaimed water system. He has published several technical papers including three Journal papers in the Journal of AWWA.

RELEVANT PROJECT EXPERIENCE

Charlotte County | Myakka River Booster Station; Charlotte County, FL

Lead Modeler. A 12-inch Myakka River water main crossing to the Gulf Cove pumping station was in poor condition and Charlotte County Utility Department (CCUD) decided to replace the existing 12-inch with a 24-inch water main. To provide sufficient water to West County service area, the CCUD needed to design and construct the Myakka River Boosting Pump Station (MBPS). Performed hydraulic modeling and assessed the water distribution system performance under various scenarios. Developed the required system improvements to provide sufficient suction pressure for MBPS for each scenario. Established the design range in suction pressures and the required pump station operating envelope for the MBPS.

Charlotte County | Water Modeling Services; Charlotte County FL

Work Order 1, Assignment 4. Lead Modeler. The Charlotte County Utility Department (CCUD) requested an evaluation of the sizing for replacement water mains on US 41. Modeled the following three water main options to determine appropriate sizing:

- 12-inch on south side of US 41; existing sizes on north side of US 41.
- 12-inch on north and south side of US 41.
- 12-inch on south side of US 41; 16-inch on north side of US 41.

Performed three modeling scenarios using the three physical scenarios:

- Existing maximum daily demand (MDD) and build out MDD
- Existing and build out MDD plus fire flow (FF)
- Existing and build out MDD plus fire flow demand of 4,000 gpm at two different strategic locations that will likely have the heaviest impact on the system.

Used hydraulic modeling results and provide recommendation to improve the available fire flow along US 41.

Work Order 1, Assignment 5. Lead Modeler. Manasota Regional Water Supply Authority (PRMRWSA) is providing water to Charlotte County Utilities Department (CCUD) at a pressure OF 80 psi. CCUD wanted to determine the impacts of lowering the PRMRWSA delivery pressure to 65 psi.

Performed the following hydraulic analysis to investigate impact of lowering the delivery pressure:

- Build out (BO) average annual daily demand (AADD) steady-state analysis.

Hydraulic Modeling & System Evaluation

Office Location
Tampa, FL

Education
- PhD, Civil Engineering, University of British Columbia, Canada, 2013
- MSc, Water Resources, Sharif university of technology, Iran, 2009
- BSc, Civil Engineering, Tehran University, Iran, 2006

Professional Registration
PE – 2018, FL, #85666

Years of Experience
5

Years with B&V
1

- BO maximum daily demand (MDD) steady-state analysis.
- BO MDD plus fire flow (FF) analysis with available fire-flow (AFF) reported for a residual pressure required by County Code.

Used the model predicted results to assess the resilience of the system given a lower delivery pressure and provided recommendations to the County.

Pinellas County Utilities | Water System Program Management; Pinellas County FL | 2017-2018

Phase A - Lead Modeler. PCU modified North Booster Pump Station (NBPS) operation to normally pump only south to eliminate the interface between the regional water from the NBPS and Keller water. This modification was significantly improved water quality through the distribution system, and PCU decided to assess the existing automatic flushing device (AFD) flushing program.

Reviewed the existing AFD flushing program and performed water age and Total Residual Chlorine (TRC) modeling simulations to determine potential water reduction quantities for the AFDs. I conducted simulations using PCU flushing data and the new NBPS pumping configuration. AFDs were evaluated using all-flushers-off, all-flushers-on, and 20 percent flow-rate reduction scenarios to determine the flushing influence on water age and TRC concentration. Modeling results indicated that flushing from 14 ADFs can potentially cease and flushing from 11 AFDs can potentially be reduced by 20 percent without significantly impacting water age and TRC concentrations under the new NBPS pumping configuration.

Phase B - Lead Modeler and Designer. PCU wanted to evaluate the water distribution system hydraulic performance after NBPS modifications. Used PCU's hydraulic model and evaluated the ability of the County's water system to satisfy Level of Service (LOS) criteria throughout the County's system under Average Annual Daily Demand (AADD), Peak Hourly Demand (PHD), and Maximum Daily Demand (MDD) plus Fire Flow (FF) conditions. Evaluated the model's ability to predict static and residual pressures under FF conditions and compared to historical 2013 through 2016 FF data. Identified the locations experiencing discrepancies between the modeling FF results and historical FF data for field investigation.

Phase C - Lead Modeler. Pinellas County Utilities (PCU) performs water quality monitoring at over 210 locations to comply with regulatory microbiological monitoring requirements. Due to increases in population, PCU is implementing the installation of 30 additional monitoring sites to maintain compliance with the Total Coliform Rule. Monitoring sites must be selected to represent the water quality of the entire distribution system and are often determined from water quality models. Used updated County's hydraulic and water quality model and identified the locations of these 30 additional monitoring sites. The new sampling locations were selected based on model-predicted residence time and total residual chlorine (TRC), and water quality monitoring rules.

Brandy Thigpen, PE

Ms. Thigpen specializes in master planning and the design of water and wastewater infrastructure. She has experience with the integration of GIS (Geographical Information Systems) technologies in computer-aided modeling efforts and is proficient with ArcGIS software. She is proficient in several water system modeling software packages including H2OMAP Water, WaterGEMS, InfoWater, InfoWorks, H2ONET, and H2OMAP Sewer. Her experience includes water supply, treatment and distribution, wastewater collection, treatment, and reuse, and water/wastewater infrastructure master planning.

RELEVANT PROJECT EXPERIENCE

Dallas Water Utilities | Walcrest Pump Station Design and Transient Analysis; Dallas, TX

Planning Engineer. This project included the hydraulic analysis and pump selection for the new Walcrest Reservoir and Pump Station. Based on the results of the hydraulic analysis, assisted with the pump selection and preliminary design. Project also included an analysis of system performance during construction of the new reservoir and pump station where the existing pump station would operate as an inline booster station. Performed transient analyses to evaluate hydraulic conditions for the new Pump station.

Eastern Municipal Water District | Perris and Elder Pump Station Hydraulic Modeling and Transient Analysis; Perris CA

Lead Modeler. Currently designing the Perris and Elder Booster Pumping Station (BPS) and associated suction and discharge pipelines to replace the existing facilities. As part of final design, performed hydraulic modeling utilizing the Districts current InfoWater hydraulic model to confirm the required booster station capacity analysis and transmission main sizing. As part of the station design performed a surge analysis to identify possible pressure surges that may occur in the system during start-up of the BPS and power

City of Escondido | MFRO Agriculture Pump Station Transient Analysis; Escondido CA

Lead Modeler. Performed transient analyses to evaluate hydraulic conditions for the new City of Escondido Membrane Filtration and Reverse Osmosis Water Treatment Facility Finished Water Pump Station. Key elements of the project included: developing InfoSurge water model, evaluation of system performance under a normal and emergency conditions, and development of surge mitigation recommendations to maintain system pressure with acceptable pressure limits.

City of Glendale |Hydraulic Modeling and System Analysis Services; Glendale, AZ

Civil Engineer. Responsible for providing hydraulic modeling and analysis of the City's water infrastructure in support of the ongoing planning and design requirements of

Hydraulic Modeling & System Evaluation

Office Location
Phoenix AZ

Education
- BS, Environmental Engineering, North Arizona University, 1998

Professional Registration
PE – 2005, AZ, #42782

Years of Experience
20

Years with B&V
17

the City's Utility and Engineering Departments. Projects include the Zone 2/3 Pressure Zone Analysis, Hillcrest Ranch Booster Station Feasibility Analysis, Hillcrest Ranch Booster Station Transient Analysis, and Hillcrest Ranch Booster Station Standard Operating Procedure.

City of Troy |Master Plan Update and Optimization; Troy, OH

QA/QC. Provided QA/QC for the for the City of Troy Master Plan which included an update to the existing Infowater water model, historical and future demand projections, and analyze production and distribution infrastructure needs to support long-term growth. Assess system based on current and projected growth and recommend staged growth and improvements on WTP, pump stations, and distribution system piping. Prepare recommendations of probable project cost for system improvements.

City of Kansas City Water Services Department | Aquadapt Feasibility Study; Kansas City, MO

Civil Engineer. Black & Veatch teamed with Derceto to provide an energy management and operations optimization feasibility study for City of Kansas City Missouri Water Services Department water supply and distribution system. The study analyzed energy costs based upon current operations and electric rate structures and determined the potential cost savings that could be realized by implementing an energy management and operations optimization system. Black & Veatch analyzed the existing water system, historical SCADA data and energy bills. Representative sub-systems were selected and mass balance models for a typical summer and winter month were developed and then calibrated to actual energy costs. After calibration the models were optimized by leveraging time-of-use energy rates to shift pumping to periods of lower energy cost. Energy cost savings due to load shifting were estimated and extrapolated to similar pumping systems. In addition to energy cost savings, the software helps reduce actual energy use by utilizing the most efficient pumps or combination of pumps and moving water via the shortest possible path. The results of the study showed that KCMO could save 7.4% on the electric energy costs or $522,000 per year.

Miami-Dade Water and Sewer Department | Planning Division Support Services – Hydraulic Modeling; Miami, FL

Senior Planning Engineer. Responsible for sewer system capacity assessment for proposed developments on an on-call basis. The model (Infoworks CS) is an all pipe model with over 1,000 pump stations. Participated in orientation training with the department staff for a week at the department offices to learn the people and processes utilized by the utility to complete the analyses. The capacity analyses were completed in a short time frame (less than 3 days) to address developer's needs.

Samantha Nehme, PE

Ms. Nehme is an environmental engineer with 7 years of experience in utilities planning and design. Her experience includes projects ranging from engineering studies, utility master plans, project design and permitting, and utility regulatory compliance. She has focused on developing her hydraulic modeling experience with a variety of water and wastewater projects including model development and calibration. She has utilized large scale models to evaluate existing systems and plan and design for the future, including evaluation of alternatives for system growth and performance. She is proficient in Bentley and Innovyze hydraulic modeling software.

RELEVANT PROJECT EXPERIENCE

Lee County Water Master Plan Update, Lee County, Florida

Lead Engineer for Report and Lead Engineer for Model. Responsible for the development of water demand projections and hydraulic model evaluation to develop a capital improvement program.

The Village at Lakewood Ranch Water and Master Plan, Sarasota County, FL

Project Engineer. Responsible for the construction of the development's conceptual hydraulic model to size water transmission mains and larger distribution mains.

Construct City-wide Calibrated Water Model, City of North Port, FL

Lead Engineer for Model. Responsible for developing a water supply hydraulic model in WaterGems, including model structure, demands, and calibration. Also responsible for development of multiple scenarios to evaluate the hydraulics of the existing system for fire flows, future development demands, and future pipe sizes.

Lakewood Ranch Water Master Plan Update, Manatee County, FL

Project Engineer. Responsible for the hydraulic modeling update of the entire Lakewood Ranch system. The project included updating the model with 10 years of water mains and proposed development projects. The model and report are continually being updated as development is planned, designed, and constructed.

Potable Water Master Plan Phase 1, City of Zephyrhills, FL

Engineer Intern. Assisted with the development and calibration of a hydraulic model and master plan report for the City's water distribution system to identify areas of improvement in the existing water system to utilize for ongoing planning, analyses, and operational applications. Mapping and modeling details were utilized to back-populate the GIS, synchronizing the model and GIS databases. Modeling scenarios were developed to evaluate the adequacy of the existing water distribution system and identify shortcomings, and to evaluate and develop operational and control strategies best suited to meet changing diurnal and seasonal needs.

Stantec

Water Quality QA/QC

Office Location
City, State

Education
- BS, Environmental Engineering, University of Florida, Gainesville, Florida, 2010

Professional Registration
PE – FL, #83328

Years of Experience
7

Wastewater System Hydraulic Model Update and Wastewater Master Plan Update, City of Venice, FL

Lead Engineer for Model. Responsible for updating and evaluating the hydraulic model to develop a guide for a capital improvement program to provide reliable and redundant infrastructure. Model updates included, wastewater flow projections, calibrating over 30 lift stations, and evaluating existing and future system conditions for recommended improvements.

Pump Station 8 and 10 Performance Modeling, City of Venice, FL

Lead Engineer for Model. Responsible for the hydraulic model evaluation of PS 8 and 10 operation and performance to identify any potential PS 8 and 10 improvements that would improve the overall performance of the stations and minimize any collection system overflow events. Utilized the existing City hydraulic model to create multiple wet weather scenarios to determine the cause of the overflow events.

Airglades, Clewiston, Florida

Lead Engineer for Utility Plan. Responsible for the evaluation of options to expand wastewater service in the Airglades area, including existing infrastructure evaluation, expansion options, and cost estimate.

Wastewater Management Plan, Sarasota County, FL

Project Engineer. Assisted with the development of detailed wastewater flow projections for incorporation in hydraulic model updates.

Bispham Property Wastewater Service Study, Sarasota, FL

Lead Engineer for Model. Responsible for the construction of the proposed force main system to the existing County system. The model was used to determine the viability of developing vacant land based on a hydraulic evaluation.

Lakewood Ranch Wastewater Master Plan Update, Manatee County, FL

Project Engineer. Responsible for the hydraulic modeling update of the entire Lakewood Ranch system. The project included updating the model with 10 years of lift stations and force mains, proposed development projects, and future flow to the master lift stations. The model and report are continually being updated and hydraulically evaluated as development is planned, designed, and constructed.

Siesta Key Master Pumping Station - Modeling, Sarasota, FL

Lead Engineer for Model. Responsible for coordinating multiple modeling scenarios using SewerCAD to facilitate the design of the Master Pump Station and to determine hydraulic impacts in the system to transfer flow from Siesta Key to mainland to allow for decommissioning of the Siesta Key AWWTP.

Reclaimed Water Master Plan Update, City of Venice, FL

Project Engineer. Responsible for reclaimed water flow and demand projections, future user determination, and options for future storage. System improvements were determined using hydraulic model results and included multiple recommendations for system looping. The City is moving forward with the recommendation of installing an ASR well and is in the planning and funding phases.

James Maher PE

Mr. Maher has experience with hydraulic evaluation and water quality evaluation of water distribution systems and wastewater collection systems. He has experience with developing, calibrating, and updating computer models of these systems and using them as a tool in master planning efforts and system analysis. Mr. Maher has experience with the integration of GIS (Geographical Information Systems) technologies in computer-aided modeling efforts and is proficient with ArcGIS software. He is proficient in several water system modeling software packages including H2OMAP Water, WaterGEMS, InfoWater, InfoWorks, H2ONET, and H2OMAP Sewer.

RELEVANT PROJECT EXPERIENCE

The City of Kansas City, Missouri, Water Services Department | Water System Master Plan Update; Kansas City, MO

Engineering Manager. The City's GIS database was used to develop and construct an all-pipes distribution system model. As-built drawings for the entire system were reviewed to attribute installation years to the distribution pipes as these had not been maintained in the GIS. The materials and diameters of pipelines were validated during the system as-built review process. Metered sales data was allocated to the model from AMR information for a peak 3-day period and the model was calibrated using a 72-hour extended period simulation. Areas of low correlation were identified and field testing was performed to assess C-factors, to locate unknown closed or partially closed distribution system valves, and to identify the occurrence of mistakenly open valves at pressure zone boundaries. Water demand projections through 2035 were developed which included retail projections and detailed wholesale demand projections based on surveys of 39 existing and potential wholesale customers. The City's Water Loss Management Plan was updated and included summary of the ongoing leak detection and water loss reduction program. Water age evaluations, fire flow evaluations, and extended period hydraulic capacity evaluations were performed and a phased capital improvement program was developed based on recommendations from quality, fire flow needs, and hydraulic needs to include a holistic and balanced improvement program.

Madison Water Utility | Water Quality Modeling-Well Supply Influence Zones and Water Blend Database; Madison, WI

Planning and Modeling Engineer. Operational scenarios representing average summer day and average winter day operating conditions were developed using the Utility's all-pipes hydraulic model. Source water tracing simulations were performed to determine the source of supply for all locations in the distribution system and to determine the blend of source water at these locations. The model output was used to develop figures of the source of supply for each of the Utility's 22 wells. A database was developed and provided to the Utility from the model output for their use in a web-based lookup application for service customers to see the source of

Water Quality Modeling

Office Location
Kansas City, MO

Education
- MS, Civil Engineering, University of Missouri, Kansas City, 2009
- BS, Civil Engineering, University of Missouri, Kansas City, 2006

Professional Registration
PE – 2011, MO, #2011000917

Years of Experience
13

Years with B&V
13

supply that they typically receive from each well during summer and winter locations and links to the water quality reports for the corresponding wells.

St. Louis Water Division | Water Distribution System Model Construction and Calibration; St. Louis, MO

Engineering Manager. A distribution system computer model of all-pipes was developed from the City's 1,400 AutoCAD drawing files. Extensive field testing was performed to gather a significant amount of data for use in the calibration of the water model. Calibration of the model to a high degree of accuracy and model software training in workshops for City staff are part of this project to transfer knowledge and aid the City in use of their new system evaluation tool.

Douglasville-Douglas County Water and Sewer Authority |Water System Master Plan; Douglasville-Douglasville County, GA

Planning and Modeling Engineer. Updated the Authority's water system model to include all-pipes 4-inches and larger. The existing distribution system was modeled to assess hydraulic capacity, water quality (water age), fire flow availability, and pressure and energy management. System improvement concepts for several water supply options were developed for consideration, and a preferred approach developed to maintain system pressure service levels while reducing energy costs for pumping. Capital improvement projects were evaluated using risk and cost benefit scoring to develop a phased improvement program that was defensible and feasible to implement with as level an investment profile as possible.

The City of Altoona, Iowa | Water System Master Plan; Altoona, IA

Engineering Manager. A distribution system all-pipes model was constructed using the City's GIS data and facility as-built drawings. Population projections and water demand forecasts were developed for the 2012 through 2030 planning horizon and distribution system modeling using extended period simulations was performed to evaluate the system in conjunction with these demand conditions. Economic alternatives to supply customer demands within the planning horizon were evaluated and a distribution system and supply CIP was developed based around the most economically viable supply alternatives.

Water District No.1 of Johnson County | Water Master Plan Update; Johnson County, KS

Planning Engineer. GIS analysis and mapping and the distribution system modeling work were performed to update a water master plan for the Water District No.1 of Johnson County. The District's existing distribution system all-pipes model was reviewed and updated. The distribution model was used to perform hydraulic analyses of future system concepts to update the detailed 20-year capital improvements program (CIP) that had been prepared in 2008.

Isabel Botero

Ms. Botero is a Project Manager and environmental engineer with fifteen years of experience and knowledge of water and wastewater systems. Ms. Botero has served as project manager, engineering manager, and project engineer on many environmental engineering projects including water and wastewater treatment plant facilities design. She has participated in detailed design of water and wastewater projects for alternative delivery methods (design/build/ operate). She is also experienced in developing scope documents for pricing of design/build projects.

RELEVANT PROJECT EXPERIENCE

City of Hollywood | Energy Efficiency Master Plan; Hollywood FL

Engineering Manager. Ms. Botero participated in the development of a comprehensive Energy Efficiency Master Plan for the City of Hollywood's Water and Wastewater systems and facilities. The master plan resulted in an implementation plan for 20 recommended energy cost savings projects and strategies with a net positive value of $4.4 million to the City over the life of the improvements.

City of Boynton Beach | East Water Treatment Plant Disinfection System Upgrade; Boynton Beach, FL

Construction Project Manager. Execution of the disinfection system upgrade for the 24-mgd East Water Treatment Plant.

Miami Dade County | Alexander Orr Jr. Water Treatment Plant, Chlorine Gas Onsite Generation System; Miami, FL

Project Manager. Design of a new chlorine gas onsite generation system for the 215-mgd water treatment plant with an average consumption close to 9,000 pounds per day (ppd). The system is designed with a firm capacity of 20,000 ppd of chlorine production and will replace the existing practice of storing 90-ton chlorine gas railcars at the plant located in a residential area.

City of Boynton Beach | East Water Treatment Plant Disinfection System Upgrade; Boynton Beach, FL

Project Manager. Responsibilities included development of preliminary design of the new on-site sodium hypochlorite generation system, obtaining the Palm Beach County Health Department Permit, and development of bidding documents. The new disinfection system is housed in the existing chlorine building, including coordination of demolition and new construction while maintaining the existing plant online with a temporary chlorination system. The system will have a capacity to treat 24-mgd.

Seacoast Utility Authority | Hood Road Water Treatment Plant Membrane Conversion; Palm Beach Gardens, FL

Project Engineer. Provided detailed design of the transfer system (from the new clearwell to the existing ground storage tanks) and the NF and LPRO concentrate

Potable Water Facilities

Office Location
Coral Springs, FL

Education
- MS, Environmental Engineering, University of Kansas, 2004
- BS, Civil and Environmental Engineering, University of Missouri-Kansas City, 1999

Professional Registration
PE – 2007, FL, #67176
PE – 2005, MO, #2005001044
PE – 2013, PR, #25626

Years of Experience
18

Years with B&V
13

pumps using the WATERGEMS modeling application for the 30.5-mgd plant. Also assisted with the design of the NF and LPRO membrane feed pumps.

Western Corridor Recycled Water Pty Ltd | Bundamba Advanced Water Treatment Plant; Brisbane, Australia

Engineering Manager. Developed technical scope documents for pricing and procurement for the 20-mgd design-build reuse plant. Process equipment included ultraviolet (UV) disinfection, microfiltration (MF) and reverse osmosis (RO) membranes, plate settlers, clarifiers, and denitrification filters. Responsibilities included coordination of the detailed design of the following areas: treated water, residuals, and chemical feed facilities with team members located in offices in three different continents.

Maricopa County | White Tanks Water Treatment Plant; Maricopa County, AZ

Engineering Manager. Provided detailed design for a new 13.4-mgd water treatment plant. The design included: intake structure, raw water pump station, raw water tanks, flocculation, dissolved air flotation system, filters, UV disinfection, finish water reservoir and pump station, site layout, and underground utilities plan. Developed documents to obtain construction permits of all facilities.

City of Phoenix | Lake Pleasant Water Treatment Plant; Phoenix, AZ

Project Engineer. Assisted in the development and coordination of the basis of design report for this 80-mgd water treatment plant.

City of Phoenix | Lake Pleasant Water Treatment Plant; Phoenix, AZ

Design Engineer. Provided the technical design for a design/build proposal including 80-mgd Actiflo complex (rapid mixing, coagulation, flocculation, and sedimentation), ozone contact basins and building, and UV disinfection facilities.

PRASA | Redevelopment of the Lago Loiza (Carraizo) Hydroelectric Facilities

Engineering Manager. The project includes rehabilitation of one turbine generator unit to supply approximately 1.1 MW. The energy generated by the rehabilitated facility will supply power to a raw water pump station supplying water to a water treatment plant.

City of Dania Beach | Solids Handling System and Backwash Recovery Modifications; Dania Beach, FL

Project Manager. Led the design of a new lime sludge thickener for the existing water treatment plant, and modifications to the existing backwash recovery basin to improve the residuals handling system at the water plant.

Ed Rectenwald, PG

Mr. Rectenwald has over 23 years of experience in various hydrologic, geologic, environmental investigations, and expert witness testimony. This experience includes project management, design, permitting, construction and testing of Public Water Supply Wells/Wellfields (Surficial and Floridan Aquifer System) Class I injection wells, Class V Aquifer Storage, and Recovery (ASR) wells, Aquifer Recharge wells, industrial supply wells, irrigation wells, monitor wells, and rehabilitation of deteriorated wells. Mr. Rectenwald has successfully managed the projects and teams for wellfield construction and expansion projects, ASR system construction, and lead teams during Class I and Class V injection well facility construction on numerous projects. Mr. Rectenwald is also involved with regional studies of the Surficial and Floridan Aquifer System by constructing detailed subsurface hydrostratigraphy maps from data obtained from exploratory well drilling, geophysical logging, and aquifer hydraulic testing and analysis results.

RELEVANT PROJECT EXPERIENCE

Bonita Springs Utilities | Lower Tamiami Aquifer Groundwater Model; Bonita Springs, FL

Project Technical Lead. Mr. Rectenwald is the Project Technical Lead and Senior Principal Hydrogeologist for the lower Tamiami Aquifer groundwater model. This project is to prepare the Utility to submit a modification of their water use permit application for increasing the allocation from 7 mgd to 9 mgd. The groundwater is being completed to support that the additional allocation will not impact other nearby users or the regional system.

Sarasota County | Venice Gardens Wellfield Evaluation and Rehabilitation; Sarasota County, FL

Project Technical Lead. Mr. Rectenwald is the project technical lead who managed all aspects of the wellfield evaluation and well rehabilitation for 7 Floridan production wells that have a total of 13.75 mgd permitted capacity. Mr. Rectenwald was responsible for developing specifications, selecting a contractor, management of the oversight team, analysis of existing data for identifying which wells required rehabilitation, review of specific capacity testing results post rehabilitation, and identifying an optimal pumping rate for each of the wells.

City of Cape Coral | Brackish Wellfield Water Use Permit Review; Cape Coral, FL | 2007-2008

Senior Technical Review. Mr. Rectenwald provided senior technical review for the three-dimensional groundwater flow model using SEAWAT2000 for the City's new North Cape brackish wellfield. This groundwater model is a requirement for the water use permit modification application, however, the ultimate use of this density-dependent groundwater flow model is to be used a predictive tool for the City to model the effects of future groundwater withdrawals and determine the ultimate safe yield of the brackish aquifer.

Regional Water Supply Planning

Office Location
Fort Myers, FL

Education
- MS/MSc, Geology, Florida Atlantic University, Florida, 2006
- BSc, Geology, University of Akron, Ohio, 1995

Professional Registration
PG – 2006, FL, #2469
PG – 2016, GA, #002211
PG – LA, #1047
PMP – #1965005

Professional Associations
- Groundwater Professional, American Water Works Association
- Groundwater Professional, South Florida Hydrologic Society
- Groundwater Professional, Everglades Geological Society
- Groundwater Professional, Florida Association of Professional Geologists
- Groundwater Professional, American Institute of Professional Geologists

Years of Experience
23

Years with B&V
1

City of Cape Coral | North and South Wellfield Construction/North and South Cape Coral Wellfield Design and Construction; Cape Coral, FL

Project Technical Lead. Mr. Rectenwald managed staff during construction of 22 brackish (saline) water production wells for the City's new North Wellfield to supply the new North Reverse Osmosis Water Treatment Plant (ROWTP). He reviewed lithology descriptions, adhered to specifications, and client contact. Mr. Rectenwald managed the permitting, design, and construction of three ASR exploratory wells for the City of Cape Coral. The project consisted of wellfield testing of existing North Cape Coral production wells, development of a Wellhead Protection Ordinance, wellfield design services, and design and permitting of 31 Upper Floridan aquifer production wells. Nine (9) wells were constructed in the existing Southwest wellfield, and 22 wells were installed in the new North wellfield to provide raw water to the recently constructed North Cape Coral Reverse Osmosis Water Treatment Plant. The Scope of Work included engineering and hydrogeological services for wellfield planning and locating wells, and several minor modifications to the City's PWS Water Use Permit, preparation of applications for well construction permits, preparation of design documents for bidding, and bidding services for construction of the wellfields. Engineering services during construction were provided by MWH hydrogeologist staff for all production wells.

City of Cape Coral | South Wellfield Monitoring Well Network; Cape Coral, FL

Project Technical Lead. Mr. Rectenwald managed the permitting, design, and construction of the monitoring well system. This system includes three Suwannee Limestone monitoring wells which will delineate existing anomalous high salinity plumes near the South Wellfield. He was responsible for field staff providing construction oversight. Mr. Rectenwald also provided QA/QC for describing lithology samples, sample collection and testing, data evaluation, and specific capacity testing.

City of Cape Coral | North Wellfield Monitoring Well Network; Cape Coral, FL

Project Technical Lead. Mr. Rectenwald provided QA/QC review of the North Cape Test Monitoring Well data. He also coordinated staff and reviewed the preparation of the final well completion report. This well was drilled to 1,101 feet bls into the Suwannee Limestone for subsurface exploration and testing. The well was completed with a 6.625-inch diameter FRP final casing cemented to 1,000 feet bls.

City of Cape Coral | Avon Park Test Monitoring Well; Cape Coral, FL

QA/QC Lead. Mr. Rectenwald provided QA/QC review of the Avon Park Test Monitoring Well data. He coordinated staff and reviewed the preparation of the final well completion report. The well was drilled to 2,004 feet bls for subsurface exploration and testing into the Avon Park Formation. The well was plugged to 981 feet bls with a 6.625-inch diameter FRP final casing cemented to 777 feet bls.

Nick Eckhardt, PE

Mr. Eckhardt has fifteen years of experience of commercial and municipal water and wastewater treatment facilities, and is currently responsible for multiple water and wastewater projects with Black & Veatch. In this capacity, he is responsible for a diverse range of utility projects including: studies, preliminary design, detailed design, permitting, construction administration, site inspections and certifications, and quality assurance/ quality control.

Additionally, he has extensive knowledge and experience with residential and commercial swimming pools, spas, interactive water features and non-interactive water features. He has been involved with both public and private sector projects including conceptual design, hydraulic design, code compliance, and multi-discipline coordination.

RELEVANT PROJECT EXPERIENCE

Orange County Utilities | South Water Reclamation Facility, Phase V Improvements; Orlando, FL

Project Engineer. Engineer assigned to design the thickening system which included multiple progressive cavity pumps, two new gravity belt thickeners, as well as modifications and relocations to other existing equipment and piping. Engineer also provided support to other parts of the project; pump station, basin medications, digester medications and odor control. During the construction phase he served as point of contact for submittals, RFIs, Change Orders, and general correspondence with the contractor and client including running the monthly construction meetings.

JEA | Main Street WTP; Jacksonville, FL

Project Engineer. This water plant modification project was delivered design-build. Responsible for preliminary design, bidding, permitting and construction phase services associated with a new 3-million-gallon ground storage tank and an ozone system for hydrogen sulfide treatment. The existing 100-year-old reservoir was replaced with a new pile supported pre-stressed concrete tank. Preliminary design included study of treatment technologies for hydrogen sulfide removal, and cost comparison between ozone and packed towers. Construction phase includes RFIs, Submittals, and final permit certification services.

St. Johns County Utility | Southground Booster Pump Station; St. Augustine, FL

Project Engineer. Responsible for the rehabilitation design of the existing Southgound booster pump station. Design includes reviewing the existing structures and as-built drawings to determine the best manner to rehabilitate the station. Additional responsibilities include coordinating the electrical, Instrumentations/Controls, and structural disciplines; as well permitting. Construction started May 2014 and was completed May 2015.

Private Utilities / Regionalization

Office Location
Tampa, FL

Education
- BS, Civil Engineering, University of North Florida, 2004
- AA, General, St. Johns River Community College, 2000

Professional Registration
PE – 2009, FL, #69144

Years of Experience
14

Years with B&V
11

City of Cape Coral | Reclaimed Water Transmission Main Study; Cape Coral, FL

Project Engineer. Responsible for feasibility study report to expand their reclaimed water distribution system. The study included a new line to transfer water from the Florida Governmental Utility Authority to the City of Cape Coral. The feasibility study report included an evaluation of potential pipeline routes, pipeline construction methods, connection options to the existing reclaimed water system, an environmental assessment, and a review of applicable codes and permits.

Lekmark International Business Center | Sewer Improvements; Lexington, KY

Project Engineer. Responsible for the Design Memorandum for rehabilitation of the existing storm and sanitary sewer for the Lexmark business center which has been experiencing sewer issues on its 700-acre campus. The memorandum included the analysis, evaluation, and recommendations for over 14,000 LF of sanitary sewer ranging from 4-inch to 41-inch with 74 manholes, and approximately 30,000 LF of storm sewer ranging from 4-inch to 12-inch with 272 manholes and/or inlets.

JEA | Royal Lakes and Division St. Force Mains; Jacksonville, FL

Project Engineer. Assisted in final design and DEP, COJ, and FDOT permitting for the two Phases of the new Royal Lakes and the Division Street force mains. Entire design included approximately 20,000 linear feet of 24-inch sewer force main with various connections, valves, and smaller pipe services. Work also included storm water modification and large diameter storm drain changes to allow installation in an existing drainage canal. A road crossing involved 250 LF of micro-tunneling a 42-inch casing below an eight lane FDOT roadway.

Orange County Utilities | Group "5B" Master Pump Stations Replacement/Rehabilitation; Orlando, FL

Project Engineer. Project involved improvements to five master pump stations including new wetwells, pumps, piping, generator, odor control, electrical and instrumentation equipment, and site work. Pump stations range from a duplex with 250 gpm pumps to 6 pump-stations with 1,500 gpm pumps. Design incorporates concepts to maintain existing pump station services and minimizes the need for bypass pumping. Responsibilities include preparation of preliminary report presenting improvement alternatives, basis of design memorandum, detailed design plans and specifications, Bid Phase services, and Construction phase services including as-builts and final certifications.

City of Atlanta | Intrenchment Creek and South River - Water Reclamation Centers; Atlanta GA

Project Engineer. Engineer assigned to various upgrades and additions to the ICWRC decommissioning and SRWRC improvements. Work included a new headworks, equalization storage and transfer pumping at ICWRC, and decommissioning of ICWRC. Work at SRWRC includes new primary clarifiers, sludge pumping, digesters, and upgrades to final clarifiers, blowers, and solids handling. Total flow for both plants is 48 mgd. Engineer provided support on the facilities various component, and was the primary designer for the clarifier scum pump stations using vertical recirculating chopper pumps; the Head House design which included four inline grinders, eight hose pumps, two clarifiers drain pumps, and the basement's sump pumps; and two junction boxes which included various sluice gates and vertical mixers.

Robert Chambers

Mr. Chambers is a manager with extensive utility and consulting experience involving a variety public and private utility projects associated with electric, natural gas, and water and wastewater throughout the southeastern United States. His utility knowledge covers a wide range of utility management and operating issues, including cost of service and rate analysis, financial planning, capital financing, acquisitions and valuations, energy management, customer affordability, business case analysis, and strategic planning.

In addition, Mr. Chambers has served and supported municipal utilities in developing, communicating, and educating various stakeholders about the purpose and value of various business plans which have included, to name a few, long term financial plans, capital acquisition and system expansion alternatives, customer rate and affordability scenarios, and strategic plan roadmaps. Mr. Chambers has presented at national utility programs, such as the American Water Works Association – Utility Management conferences and the Southwest Florida Government Financial Officers Association conferences on topics like demand management, program development, and financial planning. In addition, Mr. Chambers he has earned a Master's of Business Administration with a concentration in Finance from the Crummer Graduate School of Business at Rollins College.

RELEVANT PROJECT EXPERIENCE

Athens Clarke County; Financial Consulting Services; Georgia

Project Manager. Mr. Chambers serves as the project manager in providing several financial and consulting services to Athens-Clarke County Public Utilities Department (PUD). Black & Veatch has served as the utility's financial consultant in supporting the utility with the development of utility rates and fees for the water and sewer system to maintain the appropriate level of revenues to meet utility system obligations. In addition, Black & Veatch was contracted to complete a comprehensive assessment of the utility's water business offices to improve all the existing services provided to customers by the office.

ALCOSAN; Financial Consulting Services; Pennsylvania

Project Manager. ALCOSAN is currently under consent decree and are in negotiations with the Environmental Protection Agency related to the development of a $3.0 billion Wet Weather Plan to address Combined Sewer Overflow. ALCOSAN is the sewer treatment services provider for 83 municipalities in around the City of Pittsburgh and required support in assessing the financial implication associated with implementation this planning. Mr. Chambers served as the Project Manager in leading a team that completed feasibility and business case assessments to demonstrate Alcosan's ability to appropriately fund and maintain the Wet Weather program and negotiate with the Environmental Protection Agency (EPA). Because of these assessments, the project team developed a 20-year financial plan and supported to utility in interfacing with stakeholders and obtaining a multi-year rate increase to support the Wet Weather Plan.

Private Utilities / Regionalization;

Funding Options

Office Location
Coral Springs, FL

Education
- MBA, Finance, Rollins College, 2006
- BS, Finance, University of Central Florida, 2002
- AA, General Studies, Seminole Community College, 2000

Years of Experience
15

Years with B&V
13

City of North Miami; Water and Sewer Financial Consulting Services; Miami, FL

Multiple Roles. Black & Veatch supported the City in completing multiple water and sewer rate studies that included the implementation of conservation based rates to be compliant with the South Florida Water Management District water use mandates. In addition, Black & Veatch supported the City in applying and successfully retaining $30.0 million in State Revolving Loan funding to upgrade the City's water treatment plant. Black & Veatch has completed various additional financial and management consulting project for the City. Through the execution of these project Mr. Chambers has served in various capacities. Currently, Mr. Chambers serves as the Client Manager.

Palm Beach County Water Utilities Department; Strategic Sustainability Plan; Palm Beach County, FL

Project Manager. Black & Veatch assisted the Palm Beach County, FL Water Utilities Department (WUD) with the development its Strategic Sustainability Plan (SSP). The SSP is the WUD's 3rd generation plan and is intended to be the utility's strategic roadmap. Mr. Chambers served as the project manager through the entirety of this engagement.

The work completed included a three-step approach, Situational Analysis; Strategy Development; and Strategic Initiatives and Implementation, to developing the SSP. The project team facilitated workshops to review the goals and objectives in the previous plan, determine how well the utility met previously established goals, identify strategic opportunities, and develop the SSP. In addition, the project team utilized the Effective Utility Management (EUM) framework to provide a measure of how well the utility is performing in key areas of the utility.

Initiatives, strategic, and key performance indicators were developed to plan and adaptively monitor the progress of the WUD in meeting the objectives outlined in the SSP to provide the best water, best service, and best environmental stewardship. At the completion of the process, the project team supported the WUD in educating stakeholders about the purpose and value of the SSP.

San Antonio Water System (SAWS; Financial Consulting Services; San Antonio, TX

Project Manager. Black & Veatch was contracted to perform a comprehensive rates and charges assessment for SAWS. Mr. Chambers is serving as the project manager in completing the water and sewer system rates design and assessments related to special services charges, industrial surcharges, charges for wholesale services, and a complete review of SAWS' customer affordability program.

Mat Powis

Mr. Powis serves as a manager in the Planning and Asset Management group that supports Black & Veatch's Water Division. He has project and modeling experience in helping utilities balance their revenue requirements while maintaining a strong financial position and addressing their aging infrastructure using asset and project capital prioritization and budget optimization; affordability studies; financial forecasting; cost of service rate studies; bond feasibility studies; and valuation analyses.

RELEVANT PROJECT EXPERIENCE

Milwaukee Metropolitan Sewerage District | Facilities Plan; Milwaukee, WI

Lead Consultant. Capital prioritization and optimization task for the development of a comprehensive facilities plan to meet their needs through 2050. He is assisting in the implementation of Black & Veatch's innovated and proven Risk Based Project Prioritization and Optimization solution for their wastewater projects. He is responsible for developing the model, performing the optimization simulations, and developing strategies for the Utility's CIP to manage multiple budget scenarios.

Tulsa Metropolitan Utility Authority (TMUA) | Utility Enterprise Initiative; Tulsa, OK

Lead Consultant. Lead Consultant for the Capital Prioritization and Optimization task of TMUA's Asset Management implementation initiative, Utility Enterprise Initiative. He is assisting in the implementation of Black & Veatch's innovated and proven 'Project Prioritization and Optimization' solution for several water and wastewater projects. He is responsible for leading workshops with engineering and maintenance staff, developing business case approaches for each water/wastewater project, performing Monte Carlo and optimization simulations, and developing strategies for the utility's capital improvement plan (CIP) during a period of tight budget constraints to minimize rate increases. TMUA is currently expanding the Capital Prioritization and Optimization process to their whole CIP and codifying it within their budget cycle.

Johnson County Wastewater | Capital Prioritization and Optimization; Johnson County, KS

Project Manager. Manager for Capital Prioritization and Optimization Pilot Study that included 21 projects from the existing CIP. Business cases were developed and evaluated for each project that include distributions for capital costs, operations & maintenance expenses, revenue, and avoided costs (likelihood and consequence of failure). Utilizing Monte Carlo simulation, net present value (NPV) of costs distributions were calculated for each project. An optimization model was used to schedule projects to maximize NPV benefit and non-financial criteria on a portfolio basis while maintaining existing budget constraints. Several budget constraint levels were assessed to evaluate any cost savings or risk mitigation benefits.

Capital Improvement Project Prioritization

Office Location
Kansas City, MO

Education
- Masters, Finance, University of Missouri Kansas City, 2006
- Bachelors, Business Administration, University of Missouri Kansas City, 2004

Years of Experience
14

Years with B&V
11

City of Wilmington | Wastewater Asset Management Plan; Wilmington, DE

Lead Consultant. Lead Consultant for the Capital Prioritization and Optimization task for the development of an asset management plan for their wastewater assets. He assisted in the implementation of Black & Veatch's innovated and proven Risk Based Project Prioritization and Optimization solution for their wastewater projects. He was responsible for developing the model, performing the optimization simulations, and developing strategies for the utility's CIP to manage multiple budget scenarios.

Hampton Roads Sanitation District | Organizational Risk Framework; Virginia Beach, VA

Lead Consultant. The project involved the development of an ISO 55001 gap assessment and improvement roadmap. Mr. Powis assisted in implementing the program by helping develop an Organizational Risk Framework that included risk policy, roles and responsibilities, risk management processes, consequence criteria, and likelihood criteria for senior management decision making.

Hetch Hetchy Water and Power (HHWP) | Risk-Based Capital Planning; San Francisco, CA

Lead Consultant. Currently the Lead Consultant for developing a short and long-term capital planning processes and supporting models. This will be accomplished by adopting a three-phase approach of definition (data review, scope definition, schedule, and fees), investment plan (risk model development and investment plan development), and provide support to communicate with decision makers. The output of this study will form the core of the HHWP's strategy to address investment drivers such as growth, regulatory, safety, efficiency or cost savings, repair and rehabilitation, and customer service asset replacement strategy.

Sanitation District No. 1 of Northern Kentucky (SD1) | Wastewater and Storm Water Financial Planning and Rate Study; Kentucky

Lead Consultant. Lead Consultant for a comprehensive financial plan and rate study for SD1. The work required the evaluation of revenues and revenue requirements of the wastewater and storm water utilities managed by SD1, as well as the financial position of the District. Key issues addressed include the appropriate allocation of wet weather costs between the wastewater and storm water utilities, allocation of all costs, including wet weather costs, to customer classes within each utility, and review and recommendation of appropriate rate structures to recover such costs in an equitable manner. Mr. Powis also helped evaluate affordability concerns, particularly related to the wastewater utility, as the District is currently under a federal consent decree and is currently negotiating projects and schedule with federal regulators.

Citizens Energy Group | Water and Wastewater Cost of Service Study; Indianapolis, IN

Project Manager. Manager for the development of cost of service and rate studies for the water and wastewater utilities owned by Citizens Energy Group. Tasks included developing cost of service allocations to functional cost components and the various water and wastewater customer classes. Also performed rate design functions to recover cost of service rates and analyzed transition from declining block rate structure to a more conservation-oriented rate structure.

Katy Weidner, PE

Ms. Weidner serves as a Senior Infrastructure Planning Engineer for the East Region of Black & Veatch Water Americas. She currently concentrates on modeling and planning of water distribution and wastewater collection systems and has 7 years of experience. She specializes in the development, calibration, and application of hydraulic models using software packages such as InfoWorks, InfoWater, InfoSewer, SewerGEMS, Mike Urban and InfoSWMM.

RELEVANT PROJECT EXPERIENCE

Gloucester County | Water and Wastewater Master Plan; Gloucester County, NJ

Senior Planning Engineer. Black & Veatch prepared a 20-year master plan for Gloucester County's water distribution system and wastewater collection system. Gloucester County's wastewater flows are delivered to the HRSD system for treatment via a manifold force main that runs along Highway 17. Katy was responsible for modeling the future year wastewater scenarios using Mike Urban. Recommended improvements were developed for each planning year and included in the final Master Plan report.

Winston-Salem/Forsyth County Utilities Commission (CCUC) | iCIP Tool Updates; Winston-Salem, NC

Senior Planning Engineer. Updated the interactive capital improvements plan (iCIP) tool that was developed during the 2015 Master Plan. The tool was updated to incorporate all capital projects in the CCUC budget including treatment and water distribution improvements. The GIS portion of the tool was updated to the latest version and link to the water system geodatabase. Additional functionality was added to the spreadsheet to link individual projects into "program" projects to better manage budget line items.

City of Tampa, FL | Water Master Plan; Tampa, FL

Planning Engineer. Updated the water distribution system hydraulic model using Innovyze InfoWater. Katy worked to allocate average day and maximum day demand throughout the system. Additionally, non-revenue water was allocated based on known main break locations.

York County Engineering | Western Water System Master Plan; York County, SC

Senior Planning Engineer. Black & Veatch prepared a 25-year Master Plan for York County's western water distribution system. Project included: updating and calibrating the County's hydraulic model using InfoWater software; population, growth, and demand projections; system capacity, reliability, and improvement analyses; water quality analysis and modeling; pressure zone and energy management assessments; model transfer and training; development of recommending CIP and interactive (iCIP) tool; preparation of a master plan report. At the time of the project, the County's western water system served approximately 1,600 retail and wholesale customer

Adaptive Planning Tools

Office Location
Charlotte, NC

Education
- MS, Civil Engineering, Virginia Polytechnic and State University Blacksburg, VA 2012
- BS, Civil Engineering, Clemson University Clemson, SC 2010

Professional Registration
PE – 2014, NC, #042164

Years of Experience
6

Years with B&V
6

accounts at an average day system demand of approximately 2 mgd. The system included 1 pumping stations, 1 ground storage tank, and 3 elevated storage tanks.

Charlotte Water | Water Distribution System Master Plan; Charlotte, NC

Planning Engineer. Supported Master Planning activities such as Demand Projections, Field Testing, Facilities Assessments, and CIP development. The model results along with facilities assessments were used to construct a Capital Improvements Plan, which included the capacity based improvements identified in the model as well as condition driven projects. Charlotte Water provides water and sewer service to all of Mecklenburg County.

Philadelphia Water Department | Hydraulic Evaluation; Philadelphia, PA

Hydraulic Analyst. Used InfoSWMM to model influent flows into the NEWWTP for scenarios based on downstream flow constraints within the plant. The utility needed to investigate how upstream improvements to existing parallels and grit chambers would impact plant flows.

Tampa Bay Water | System Engineering: Hillsborough; Pasco and Pinellas Counties, FL

Engineering Co-op. Developed a risk analysis for a short list of water supply projects based on land use and EPA designated superfund sites. The analysis was completed using ArcGIS to determine proximity of the supply projects to potential hazards.

Charlotte Water | Long Creek WWTP/Mount Holly Evaluation; Charlotte, NC

Senior Planning Engineer. CLT Water is planning to construct a new regional wastewater treatment plant (WWTP) in Mecklenburg County adjacent to CLT Water's Long Creek Pumping Station to serve the Cities of Belmont and Mount Holly in Gaston County and the City of Charlotte and the Clariant Corporation at ReVenture Park in Mecklenburg County. Based on the proposed schedule, the Mount Holly Pump Station (PS), force main and equalization tanks to transfer flow across the Catawba River to the CLT Water system will be completed by 2020 and the Long Creek WWTP will be in service two years later (2022). The focus of this project is to determine how flow from Mount Holly will be managed during the interim 2-year period between when the Mount Holly PS is on-line and when the Long Creek WWTP is operational.

Charlotte Water | Long Creek WWTP Preliminary Engineering Report; Charlotte, NC

Senior Planning Engineer. Supported flow projections and development of diurnal patterns and peak hydraulic conditions for the future Long Creek WWTP. Previous modeling results, supplemented with flow metering data, were extrapolated to estimate equalization basin and influent pump station sizing. The Long Creek Regional WWTP Project will be constructed in two phases. The Phase I WWTP facility will have an initial capacity of 15 mgd and will treat wastewater generated from the Long Creek, Gar Creek, Catawba Creek, Lower Mountain Island basins, CLT Water's SIUs in the region, and Mount Holly, including Mount Holly's significant industrial users (SIUs) and flow received from the Town of Stanley.

Chad Barker

Mr. Barker has 25 years of experience in the civil, water, wastewater, and transportation construction industry, with experience on multiple sizes and types of roadwork, sitework, pipeline, WWTP, WTP, industrial process and other major transportation infrastructure and utility infrastructure projects. In addition to developing detailed project cost estimates, he has also developed detailed cost tracking systems, effectively managed projects, and personnel, as well as operated a medium sized, self-performance contracting firm during my time in the industry.

RELEVANT PROJECT EXPERIENCE

City of Morro Bay | Water Reclamation Facility Design-Build; Morro Bay, CA

Principal Estimator. Replacement of an aging wastewater treatment facility near the city's waterfront with a state-of-the-art water reclamation facility on a greenfield site located 1.5 miles inland. The facility was designed to produce IPR-quality water for aquifer recharge. Value: $66M.

California Water Service | Palos Verdes Pipeline Project Progressive Design-Build; Palos Verdes, CA

Principal Estimator. Progressive design-build project to rehabilitate water infrastructure on the Palos Verdes peninsula. Project consists of approximately 7 miles of large diameter (24-inch and 30-inch) buried potable water pipeline and a booster station. The alignment is threaded through dense neighborhoods, equestrian trails, schools and community facilities, and environmentally sensitive areas. Value: $50 million.

Parker Water and Sanitation District | Water Resources Centralization Progressive Design-Build, Phase 1B; Parker, CO

Principal Estimator. Progressive design-build of nine miles of groundwater conveyance systems, a 100,000-gallon reservoir, four miles of distribution pipeline, pump stations, and disinfection modifications to existing well houses. Value: $40M.

Clean Harbors, Inc. | El Dorado Incinerator Expansion; El Dorado, AR

Senior Estimator. Competitive design-build of the first new hazardous waste incinerator in the US in 25 years. Project consisted of rotary kiln, secondary combustion, ash conveyance, APC systems along with accompanying structural steel supports and platforms. Mr. Barker was responsible for Civil, Structural, and Mechanical systems for hazardous waste incinerator. He also provided coordination with internal and external design teams and major equipment vendors. Value: $88M.

NAVFAC | NAS JRB NOLA Water Distribution System; Belle Chasse, LA

Lead Estimator. Competitive design-build of new water distribution system for existing operational Naval Air Station. Project consisted of over 40K linear feet of new fire and water pipelines along with new fire pump station and refurbishing of existing storage towers and tanks. Mr. Barker was lead estimator through the pursuit

Cost Estimating

Office Location
Orlando, FL

Education
- Civil Engineering Coursework, University of South Florida
- AA, Hillsborough Community College, 1995

Professional Registration
Florida Licensed Underground Utility and Excavation Contractor #CUC057098

Years of Experience
27

Years with B&V
1

development and execution of the project after award. He worked closely with the design team during proposal and final designs to provide highest project value, and negotiated and procured all project vendors and subcontractors. Value: $19M.

California American Water | Desalination Facility; Monterey, CA

Senior Estimator. Competitive design-build of a new 9.6 mgd advanced desalinization water treatment facility. Mr. Barker was responsible for civil, structural, and mechanical systems for desalination facility. He coordinated with internal and external design teams and major equipment vendors, and procured quotes for Divisions 2 – 16. Value: $92M.

Okaloosa County | Arbennie Pritchett Water Treatment Facility Expansion; Eglin AFB, FL

Lead Estimator. Competitive design-build of 5.0 mgd expansion to existing wastewater treatment facility. Mr. Barker was lead estimator through the pursuit development and execution of the project after award. He coordinated with internal and external design teams and major equipment vendors, and procured and negotiated quotes for Divisions 2 – 16. Value: $18M.

USACE | JBLM WWTP Construction; Fort Lewis, WA

Lead Estimator. Competitive design-build of new 12.0 mgd wastewater treatment facility. Mr. Barker was responsible for civil, structural, and mechanical systems for desalination facility. He coordinated with internal and external design teams and major equipment vendors, and procured quotes for Divisions 2 – 16. Value: $80M.

USACE | Ft. Irwin Advanced Water Treatment Facility; Fort Irwin, CA

Lead Estimator. Competitive design-build of new 6.0 mgd wastewater treatment facility. Mr. Barker was responsible for civil, structural, and mechanical systems for desalination facility. He coordinated with internal and external design teams and major equipment vendors, and procured quotes for Divisions 2 – 16. Value: $90M.

Laura Fletcher

Laura is a results-driven graphic designer with the skills, qualifications, and experience to produce fresh and effective solutions to creative assignments. She is passionate, innovative, and adept at transforming business needs into eye-catching designs. She is skilled in publication design, traditional print media, interactive media design and digital asset management and possesses the ability to effectively communicate with team and clients to produce collaborative ideas and create compelling projects on schedule while balancing multiple projects.

Laura is an experienced and accomplished user of: Adobe Creative Suite, including Photoshop, Illustrator, InDesign, Dreamweaver, and Premiere Pro; HTML; Microsoft Office, including Word, Excel, and PowerPoint.

RELEVANT WORK EXPERIENCE

Black & Veatch

Creative Specialist. Design aerial graphics, proposal layout, icons, PowerPoint slides, conference posters and more to drive marketing efforts for the Water business.

Other responsibilities:

- Full pursuit development through qualifications, proposal and interview to include cover layout, tab design, all graphics and tables, icons, 3D concepts and PowerPoint layout
- Drive forward-thinking and innovation to keep proposals fresh and presentations state-of-the-art; participate on the proposal and packaging development team, Bluebeam training team, efficiency, and effectiveness team to push ProjectWise implementation, and meetings to generate presentation and leave behind ideas
- Assist with redesign and standardization of proposal templates
- Interview potential new professionals and act as a learning advocate during their on-boarding process

Freightquote.com

Print Media Designer/Sales. Primary print designer for all proposals, collateral, advertisements, billboards, and presentations. Collaborate with marking team to determine best advertising concepts and direction.

Other responsibilities:

- Redesign the RFP presentation and customize for customers as requested, approximately 20 per day
- Assist with the redesign of the internal web site using Joomla
- Design yearly advertisement for Inbound Logistics magazine

Graphics / Presentations

Office Location
Kansas City, MO

Education
- Bachelor of Fine Arts – Graphic Design, University of Missouri
- Florence Academy of Art, Photography
- Art Institute, Interactive Media Design

Years of Experience
11

Years with B&V
5

- Attend weekly marketing meetings to collaborate ideas and discuss best methods for company growth
- Update company pages for Twitter, Facebook, and company blog
- Responsible for the management and servicing of approximately 200 customer accounts

IAAP

Layout & Design Coordinator. Senior designer of OfficePro, a monthly professional magazine with a circulation of 28,000. Responsible for creative concept development, layout and design, ad management, artistic consistency with the branding of the magazine and final production.

Other responsibilities:

- Design brochures, publication covers, specialty publications, e-blasts, and logos for company-related events
- Analyze customer-prepared publication files from Microsoft, OfficeTeam, Smead, Pendaflex and more to ensure accuracy and printability
- Participate in the assessment and planning of improved company committee strategies; instrumental in creation of new marketing committee to evaluate processes and suggest new marketing opportunities
- Serve in leadership role as manager of staff activities committee and company coordinator for Kansas City Corporate Challenge

Multi Service Corporation

Graphic Designer. Coordinate and manage design projects for multiple Multi Service companies, including Phase Technology, Solid Drive, eVIVA, The Athletic Club of Overland Park, MSE Audio and Induction Dynamics. Responsible for collaboration between design team and company representatives on each project; also responsible for scheduling and task management of corporate projects to ensure that deadlines are met.

Other responsibilities:

- Design materials and assist with marketing needs for launch of eVIVA, a credit card program for transportation companies
- Create technical manuals and specification sheets for various speaker systems sold by MSE Audio, Phase Technology, and Induction Dynamics
- Increase membership and program attendance for The Athletic Club by identifying and implementing new marketing opportunities and strategies
- Design program books, product brochures, tournament and company apparel, company newsletters, posters, and mailers for promotions; update websites

PART IV - SUBMITTAL FORMS
PROPOSAL SUBMITTAL SIGNATURE FORM

1.	Project Team Name and Title	Years experience	City of office individual will work out of for this project	City individual's office is normally located	City of individual's residence
	Please See Attached				

2.	Magnitude of Company Operations	
	A) Total professional services fees received within last 12 months:	$ 1,242,394,193.00
	B) Number of similar projects started within last 12 months:	13
	C) Largest single project to date:	$ 3,058,775,825.00

3.	Magnitude of Charlotte County Projects	
	A) Number of current or scheduled County Projects	0
	B) Payments received from the County over the past 24 months (based upon executed contracts with the County).	$ 0

4.	Sub-Consultant(s) (if applicable)	Location	% of Work to be Provided	Services to be Provided
	DMK Associates Inc.	Venice FL	15%	Research & Data Gathering, GIS, Service Area Delineation, Cost Estimating
	Stantec Consulting Services	Sarasota, FL	4%	History & Background, QA/QC
	Smart Water Products and Services	Decatur, GA	1%	Desktop & Field Water Quality Data Collection

5. Disclosure of interest or involvement: List below all private sector clients with whom you have an active pending contract and who have an interest within the areas affected by this project. Also, include any properties or interests held by your firm, or officers of your firm, within the areas affected by this project.

	Firm	Address
	Phone #	Contact Name
	Start Date	Ending Date
	Project Name/Description	
	N/A	

NAME OF FIRM Black & Veatch Corporation

(This form must be completed and returned)

6. Minority Business:	**Yes** _____ **No** ✓
The County will consider the firm's status as an MBE or a certified MBE, and also the status of any sub-contractors or sub-consultants proposed to be utilized by the firm, within the evaluation process.	
Comments or Additional Information:	

The undersigned attests to his/her authority to submit this proposal and to bind the firm herein named to perform as per contract, if the firm is awarded the Contract by the County. The undersigned further certifies that he/she has read the Request for Proposal, Terms and Conditions, Insurance Requirements and any other documentation relating to this request and this proposal is submitted with full knowledge and understanding of the requirements and time constraints noted herein.

By signing this form, the proposer hereby declares that this proposal is made without collusion with any other person or entity submitting a proposal pursuant to this RFP.

In accordance with section 287.135, Florida Statutes, the undersigned certifies that the company is not on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, and does not have business operations in Cuba or Syria (if applicable) or the Scrutinized Companies that Boycott Israel List, or is not participating in a boycott of Israel.

As Addenda are considered binding as if contained in the original specifications, it is critical that the Consultant acknowledge receipt of same. The submittal may be considered void if receipt of an addendum is not acknowledged.

Addendum No. 1 Dated 1/7/19 Addendum No._____ Dated_____ Addendum No._____ Dated_____

Addendum No._____ Dated_____ Addendum No._____ Dated_____ Addendum No._____ Dated_____

Type of Organization (please check one):

INDIVIDUAL	(_)
PARTNERSHIP	(_)
CORPORATION	(✓)
JOINT VENTURE	(_)

Black & Veatch Corporation — Firm Name

239-703-8300 — Telephone

N/A — Fax

Fictitious or d/b/a Name

43-1833073 — Federal Employer Identification Number (FEIN)

8400 Ward Parkway — Home Office Address

Kansas City, MO 64114 — City, State, Zip

104 — Number of Years in Business

4415 Metro Parkway, Suite 200, Fort Myers, FL 33916 — Address: Office Servicing Charlotte County, other than above

Mike McGee, PE | Project Manager — Name/Title of your Charlotte County Rep.

941-740-2922 — Telephone

N/A — Fax

Rafael E. Frias, PE | Associate Vice President — Name/Title of Individual Binding Firm (Please Print)

Signature of Individual Binding Firm

13 February 2019 — Date

McgeeM@bv.com — Email Address

(This form must be completed & returned)

ATTACHMENT TO PROPOSAL SUBMITTAL SIGNATURE FORM

Project Team

NAME AND TITLE	YEARS OF EXPERIENCE	CITY OF OFFICE INDIVIDUAL WILL WORK OUT OF FOR THIS PROJECT	CITY INDIVIDUAL'S OFFICE IS NORMALLY LOCATED	CITY OF INDIVIDUAL'S RESIDENCE
Mike McGee Project Manager	27	Fort Myers, FL	Fort Myers, FL	Port Charlotte, FL
Amanda Schwerman Planning Manager; Water System Evaluation Team Lead	13	Tampa, FL	Tampa, FL	St. Petersburg, FL
Mark Martin Project Director	31	Fort Myers, FL	Fort Myers, FL	For Myers, FL
Kevin Laptos Technical Advisor	28	Charlotte, NC	Charlotte, NC	Charlotte, NC
Bob Hulsey Technical Advisor; Current and Future Regulations	30	Kansas City, MO	Kansas City, MO	Leawood, KS
Kreg Maheu *(DMK)* Research and Data Gathering Team Lead	35	Venice, FL	Venice, FL	Englewood, FL
Ron Parker Water Quality Analysis Team Lead	36	Tampa, FL	Tampa, FL	Tampa, FL
Deanna Hamilton Document Water Master Plan Team Lead	8	Tampa, FL	Tampa, FL	Tampa, FL
Dick Michael *(Stantec)* History and Background	45	Sarasota, FL	Sarasota, FL	Charlotte County, FL
Bob Stanley *(DMK)* Desktop & Field Data Collection; Cost Estimating	43	Venice, FL	Venice, FL	Bradenton, FL
Paul West *(Smart Water)* Desktop & Field Data Collection	22	Decatur, GA	Decatur, GA	Atlanta, GA
Brian Lendt GIS Specialist; System Expansion & Service Area Delineation	18	Kansas City, MO	Kansas City, MO	Kansas City, MO
Mary Ann Lind *(DMK)* GIS Specialist	22	Venice, FL	Venice, FL	Fort Myers, FL
Casey Marika Projections and Water Use	1	Tampa, FL	Tampa, FL	St. Petersburg
Ray Steele *(DMK)* System Expansion & Service Area Delineation	30	Venice, FL	Venice, FL	Englewood, FL
Andrew Chastain-Howley Conservation Program and Reuse Impacts	19	Fort Worth, TX	Fort Worth, TX	Dallas TX
Vasu Veerapaneni Water Treatment	30	Kansas City, MO	Kansas City, MO	Leawood, KS
Emily Tummons Distribution System Water Quality	7	Kansas City, MO	Kansas City, MO	Kansas City, MO

NAME AND TITLE	YEARS OF EXPERIENCE	CITY OF OFFICE INDIVIDUAL WILL WORK OUT OF FOR THIS PROJECT	CITY INDIVIDUAL'S OFFICE IS NORMALLY LOCATED	CITY OF INDIVIDUAL'S RESIDENCE
Erin Briggeman Chemical Feed Systems	16	Kansas City, MO	Kansas City, MO	Leawood, KS
Chris Owens Water System O&M	12	Tampa, FL	Tampa, FL	Palm Harbor, FL
Saheb Mansour-Rezaei Hydraulic Modeling & System Evaluation	5	Tampa, FL	Tampa, FL	Tampa, FL
Brandy Thigpen Hydraulic Modeling & System Evaluation	20	Phoenix, AZ	Phoenix, AZ	Phoenix, AZ
Samantha Nehme *(Stantec)* QA/QC	4	Sarasota, FL	Sarasota, FL	Sarasota County, FL
James Maher Water Quality Modeling	13	Kansas City, MO	Kansas City, MO	Kansas City, MO
Isabel Botero Potable Water Facilities	18	Coral Springs, FL	Coral Springs, FL	Wellington, FL
Ed Rectenwald Regional Water Supply Planning	23	Fort Myers, FL	Fort Myers, FL	Fort Myers, FL
Nick Eckhardt Private Utilities / Regionalization	14	Tampa, FL	Tampa, FL	Land O Lakes, FL
Robert Chambers Private Utilities / Regionalization; Funding Options	15	Coral Springs, FL	Coral Springs, FL	Boca Raton, FL
Mat Powis Capital Improvement Project Prioritization	14	Kansas City, MO	Kansas City, MO	Kansas City, MO
Katy Weidner Adaptive Planning Tools	6	Charlotte, NC	Charlotte, NC	Charlotte, NC
Chad Barker Cost Estimating	27	Orlando, FL	Orlando, FL	Orlando, FL
Laura Fletcher Graphics / Presentations	11	Kansas City, MO	Kansas City, MO	Overland Park, KS

AFFIDAVIT

Proposer affirms that information provided as it relates to Location & Facilities of Working Office is true and meets the definition and criteria as defined below:

Local office means the company has a valid Business Tax License issued by Charlotte County, Sarasota County or DeSoto County for at least 6 months prior to the proposal submission to do business within Charlotte County, Sarasota County or DeSoto County that authorizes the business to provide the services, and a physical business address located within the limits of Charlotte County, Sarasota County or DeSoto County from which the company operates or performs business. Post Office Boxes are not verifiable and shall not be used for the purpose of establishing said physical address. In addition to the foregoing, a company shall not be considered having a "Local Office" unless it contributes to the economic development and well-being of Charlotte County, Sarasota County or DeSoto County in a verifiable and measurable way (as identified by the criteria below). Also, companies must demonstrate and document the in-County/in-office capability and availability of the personnel working in the local office and the type of services performed at this location that is pertinent to the type of project. Companies shall affirm in writing their compliance with the foregoing at the time of submitting their proposal to be eligible for consideration as having a "Local Office". A company who misrepresents the local preference status of its company in a proposal to the County will lose the privilege to claim local preference for a one year period.

Please identify below by placing a checkmark next to the appropriate criteria and related points. Also, provide any documentation that substantiates the information given in this affidavit. Charlotte County reserves the right to request supporting documentation as evidence to substantiate the information given in this affidavit. Failure to do so will result in the proposer's submission being deemed non-responsive.

Location & Facilities of Working Office:

Length of time "Local Office" established:

__ Local Office has been established more than 3 years	15 Points
__ Local Office has been established between 1 to 3 years	10 Points
__ Local Office has been established between 6 months to 1 year	5 Points
__ Local Office has been established less than 6 months	0 Points

Location of "Local Office":

__ Headquarters located within the boundaries of Charlotte, Sarasota, or DeSoto County	20 Points
__ Satellite office located within the boundaries of Charlotte, Sarasota, or DeSoto County	15 Points
✓ No local office presence	0 Points

Residencies of personnel which live in Charlotte, Sarasota or DeSoto County and are employed with the Prime Firm's Office; the Prime Firm's Office is defined as the office performing the services for this project:

__ 50 % or more live in Charlotte, Sarasota or DeSoto County *	5 Points
✓ 25 % to 49 % live in Charlotte, Sarasota or DeSoto County *	3 Points
__ Up to 25 % live in Charlotte, Sarasota or DeSoto County *	2 Points
__ None of the personnel live in Charlotte, Sarasota or DeSoto County	0 Points

*Personnel Affidavit attached to be completed by each person living in Charlotte, Sarasota or DeSoto County.

NAME OF FIRM Black & Veatch Corporation

(This form must be completed and returned)

Affidavit Cont'd:

Use of Local Sub-Consultants (Sub-Consultants meeting "Local Office" definition):

☑	Local Sub-Consultants on team with Prime	10 Points
☐	Local Prime is performing all services in-house	10 Points
☐	No local Sub-Consultants on team	0 Points

Sub-Consultant Name: DMK Associates, Inc.

Address: 421 Commercial Ct., Suite C-D, Venice, FL 34292

Sub-Consultant Name: Stantec Consulting Services

Address: 5172 Station Way Sarasota, FL 34233

Company Name: Black & Veatch Corporation

Signature: _____

Title: Associate Vice President

Year Business Established: 1915 Circle the appropriate County: Charlotte DeSoto Sarasota

State of Florida
County of Broward

Sworn to and subscribed before me, a Notary Public, for the above State and County on this 7th Day of February, 2019.

Kevin Cevallos August 23, 2019

Notary Public Commission Expiration

(Affix Official Seal)

KEVIN CEVALLOS
Commission # FF 911997
My Commission Expires
August 23, 2019

The signee of this Affidavit guarantees, as evidenced by the sworn affidavit required herein, the truth and accuracy of this affidavit to interrogatories hereinafter made.

(This form must be completed & returned)

PERSONNEL AFFIDAVIT

The undersigned affiant says as an employee of the proposer listed below that "I live within the boundaries of Charlotte County, Sarasota County or Desoto County".

Proposer / Company Name: Black & Veatch Corporation

Request for Proposal Number: 2019000221

Title of Project: Potable Water Master Plan

Circle the appropriate County: (Charlotte) DeSoto Sarasota

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: Mike McGee PE

Signature: _____

Title: Project Manager

WITNESSES:

Signed By: _____ Signed By: _____

Print Name: Mark E. Martin Print Name: E. EDWARD RETTENWALD

Date: 2/7/2019 Date: 2/7/2019

DRUG FREE WORKPLACE FORM

The undersigned vendor in accordance with Florida Statute 287.087 hereby certifies that Black & Veatch Corporation (name of business) does:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).

4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.

6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

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

Proposer's Signature

13 February 2019

Date

END OF PART IV

(This form must be completed & returned)

Charlotte County Board Of County Commissioners
Agenda Item Summary

Item Number: F - 2.

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1 DEPARTMENT MAKING REQUEST

Purchasing

2 MEETING DATE

3/26/2019

3 REQUESTED MOTION/ACTION

a) Approve ranking of firms for Request For Proposal #19-193, Master Plan-Supervisory Control and Data Acquisition (SCADA): 1st - McKim & Creed, and 2nd - Woodard & Curran; and
b) Approve start of negotiations; and
c) Authorize the Chairman to sign the contract upon completion of negotiations. This is for a firm to develop a SCADA Master Plan for the Charlotte County Utilities Department (CCUD).

4 AGENDA

5 IS THIS ITEM BUDGETED (IF APPLICABLE) -

Budget Action
No action needed.

Financial Impact Summary Statement
None.

Detailed Analysis Attached -

Budget Officer-

6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)

This is for a firm to develop a SCADA Master Plan, and shall include all hardware, software, network, database, and functional elements of the SCADA infrastructure at CCUD.

Professional Services Committee members consisting of Dave Watson, Utilities Service Manager, Kevin Mangels, Network Services Manager; and John Elias, Director of Public Works evaluated the two (s) submittals and had discussions with the firms. A breakdown of the ranking is attached, along with a copy of the two submittals.

ATTACHMENTS:

File Name	Description	Upload Date	Type
191934a.pdf	tabsheet	2/25/2019	Backup Material
19-193_submittal-McKim___Creed.pdf	submittal-Mckim Creed	2/25/2019	Backup Material
19-193_submittal-Woodard_Curran.pdf	submittal-Woodard Curran	2/25/2019	Backup Material

CHARLOTTE COUNTY BOARD OF COMMISSIONERS
RFP 2019000193
SUPERVISORY CONTROL & DATA ACQUISITION
TABULATION SHEET

	Cat I		Cat II		Cat III		Cat IV (total points)				Cat V		Cat VI		Cat VII		Cat VIII		Cat IX		Cat X		TOTAL
	Wt.	20	Wt.	20	Wt.	15	A	B	C	D	Wt.	10	Wt.	10	Wt.	10	Wt.	3	Wt.	1	Wt	1	100.0
	Score	Total	Score	Total	Score	Total	15	20	5	10	Score	Total	Score	Total	Score	Total	Score	Total	Score	Total	Score	Total	500.0
McKim & Creed	4.4	88.0	4.4	88.0	4.3	64.5	15	15	0	10	4.3	43.0	4.6	46.0	4.1	41.0	4.0	12.0	3.0	3.0	4.7	4.7	430.2
Woodard & Curran	3.8	76.0	3.6	72.0	3.6	54.0	0	0	0	0	3.8	38.0	3.5	35.0	2.7	27.0	3.3	9.9	5.0	5.0	4.3	4.3	321.2

**Denotes Minority Business (Consultant and/or Subconsultant)

Categories (Value):

I. Team Proposed (1 - 5)
II. Management Plan (1 - 5)
III. Previous Experience of Proposed Team (1 - 5)
IV. Location/Facilities of Working Office(s)
  A .Length of Time-Local Office (0 - 15)
  B. Location of Local Office (0 - 20)
  C. Personnel Living in Local Prreference Area (0 - 5)
  D. Use of Local SubContractors (0 - 10)
V. Project Control (1 - 5)
VI. Present Proposed Approach (1 - 5)
VII. Recently Accomplished Similar Projects (1 - 5)
VIII. Experience & Capabilities (1 - 5)
IX. Volume of Work (0 - 5)
X. Litigation Involvement (1 - 5)

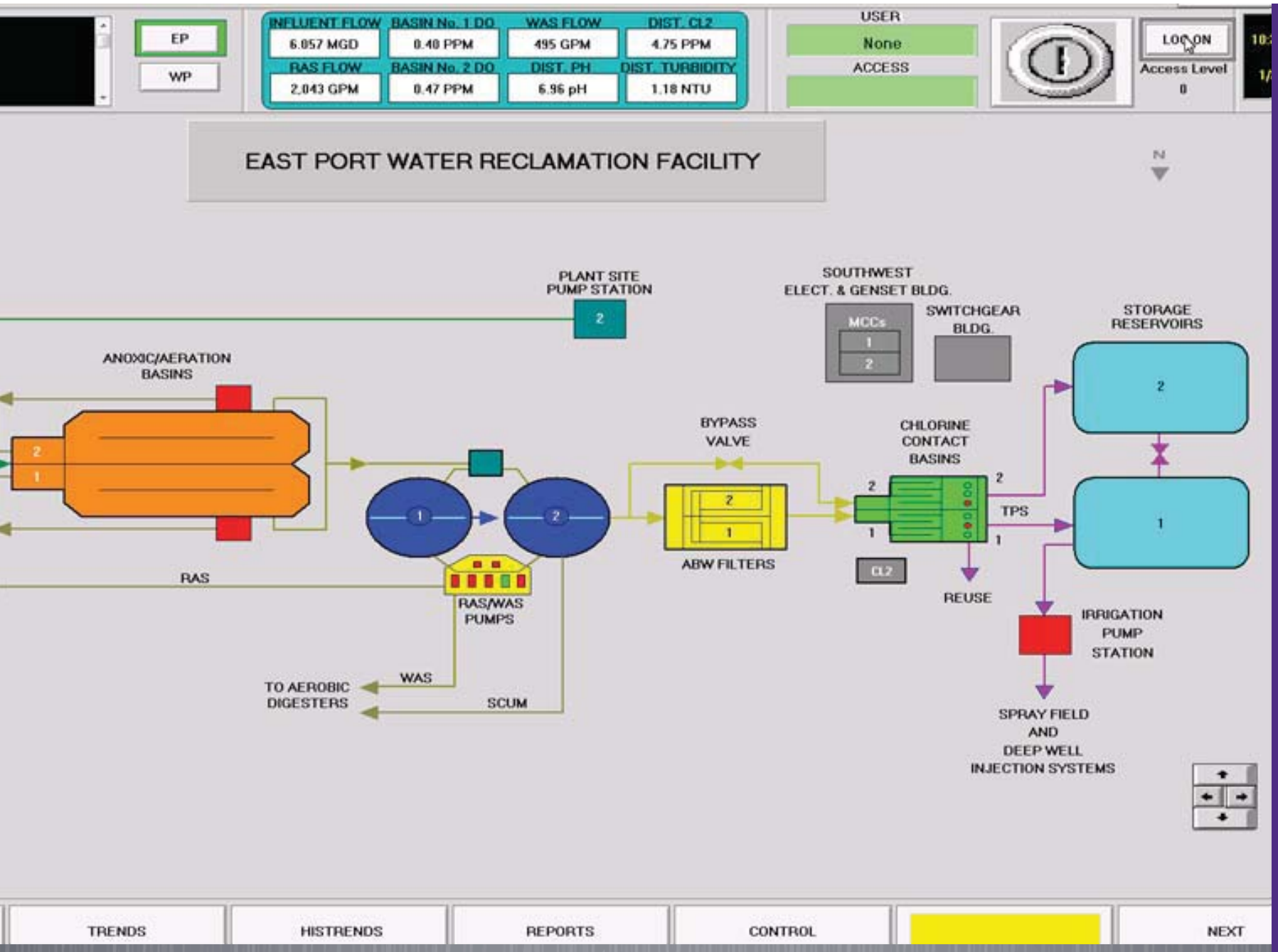
Total Possible Points: 500

MEMBER SIGNATURE: _____
Dave Watson, Utilities Service Manager

MEMBER SIGNATURE: Kevin L Mangels
Kevin Mangels, Network Services Manager, IT

MEMBER SIGNATURE: John Elias
John Elias, Director, Public Works

Date: February 25, 2019



RFP #2019000193

MASTER PLAN –

SUPERVISORY CONTROL & DATA ACQUISITION

SUBMITTED TO:

CHARLOTTE COUNTY, FL | 18500 MURDOCK CIR, STE 344
PORT CHARLOTTE, FL 33948

SUBMITTED BY:

MCKIM & CREED | SARASOTA, FL
941.379.3404 | MCKIMCREED.COM

McKIM&CREED

McKIM&CREED

January 30, 2019

Carole A. Smith, CPPB
Senior Contract Specialist
Charlotte County Administration Center
18500 Murdock Circle, Suite 344
Port Charlotte, FL 33948

RE: RFP #2019000193
MASTER PLAN - SUPERVISORY CONTROL AND DATA ACQUISITION

Dear Ms. Smith and Members of the Selection Committee:

CLIENT-FOCUSED APPROACH / How can Charlotte County best utilize recent advancements made in SCADA system technology? What is the most cost-efficient manner in which to implement a SCADA Master Plan for water and wasterwater systems? How can the Charlotte County plan for the future, mitigate risk, reduce energy usage and decrease costs by implementing this plan?

These are some of the questions McKim & Creed will address to help you evaluate and establish the path for your water and wastewater systems' future through a SCADA Master Plan. McKim & Creed is among the most experienced SCADA master planning firms in the Southeast, with 13 SCADA professionals located in Tampa Bay who have worked with dozens of utilities on SCADA-related projects. We will use our intimate knowledge of your SCADA systems, coupled with our understanding of system operations, to develop an effective system that will carry the County well into the future.

As part of this SCADA Master Plan, McKim & Creed will determine the most appropriate path to update your diverse SCADA-related facilities and look at the latest technology trends to determine the best fit for your needs. This will enable you to manage your systems more efficiently and with fewer burdens on operating staff, resulting in time and cost savings.

Charlotte County will receive unparalleled service and knowledge from McKim & Creed's proposed project team which, as demonstrated in our submittal, has proven expertise in SCADA and telemetry systems, integration of software and hardware platforms, communications and control systems design, and PLC and HMI programming. Mr. Michael Tweedel, PE, brings more than 30 years of experience planning, designing and implementing SCADA and communications systems and will provide overall management of this project. The McKim & Creed team will ensure your goals are met, providing visualization of a sustainable master plan for an optimized IT and SCADA system for your water and wastewater system.

We appreciate your consideration and look forward to working with Charlotte County. Please contact me should you have any questions.

Sincerely,
McKim & Creed, Inc.

Mike Stoup, PE
Assistant Vice President

162091

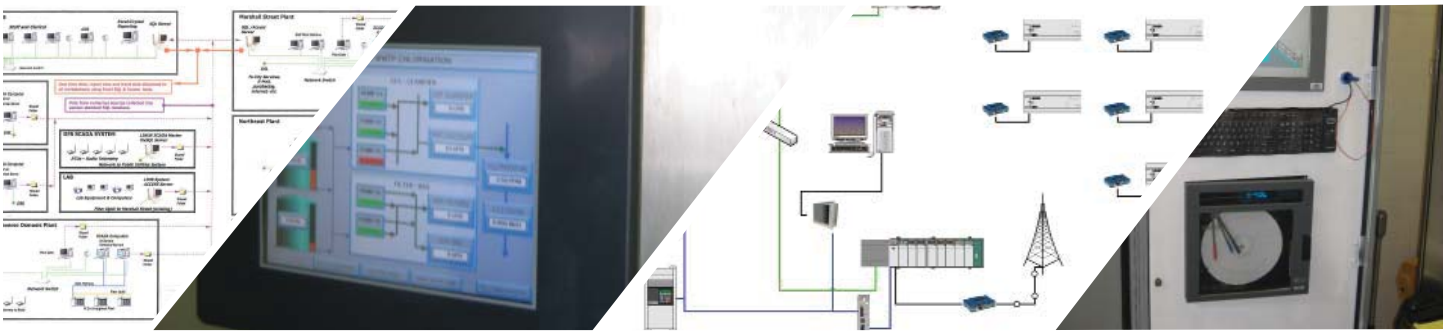


TABLE OF CONTENTS

03 Team Proposed for This Project

06 Proposed Management Plan

07 Previous Experience of Team

10 Location of Working Office

14 Project Control

17 Proposed Approach

25 Examples of Similar Projects

32 Additional Experience and Capabilities

35 Volume of Work

37 Litigation

38 Minority Business

39 Appendix

McKim & Creed, Inc.
551 N. Cattlemen Rd., Ste 106
Sarasota, FL 34232
941.379.3404 | mckimcreed.com

McKIM&CREED

TEAM PROPOSED FOR THIS PROJECT

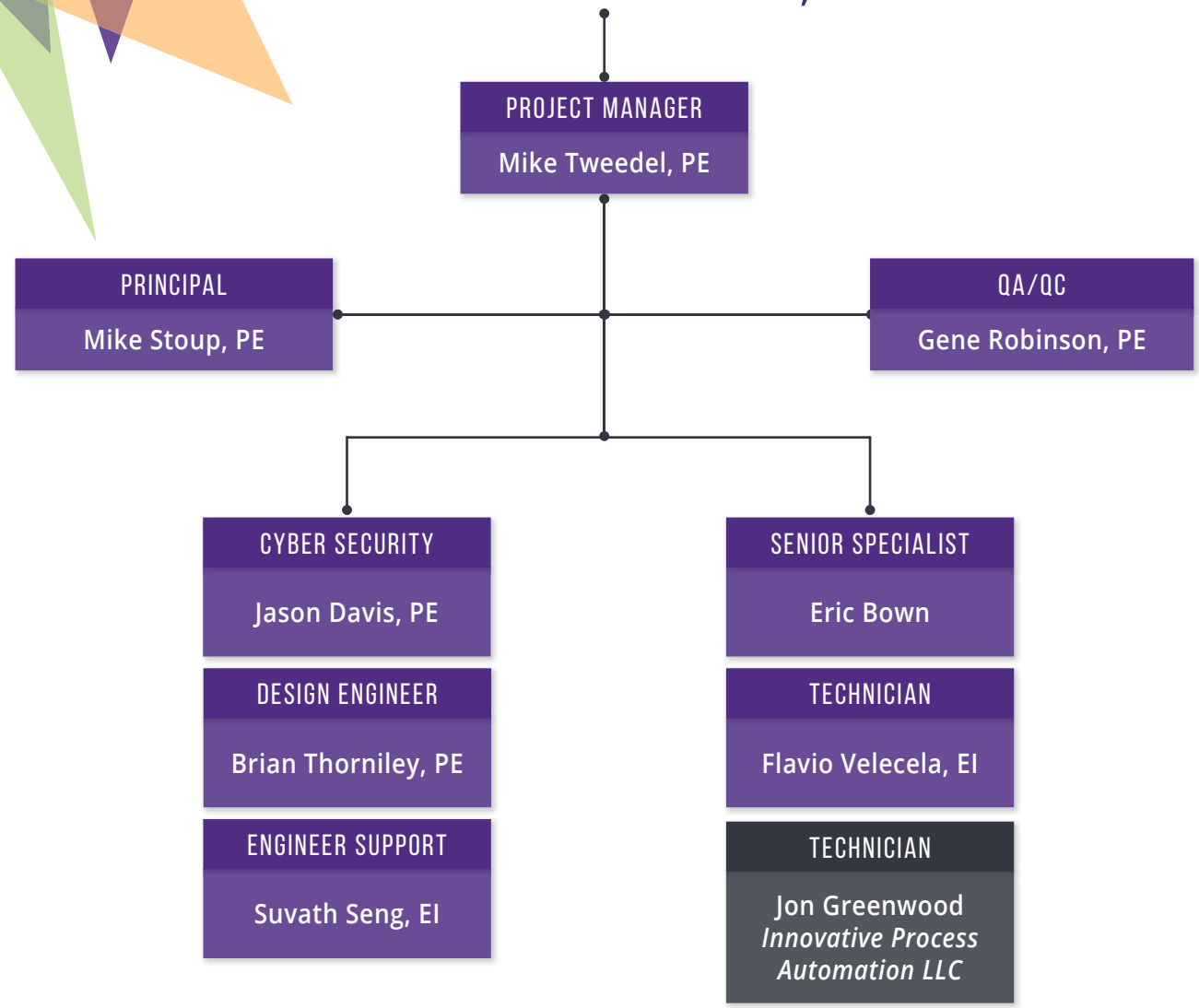
SECTION I INCLUDES:

A. BACKGROUND OF THE PERSONNEL

1. PROJECT MANAGER
2. OTHER KEY PERSONNEL
3. CONSULTANTS

McKIM&CREED

CHARLOTTE COUNTY, FL



THIS PROPOSAL IS MADE WITHOUT COLLUSION WITH ANY OTHER PERSON OR ENTITY SUBMITTING A PROPOSAL PURSUANT TO THIS RFP.

I. TEAM PROPOSED FOR THIS PROJECT

A. BACKGROUND OF THE PERSONNEL

Understanding your current SCADA system will be critical for successful development of a SCADA Master Plan. The McKim & Creed team has the knowledge and experience working with your system and staff to prepare a comprehensive Master Plan document. The experience of our team members is detailed below and on the following page. Full resumes can be found in the Appendix on page 39.

1. PROJECT MANAGER

Michael Tweedel, PE
As project manager, Mr. Tweedel will be responsible for management of technical staff, project schedules and for assurance of quality throughout the design effort. During the past five years,he has been involved with four major SCADA master planning projects, similar in size and scope to this contract. This experience has provided him a thorough understanding of Charlotte County's expectations and processes.

AS PROJECT MANAGER, MR. TWEEDEL WILL NOT BE SUBSTITUTED WITHOUT EXPLICIT PERMISSION FROM CHARLOTTE COUNTY.

RELEVANT SKILLS

PROJECT MANAGEMENT

COUNTY EXPERIENCE

SCADA MASTER PLAN DEVELOPMENT

PLC, SCADA, NETWORK AND TELEMETRY SPECIFICATION AND DESIGN

WATER, WASTEWATER AND COLLECTIONS EXPERIENCE

2. KEY PERSONNEL

MIKE STOUP, PE

Mr. Stoup has over two decades of experiences and will serve as principal for this contract. He will not be substituted without explicit permission of the County.

RELEVANT SKILLS

PROJECT OVERSIGHT

COUNTY EXPERIENCE

SCADA SPEC DEVELOPMENT

GENE ROBINSON, PE

Mr. Robsinson will provide QA/QC checks to ensure design standards are met. His recent experience on the countywide SCADA master plan for Sarasota County will serve him well in this role.

RELEVANT SKILLS

QA/QC

COUNTY EXPERIENCE

MASTER PLANNING EXP.

JASON DAVIS, PE

Mr. Davis will provide cyber security expertise to ensure the internet-based SCADA systems controlling critical plants such as East Port and Burnt STore are kept safe from cyber threats.

RELEVANT SKILLS

CYBER SECURITY

IIOT EXPERIENCE

NETWORK DESIGN

BRIAN THORNILEY, PE

Mr. Thorniley will serve as design engineer, providing SCADA and control system planning design documents.

RELEVANT SKILLS

SCADA DESIGN

SCADA PROGRAMMING

SUVATH SENG, EI

Mr. Seng will provide engineering support for the master planning effort. For the paste year, he has assisted our Electrical and Instrumentation Group on a variety of water utility infrastructure projects

RELEVANT SKILLS

SCADA DESIGN

COUNTY EXPERIENCE

ERIC BROWN

CIMr. Brown is a certified Wonderware engineer who will serve as the senior specialist for this project. He has worked with the County extensively under the as-needed contract which will ensure a high-quality product.

RELEVANT SKILLS

WONDERWARE

COUNTY EXPERIENCE

SCADA DESIGN

FLAVIO VELECELA, EI

Mr. Velecela will serve as the technician for this project. He will use his controls programming experience to ensure the most cost-efficient and up-to-date software technology is assessed for this project.

RELEVANT SKILLS

PROGRAMMING

COUNTY EXPERIENCE

DATA FLOW SYSTEMS

3. CONSULTANTS

JON GREENWOOD, PE

Mr. Greenwood will serve as technician. His experience with the County provided unparalleled knowledge of the system and internal procedures, which will save you time and money in the long run.

RELEVANT SKILLS

DATA FLOW SYSTEMS

COUNTY EXPERIENCE

WONDERWARE

::PROPOSED MANAGEMENT PLAN

SECTION II INCLUDES:

A. TEAM ORGANIZATION

1. FIELD INVESTIGATION PHASE

2. REPORT RECOMMENDATION PHASE

McKIM&CREED

PROPOSED MANAGEMENT PLAN

A. TEAM ORGANIZATION

MICHAEL TWEEDEL, PE
PROJECT MANAGER

MIKE STOUP, PE
PRINCIPAL

GENE ROBINSON, PE
QA/QC

As outlined in Section I, we are providing a team of experienced, highly-qualified staff to meet the specific needs of this important project. Michael Tweedel, PE, will lead the management efforts, overseen by the principal Mike Stoup, PE, while Gene Robinson, PE, will provide quality assurance checks throughout project duration.

We understand this project will include the field investigation of the existing SCADA system, workshops with key personnel, review of documents, discussion of goals and objectives, the identification of the projects it will take to get from here to there and the documentation of everything in a comprehensive report. We have performed these services with the selected team members successfully on past projects.

01

JON GREENWOOD, PE
TECHNICIAN

ERIC BROWN
SR. SPECIALIST

FLAVIO VELECELA, EI
TECHNICIAN

FIELD INVESTIGATION PHASE

Our lead technical resource, Eric Brown, who holds the highest levels of certifications in Wonderware ArchestrA and has been working on the Charlotte County SCADA system for the last 2 ½ years, will lead the field investigation phase. He will be supported by our in-house technician, Flavio Velecela, EI, and Jon Greenwood, PE from Innovative Process Automation, LLC (IPA). Mr. Greenwood was an instrument technician, engineer and project manager with Charlotte County for nearly 3 years and during that time worked on the County SCADA system frequently and thus is thoroughly familiar with it, how it is deployed, how it is maintained, and what the County needs to efficiently operate their facilities.

The field investigation phase will consist of requesting information from the County via meeting topics and/or written request as well as visit each facility and physically research and review the necessary equipment and documentation to gain a full understanding of the existing SCADA System. **Our in-depth understanding of the County's SCADA Systems will minimize the assistance required by our team, thus reducing the impact to County staff.**

02

BRIAN THORNILEY, PE
DESIGN ENGINEER

JASON DAVIS, PE
CYBER SECURITY

SUVATH SENG, EI
ENGINEER SUPPORT

REPORT/RECOMMENDATION PHASE

Brian Thorniley, PE, as design engineer, will lead the report/recommendation phase. Assisted by Suvath Seng, EI, he will compile the information gathered during the field investigation phase into technical memorandum. He will work with with Mr. Tweedel, the project manager, in order the get the County's buy-in for the project recommendation documentation and ensure no details were missed during the field investigation phase. Mr. Thorniley and Mr. Seng will be responsible for working alongside Mr. Tweedel to deliver the final Master Plan document to the County.

We understand the importance of a secure SCADA system. Cyber vulnerabilities can cause severe repercussions that would affect residents throughout the county. We have assigned Jason Davis, PE, our resident cyber security expert, to ensure we meet or exceed industry standards during this phase.

::PREVIOUS EXPERIENCE OF TEAM

SECTION III INCLUDES:

A. DESCRIBE PROJECTS

McKIM&CREED

County-Wide SCADA Master Plan

PROJECT #1

PROJECT DESCRIPTION

Due to multiple projects and acquisitions through the years, Sarasota County's water and wastewater SCADA systems had become a mixed bag of hardware, software, applications, protocols and implementations. Working to improve this situation as repairs and replacements become necessary, and with a goal of achieving a consistent, logical and straight forward system, the County enlisted support from McKim & Creed for developing and documenting a strategic vision for its SCADA systems.

The County wanted an overall SCADA System Master Plan to act as a road map for the system's evolution. It would document the overall vision of the SCADA systems, and provide guidance and direction for future system enhancements. To this end, McKim & Creed conducted an overall SCADA system evaluation. Based on the results of meetings with the County and review of the existing systems, as well as a review of the County's desired functionality and objectives, McKim & Creed developed a comprehensive Master Plan document to support the County's overall goals.

The Master Plan document included a detailed inventory of existing PLC/SCADA hardware and software, description of the County's vision and goals for its SCADA systems, description for 20+ targeted tasks to help the County move its SCADA systems forward, budgetary estimates and analysis for improvement tasks, and County-coordinated timelines for execution of the enhancements and SCADA system growth.

Our team was involved directly in implementing the communications, PLC and HMI upgrades. We also served in a construction administration role for the construction activities.

PROJECT DETAILS

OWNER & LOCATION:

Sarasota County, FL

CONTACT:

Mr. Gene Allen

Lead, Design Utilities

841.861.0564

goallen@scgov.net

TIMELINE

April 2011 - June 2014

TEAM MEMBERS

Gene Robinson, PE | Project Mgr.

Eric Brown | Sr. I&C Specialist

SCADA Master Plan Phases 1-4

PROJECT #2

PROJECT DESCRIPTION

The Durham Department of Water Management (DWM) water and wastewater SCADA systems had evolved over the years as part of multiple contractor bid projects and facility additions. This resulted in a system that included mixed hardware, software, applications, protocols and implementations. Some of the monitoring and control equipment was approaching or past the end of the manufacturer's planned life cycles; and some of the technology used for monitoring, control and communications was not available in current technology systems. As repairs and replacements became necessary, DWM staff members worked to improve this situation with a goal of achieving an overall SCADA system that is consistent, logical and straight forward to use.

Completed in four phases to be cost-effective, McKim & Creed provided an overall SCADA System Master Plan. The first phase involved examination of the existing controls and conducting of workshops to establish goals for improved SCADA; the second phase required performing assessments and inventory of the existing water and wastewater systems; the third phase included assessments of the communication systems, software and peripheral systems; and the fourth phase entailed recommendations for implementation and development of new SCADA systems.

McKim & Creed's master plan documented the overall vision for DWM's SCADA systems, and provided guidance and direction for future system enhancements and growth. It also incorporated updates to align the system with new technology. Our team continues to support the DWM as a consultant for its SCADA management needs.

The City contracted out most of the integration work and performed the rest with in-house staff. Our team acted as the City's representative, serving as liasion between the City and the contractor.

PROJECT DETAILS

OWNER & LOCATION:

City of Durham, NC

CONTACT:

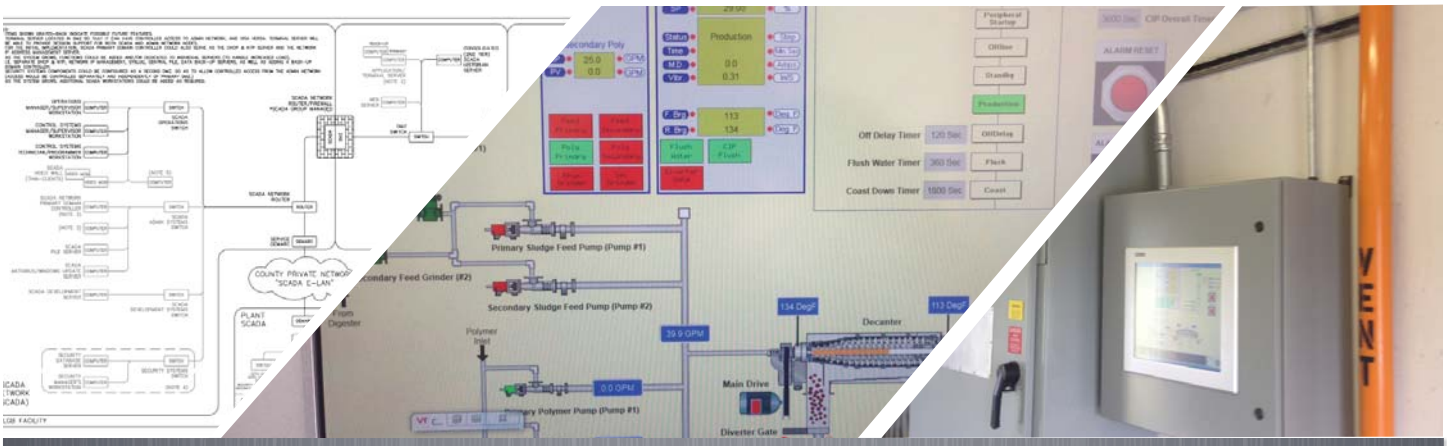
Lori Montgomery
Civil Engineer
919.560.4381 x35272
lori.montgomery@durhamnc.gov

TIMELINE

September 2014 - September 2017

TEAM MEMBERS

Mike Tweedel, PE | Project Manager
Jason Davis, PE | Cyber Security
Eric Brown | Software Specialist



SCADA Master Plan Update and SCADA System Upgrades

PROJECT #3

PROJECT DESCRIPTION

Citrus County commissioned McKim & Creed to review and update the County's SCADA Master Plan in order to resolve challenges at the 0.5 mgd Meadowcrest Wastewater Treatment Plant. The SCADA Master Plan lacked depth and detail, and the software and hardware at Meadowcrest were reaching the end of their useful life and negatively impacting functionality. In addition, a software component on the SCADA server that handled connectivity and communication between two centrifuges at Meadowcrest was no longer supported by the manufacturer.

With the goal of helping the County successfully advance its SCADA system, McKim & Creed refined the master plan, established a solid and actionable vision for the system's future, and implemented improvements to remedy the operational challenges at the Meadowcrest WTP.

Our team was responsible for installing and updating SCADA servers and VTScada software, and converting two centrifuges to PLC based control integrated into the SCADA system.

PROJECT DETAILS

OWNER & LOCATION:

Citrus County, FL

CONTACT:

Mr. Gary Loggins
Manager, Utilities Operations
352.527.7653
gary.loggins@citrusbocc.com

TIMELINE

January 2015 - October 2017

TEAM MEMBERS

Gene Robinson, PE | Project Manager
Flavio Velecela, EI | I&C Technician
Eric Brown | I&C Technician

::LOCATION OF WORKING OFFICE

SECTION IV INCLUDES:

A. LENGTH OF TIME "LOCAL OFFICE" ESTABLISHED

B. LOCATION OF "LOCAL OFFICE"

C. RESIDENCIES OF PERSONNEL WHICH LIVE IN LOCAL PREFERENCE AREA

D. USE OF LOCAL SUB-CONSULTANTS

McKIM&CREED

AFFIDAVIT

Proposer affirms that information provided as it relates to Location & Facilities of Working Office is true and meets the definition and criteria as defined below:

Local office means the company has a valid Business Tax License issued by Charlotte County, Sarasota County or DeSoto County for at least 6 months prior to the proposal submission to do business within Charlotte County, Sarasota County or DeSoto County that authorizes the business to provide the services, and a physical business address located within the limits of Charlotte County, Sarasota County or DeSoto County from which the company operates or performs business. Post Office Boxes are not verifiable and shall not be used for the purpose of establishing said physical address. In addition to the foregoing, a company shall not be considered having a "Local Office" unless it contributes to the economic development and well-being of Charlotte County, Sarasota County or DeSoto County in a verifiable and measurable way (as identified by the criteria below). Also, companies must demonstrate and document the in-County/in-office capability and availability of the personnel working in the local office and the type of services performed at this location that is pertinent to the type of project. Companies shall affirm in writing their compliance with the foregoing at the time of submitting their proposal to be eligible for consideration as having a "Local Office". A company who misrepresents the local preference status of its company in a proposal to the County will lose the privilege to claim local preference for a one year period.

Please identify below by placing a checkmark next to the appropriate criteria and related points. Also, provide any documentation that substantiates the information given in this affidavit. Charlotte County reserves the right to request supporting documentation as evidence to substantiate the information given in this affidavit. Failure to do so will result in the proposer's submission being deemed non-responsive.

Location & Facilities of Working Office:

Length of time "Local Office" established:

✓ Local Office has been established more than 3 years	15 Points
__ Local Office has been established between 1 to 3 years	10 Points
__ Local Office has been established between 6 months to 1 year	5 Points
__ Local Office has been established less than 6 months	0 Points

Location of "Local Office":

__ Headquarters located within the boundaries of Charlotte, Sarasota, or DeSoto County	20 Points
✓ Satellite office located within the boundaries of Charlotte, Sarasota, or DeSoto County	15 Points
__ No local office presence	0 Points

Residencies of personnel which live in Charlotte, Sarasota or DeSoto County and are employed with the Prime Firm's Office; the Prime Firm's Office is defined as the office performing the services for this project:

__ 50 % or more live in Charlotte, Sarasota or DeSoto County *	5 Points
__ 25 % to 49 % live in Charlotte, Sarasota or DeSoto County *	3 Points
__ Up to 25 % live in Charlotte, Sarasota or DeSoto County *	2 Points
✓ None of the personnel live in Charlotte, Sarasota or DeSoto County	0 Points

*Personnel Affidavit attached to be completed by each person living in Charlotte, Sarasota or DeSoto County.

NAME OF FIRM McKim & Creed, Inc.

(This form must be completed and returned)

Affidavit Cont'd:

Use of Local Sub-Consultants (Sub-Consultants meeting "Local Office" definition):

✓Local Sub-Consultants on team with Prime	10 Points
__Local Prime is performing all services in-house	10 Points
__No local Sub-Consultants on team	0 Points

Sub-Consultant Name: Innovative Process Automation, LLC

Address: 1629 Landfall Dr., Nokomis, FL 34275

****

Company Name: McKim & Creed, Inc.

Signature: _____

Title: Assistant Vice President.

Year Business Established: 1999 Circle the appropriate County: Charlotte DeSoto (Sarasota)

State of Florida
County of PINELLAS

Sworn to and subscribed before me, a Notary Public, for the above State and County on this 28th Day of JANUARY, 2019.

_____ 4-1-2022
Notary Public Commission Expiration

DIANE T. ACHINELLI
MY COMMISSION # GG 178575
EXPIRES: April 1, 2022
Bonded Thru Notary Public Underwriters

(Affix Official Seal)

The signee of this Affidavit guarantees, as evidenced by the sworn affidavit required herein, the truth and accuracy of this affidavit to interrogatories hereinafter made.

(This form must be completed & returned)

Sarasota County Business Tax Receipt

2018-19

THIS TAX DOES NOT ASSURE QUALITY OF WORK OR CONFIRM THAT REGULATORY OR ZONING REQUIREMENTS HAVE BEEN MET, IT IS THE OWNER'S RESPONSIBILITY TO ENSURE COMPLIANCE.

Account No.
3901270044549

Business Type: SERVICE

Business Address:
MCKIM & CREED INC
378 INTERSTATE CT
SARASOTA uninc FL 34240

PAID: 5563320.0001 10/1/2018 $73.50

MCKIM HERBERT P JR

551 N CATTLEMEN RD STE 106
SARASOTA FL 34232

All businesses in Sarasota County are responsible for complying with the Sarasota County mandatory recycling ordinance.

Valid until 9/30/2019

Sarasota County Tax Collector
Barbara Ford-Coates
101 S. Washington Blvd., Sarasota, FL 34236
(941) 861-8300, option 3
www.SarasotaTaxCollector.com
Info@SarasotaTaxCollector.com

::PROJECT CONTROL

SECTION V INCLUDES:

A. SCHEDULE

1. TECHNIQUES TO ASSURE SCHEDULE WILL BE MET
2. RESPONSIBLE PERSON

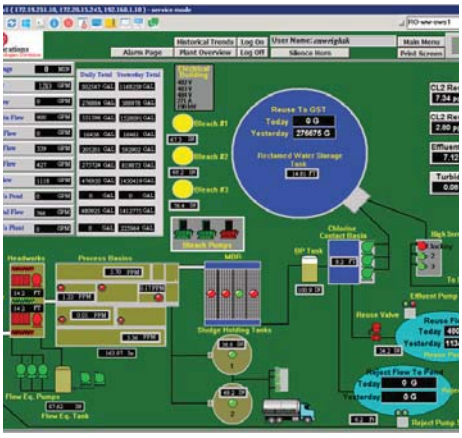
B. COST

1. CONTROL TECHNIQUES
2. ABILITY TO MEET COST CONTROL
3. RESPONSIBLE PERSON

C. RECENT, CURRENT AND PROJECTED WORKLOAD

McKIM&CREED

V. PROJECT CONTROL



CASE STUDY

HMI DEPLOYMENT COMPLETION

CHARLOTTE COUNTY, FL

McKim & Creed was selected to replace the initial integrators after their contract expired to provide SCADA support services to upgrade the SCADA system software at the West Port Water Reclamation Facility (WRF), East Port WRF, Rotonda WRF , Burnt Store WRF, and Burnt Store Water Treatment Plant. Our team researched the extent of work performed by the previous integrator firm by comparing their documentation to the existing Charlotte County systems. Through our research, we determined what remained to be completed, what needed to be checked and fixed, and what had been fully completed; then developed a plan of action for each of the four WRF systems.

Despite taking over in the middle of the project, we interfaced successfully with County staff and met all schedule and budget goals.

$22,000

Left in the budget to use for as-needed services during the HMI completion project

A. SCHEDULE

1. TECHNIQUES

Our project manager compares monthly updates to the original project schedule during planning and design to determine if the project is ahead or behind schedule.

Through these reviews, McKim & Creed can quickly identify and resolve schedule issues early, which is the key to achieving project milestones.

McKim & Creed's depth of resources, coupled with the resources of our teaming partners, offers the flexibility to make needed adjustments in our staff allocations to keep the County's project on track. This is an important aspect of working in today's fast-changing environment. Over the last few years, we have worked closely with clients to meet ever-changing schedules of projects driven by the change in funding availability, drastic population swings and growth forecasts, regulatory changes, and the quickly changing priorities of elected officials.

Our project control team includes an integration of various backgrounds who will be involved from the initial stages of planning through project close-out. This approach develops early cost models and tracks trends so the team can manage risks and provide cost certainty within your established budget and schedule.

2. RESPONSIBLE PERSON

Michael Tweedel, PE, as the project manager, will be responsible for ensuring the schedule is met for this project. Should the need arise, he will allocate resources required to meet project needs and/or to reallocate resources to bring a schedule back on track, achieve expedited milestones, or respond to unforeseen issues or during times of emergency.

$ + = CONTROL

B. COST

1. TECHNIQUES

McKim & Creed utilizes PlanTrax® as an internal control to develop the scope of work, including project tasks, personnel, budgets, and schedule. PlanTrax® is an Excel®- based project management software that employs the earned value approach to assess budget and schedule status throughout the duration of the project.

As a complement to PlanTrax, we also review our accounting software, BST®, to closely monitor project expenditures. Project expenditures are reviewed at the end of each week, and formal reviews are conducted with the project team on a monthly basis, including subconsultants. We propose to provide earned revenue and schedule comparisons to the County with our monthly invoices. Potential cost overruns (or schedule slippages) will be discussed during our progress meetings in order to maintain transparency throughout the project.

2. ABILITY TO MEET PROJECT COST CONTROL

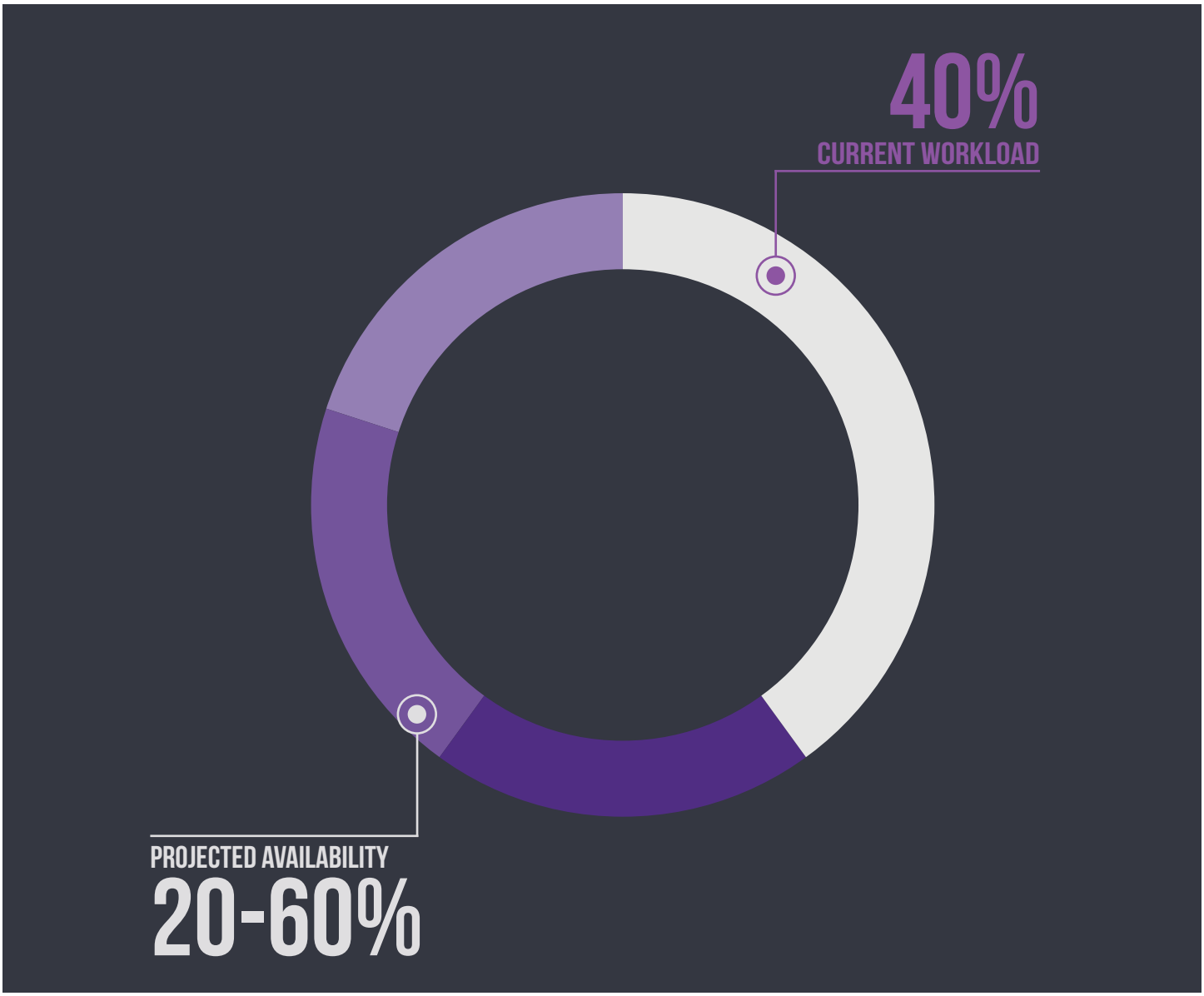
McKim & Creed strives to establish and maintain proactive communication and coordination between the Engineer and the County throughout the project. We will keep the County well-informed to be able to make critical and timely decisions at key project milestones. Our approach to cost control presumes this relationship so that as the project progresses, McKim & Creed and the County, working together, can identify and coordinate cost savings. The integral relationship between the Engineer and the County is crucial to controlling costs and having the ability to tailor the work effort as needed to meet budgetary constraints.

3. RESPONSIBLE PERSON

Michael Tweedel, PE, as the project manager, will also be responsible for ensuring the budget is met for this project. He will utilize the above-mentioned tools to keep the project's budget on track.

A. PROPOSED TEAM'S WORKLOAD AND PROJECTED AVAILABILITY

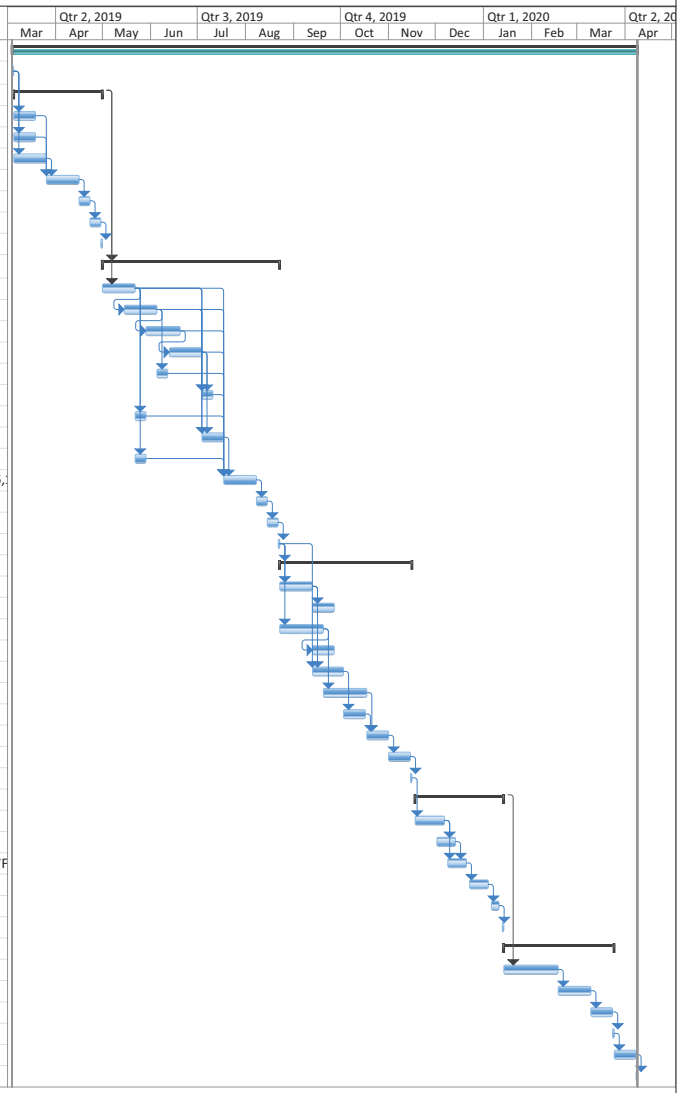
With a local team based primarily in Clearwater and supported by eight other Florida offices, and extensive corporate and subconsultant resources, McKim & Creed has the availability to meet all project assignments identified under this SCADA Master Planning contract. Below is a pie chart showing the current workload and projected availability of our project team. Our hand-selected subconsultant, IPA, is available on an as-needed basis and have confirmed their commitment to this assignment.



PRELIMINARY PROJECT SCHEDULE

Charlotte County
SCADA Master Plan
Preliminary Project Schedule

ID		Task Mode	Task Name	Duration	Start	Finish	Predecessors
1			**Charlotte County SCADA Master Plan**	**288 days**	**Mon 3/4/19**	**Wed 4/8/20**	
2			**Project kick-off meeting**	**1 day**	Mon 3/4/19	Mon 3/4/19	
3			**Goals and Objectives Workshop**	**41 days**	**Tue 3/5/19**	**Tue 4/30/19**	
4			SCADA Goals and Objectives Workshop	10 days	Tue 3/5/19	Mon 3/18/19	2
5			PLC Goals and Objectives Workshop	10 days	Tue 3/5/19	Mon 3/18/19	2
6			Balance of Plan Goals and Objectives Workshop	15 days	Tue 3/5/19	Mon 3/25/19	2
7			Develop Goals & Objectives Tech Memo	15 days	Tue 3/26/19	Mon 4/15/19	4,5,6
8			Issue Goals & Objectives Tech Memo to County for Review	5 days	Tue 4/16/19	Mon 4/22/19	7
9			Incorporate County comments	5 days	Tue 4/23/19	Mon 4/29/19	8
10			Issue Goals & Objectives Tech Memo Final	1 day	Tue 4/30/19	Tue 4/30/19	9
11			**Field Research**	**82 days**	**Wed 5/1/19**	**Thu 8/22/19**	**3**
12			Overall SCADA System Architecture	15 days	Wed 5/1/19	Tue 5/21/19	3
13			SCADA System Software - System Wide	15 days	Wed 5/15/19	Tue 6/4/19	12FS-5 days
14			PLC Systems - System Wide	16 days	Wed 5/29/19	Wed 6/19/19	13FS-5 days
15			Communications - System Wide	15 days	Thu 6/13/19	Wed 7/3/19	14FS-5 days
16			Historical Data Collection	5 days	Wed 6/5/19	Tue 6/11/19	13
17			Cyber Security	5 days	Thu 7/4/19	Wed 7/10/19	12,13,15
18			Big Data and Artificial Intelligence	5 days	Wed 5/22/19	Tue 5/28/19	12
19			Interoperability and Data Share with External Systems	10 days	Thu 7/4/19	Wed 7/17/19	12,13,15
20			Staff, Training, Support	5 days	Wed 5/22/19	Tue 5/28/19	12
21			Develop Data Collection Tech Memo	15 days	Thu 7/18/19	Wed 8/7/19	12,13,14,15,16,
22			Issue Documents to County for Review	5 days	Thu 8/8/19	Wed 8/14/19	21
23			Incorporate County comments	5 days	Thu 8/15/19	Wed 8/21/19	22
24			Issue Documents Final	1 day	Thu 8/22/19	Thu 8/22/19	23
25			**System Assessments and Recommendation Development**	**61 days**	**Fri 8/23/19**	**Fri 11/15/19**	**24**
26			Communication Architecture Assessment	15 days	Fri 8/23/19	Thu 9/12/19	24
27			Develop Overall System Communication Architecture	10 days	Fri 9/13/19	Thu 9/26/19	26
28			SCADA System Software Assessment	20 days	Fri 8/23/19	Thu 9/19/19	24
29			PLC System Assessment	10 days	Fri 9/13/19	Thu 9/26/19	28FS-5 days
30			Cyber Security System Assessment	14 days	Fri 9/13/19	Wed 10/2/19	24,26
31			Develop SCADA Systems Migration Recommendation	20 days	Fri 9/20/19	Thu 10/17/19	28
32			Develop Cyber Security Recommendation	10 days	Thu 10/3/19	Wed 10/16/19	30
33			Issue Documents to County for Review	10 days	Fri 10/18/19	Thu 10/31/19	31,32
34			Incorporate County comments	10 days	Fri 11/1/19	Thu 11/14/19	33
35			Issue Documents Final	1 day	Fri 11/15/19	Fri 11/15/19	34
36			**Project List Development**	**41 days**	**Mon 11/18/1**	**Mon 1/13/20**	
37			Develop List of Project Scopes	15 days	Mon 11/18/1	Fri 12/6/19	35
38			Develop Project Budgets	10 days	Mon 12/2/19	Fri 12/13/19	37FS-5 days
39			Develop Prioritization of Projects	10 days	Mon 12/9/19	Fri 12/20/19	38FS-5 days,37F
40			Issue Prioritized Project List to County for Review	10 days	Mon 12/23/1	Fri 1/3/20	39
41			Incorporate County comments	5 days	Mon 1/6/20	Fri 1/10/20	40
42			Issue Prioritized Project List Final	1 day	Mon 1/13/20	Mon 1/13/20	41
43			**SCADA Master Plan Report**	**51 days**	**Tue 1/14/20**	**Tue 3/24/20**	
44			Prepare SCADA Master Plan Report	25 days	Tue 1/14/20	Mon 2/17/20	36
45			Issue SCADA Master Plan Report to County for Review	15 days	Tue 2/18/20	Mon 3/9/20	44
46			Incorporate County comments	10 days	Tue 3/10/20	Mon 3/23/20	45
47			Issue SCADA Master Plan Report Final	1 day	Tue 3/24/20	Tue 3/24/20	46
48			Charlotte County SCADA Master Plan Presentation	10 days	Wed 3/25/20	Tue 4/7/20	47
49			Project Close-Out	1 day	Wed 4/8/20	Wed 4/8/20	48



::PROPOSED APPROACH

SECTION VI INCLUDES:

A. PROPOSED RESEARCH PHILOSOPHY

B. ANTICIPATED PROBLEMS AND PROPOSED SOLUTIONS

McKIM&CREED

RESEARCH IS A FUNDAMENTAL STEP IN DEVELOPING A ROAD MAP FOR A COMPREHENSIVE SCADA SYSTEM

A. PROPOSED RESEARCH PHILOSOPHY

Researching your current SCADA system set-up is the first step in identifying a vision for your future SCADA system. The field research portion is critical to help determine the state of the current system; our approach to Master Planning involves extensive field data collection. As an example, gathering the license data for an HMI is important, but how that HMI is deployed is equally as important. Understanding the I/O in a plant identifies the equipment and instrumentation, but noting how the controls are communicating and where they are wired is also important. We understand that the details are important and the end result is a report that is accurate and usable. Our overall experience with approaching and executing Master Plans in this way is, not surprisingly, very well received and successful. **And, as your current SCADA integrators, we already have a thorough understanding of your existing system, which will save you time and money during the research phase.**

COUNTY SYSTEM SUMMARY

4 WWTP (BURNT STORE, WEST PORT, ROTUNDA & EAST PORT)	**1** WTP (BURNT STORE)	**858** SQUARE MILES
6 BOOSTER PUMP STATIONS	**305** REMOTE COLLECTIONS	**182K** RESIDENTS

2 VACUUM STATIONS

9 REUSE DISTRIBUTION SITES

REACH YOUR GOALS

IDENTIFY
and document the current system

PREPARE
roadmap to execute changes needed to achieve desired system

PROJECT UNDERSTANDING

Charlotte County successfully provides water and wastewater services to the county's residents, monitoring and controlling the equipment required for these services through an extensive SCADA system. The County is seeing a substantial population increase so to continue to effectively provide these services, the County needs to standardize, modernize and expand their SCADA system.

The development of a SCADA Master Plan is an excellent approach to identifying and planning the vision for a SCADA System that will grow with Charlotte County. SCADA Systems, like most systems, evolve over time and as various processes and equipment are added, adherence to strict standards becomes difficult. **Changes in technology and resources further complicate the standardization goal and typically result in a pieced together system that has varying vendor software and hardware. These variations cause challenges for operations and maintenance, limiting their ability to control and monitor the plant and efficiently repair or replace hardware during failures.**

This SCADA Master Plan will document the existing system and be the roadmap to the future system, encompassing all the operational, maintenance and administrative features and enhancements identified. It will detail the projects required to get to the future system including their priority and budgeted cost.

The goals of this SCADA Master Plan are two-prong: clearly identify and document the current system and prepare a roadmap to execute the changes needed to achieve the desired system. Within each of these prongs are specific activities designed to achieve their respective goals. Documentation of the system will include review of existing drawings and specifications, workshops with Charlotte County, and investigation of the current SCADA system configuration, licenses, architecture and components. Preparing the roadmap will also include workshops but they will focus on desired features and functionality in the future. Current technology and future advances will be considered as well as industry trends and Charlotte County future growth plans. The result of the activities will be a thorough report detailing the findings, prioritized recommendations, annual budget estimates, resource changes and training.

The current SCADA system is advanced and in good condition. The software platform, Wonderware ArchestrA, is a powerful platform capable of providing the necessary functionality to monitor and control the County's facilities and has a reasonably prevalent installed based in the Florida market with at least five other municipalities of similar size using the platform. It has been installed in the various Charlotte County facilities in a haphazard fashion which needs to be addressed in the master plan. In addition, historical data backfill problems will also be addressed to ensure data loss is eliminated. Finding qualified resources to work on the platform is difficult—with fewer than ten people in the southwest Florida region familiar enough with the platform to provide high quality services. For these reasons, the County is interested in hiring a highly-qualified firm to evaluate the platform for proper installation and configuration and to evaluate it against other commercially available software platforms to confirm they are using the best platform for their needs and budget.

Along with this analysis will be the investigation of the communication structure between and in the plants. **The County's communication structure between the plants needs to be improved, especially the connection between the Rotunda Wastewater Plant and the rest of the system**. The County has no monitoring for approximately half of their remote stations and is currently using Data Flow Systems (DFS) to monitor the other half. DFS is a proprietary system that has been in place for years. Being a proprietary system, the support and spare parts are predictably costly. **This system will be evaluated along with the SCADA system's vulnerability to cyber-attacks, operation's use practices of the SCADA system and ways to improve them, use of historical data for reporting and preventative maintenance and a cursory examination of the PLC systems.**

KEY AREAS OF FOCUS

EVALUATION

Evaluation of current SCADA system hardware and software.

IMMEDIATE CONCERNS

Identification of immediate concerns and development of short-term projects to address them

DOCUMENTATION

Document how operations is currently using the SCADA system and how their use of it could be improved through technology

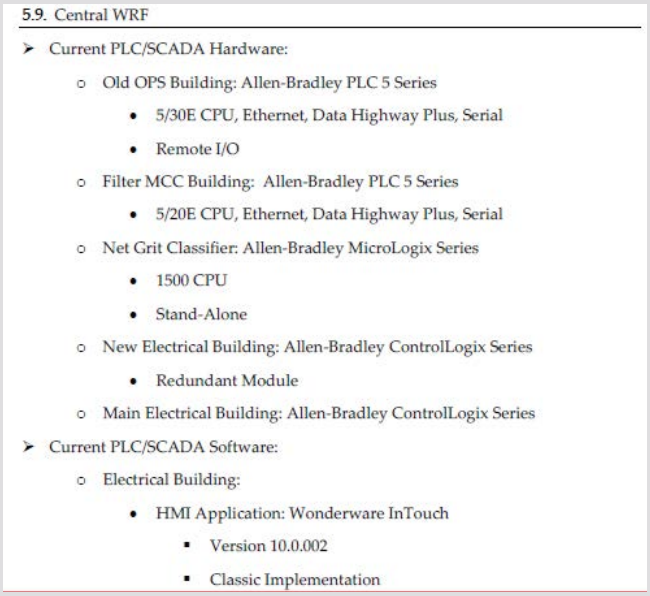
RECOMMENDED CHANGES

Recommend changes to the SCADA system either in enhancements or replacements with a strategy to maintain operations during the execution. Key focus areas will be

- System stability and reliability
- Improved operational awareness
- Software and hardware selection
- Communications media analysis (radio, fiber, cellular)
- Standardization of the system development and deployment
- Remote access and notification
- Cybersecurity
- Automated reporting
- Process optimization through data analytics

PRIORITIZED PROJECTS

A list of prioritized recommended projects to accomplish the vision, categorized as short-term, mid-term and long-term projects with scopes and budgets



5.9. Central WRF

- Current PLC/SCADA Hardware:
  - Old OPS Building: Allen-Bradley PLC 5 Series
    - 5/30E CPU, Ethernet, Data Highway Plus, Serial
    - Remote I/O
  - Filter MCC Building: Allen-Bradley PLC 5 Series
    - 5/20E CPU, Ethernet, Data Highway Plus, Serial
  - Net Grit Classifier: Allen-Bradley MicroLogix Series
    - 1500 CPU
    - Stand-Alone
  - New Electrical Building: Allen-Bradley ControlLogix Series
    - Redundant Module
  - Main Electrical Building: Allen-Bradley ControlLogix Series
- Current PLC/SCADA Software:
  - Electrical Building:
    - HMI Application: Wonderware InTouch
      - Version 10.0.002
      - Classic Implementation

Fig 1. Report Example of System Assessment

McKim & Creed, along with Innovative Process Automation LLC (IPA), will leverage our years of experience with the Wonderware ArchestrA platform as well as our intimate knowledge of the Charlotte County system to provide a full evaluation and recommendation for the County's SCADA system that is built on a long-term vision. Our lead technical resource, Eric Brown, holds the highest levels of certifications in Wonderware ArchestrA and has been working on the Charlotte County SCADA system for the last 2 ½ years. Jon Greenwood with IPA was an instrument technician, engineer and project manager with Charlotte County for nearly 3 years. During that time, he frequently worked on the County SCADA system and is thoroughly familiar with it, how it is deployed, how it is maintained, and what the County needs to efficiently operate their facilities. McKim & Creed will work directly with County staff in operations, maintenance, engineering, management and IT to gain a full understanding of the needs of the County and how various recommendations would be implemented. \We will draw on our master planning experience and execute the project using our proven method of deep dive investigation, frequent and thorough County involvement, and unmatched system and software knowledge to create a vision for the County's SCADA system that is both realistic and actionable.

Fig 2. Wonderware Certification
This certification is held by our lead technical resource, Eric Brown.

The SCADA Master Plan will define a focused, strategic vision for the SCADA system and provide a road map for the system's evolution. Charlotte County's objectives will serve as foundational themes throughout the Master Plan.

1 FUTURE-PROOF THE CURRENT SCADA SYSTEM BY:

- Identifying specific goals and concerns of stakeholders
- Identifying and remediating operational and cybersecurity vulnerabilities
- Defining hardware and software component and functional standards
- Creating productive organizational policies and procedures
- Apply current and emerging industry trends to strengthen

2 EXPLORE/SELECT ADVANCED SCADA TOPICS AND CONCEPTS SUCH AS:

IIOT AND CLOUD-BASED TECHNOLOGY

Certain SCADA HMI software platforms leverage HTML5 for web-based mobile deployment, automated dashboards and remote alarm notification

CROSS-PLATFORM INTEGRATION

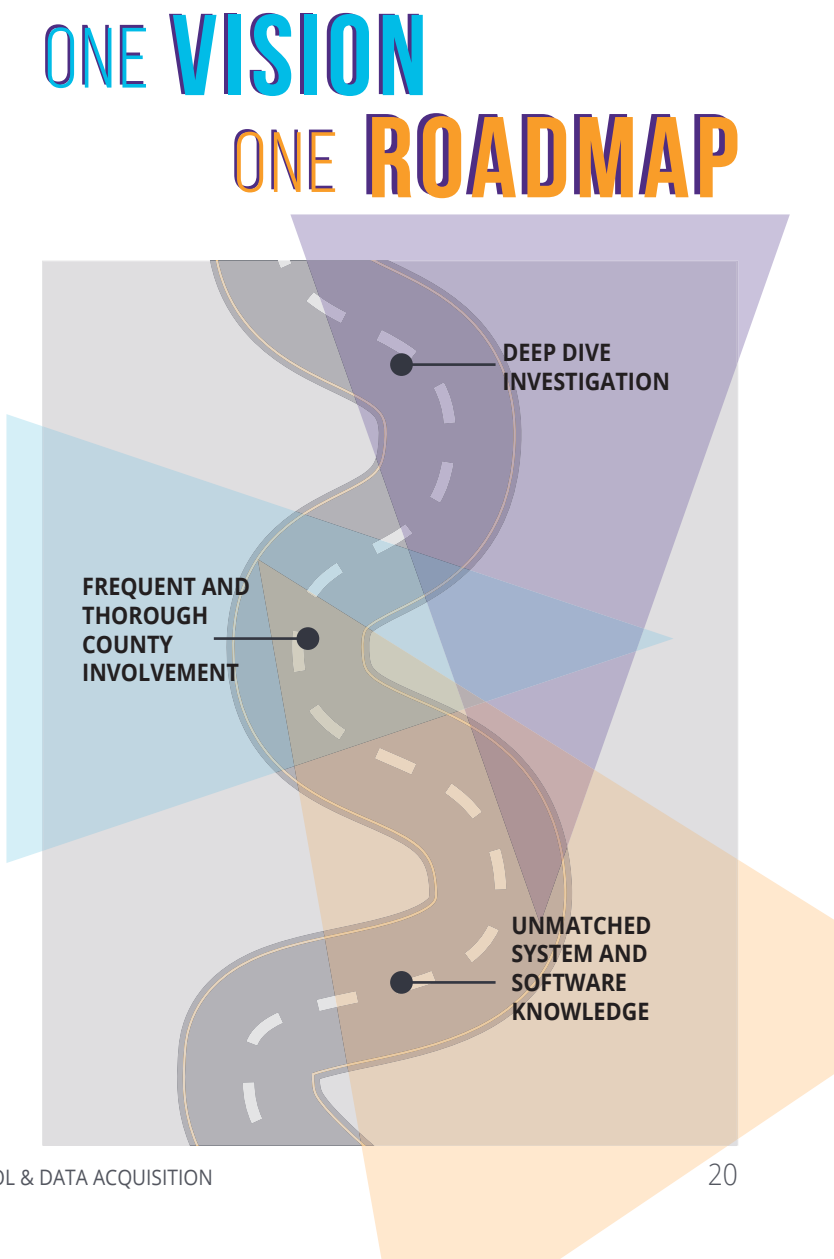
Application Programming Interfaces (APIs) and SQL databases enable the integration of SCADA systems and sensors with CMMS software to increase asset management efficiency.

ADVANCED PROCESS CONTROL

Innovative engineering coupled with sensors and models enable modern SCADA systems to predictively control the process to meet specific client goals such as improved control and energy efficiency.

DATA ANALYTICS

Through meticulous engineering and data visualization, raw data is transformed into contextual information to improve operator awareness and alarm response.



DETAILS WORK PLAN

McKim & Creed will lead the effort, perform the tasks required and work together with Charlotte County to execute this SCADA Master Plan in a thorough and efficient manner. As the consultant, we will manage and execute the project, minimizing Charlotte County's involvement to where it is most needed, thus saving your valuable time for other duties.

KICK-OFF MEETING

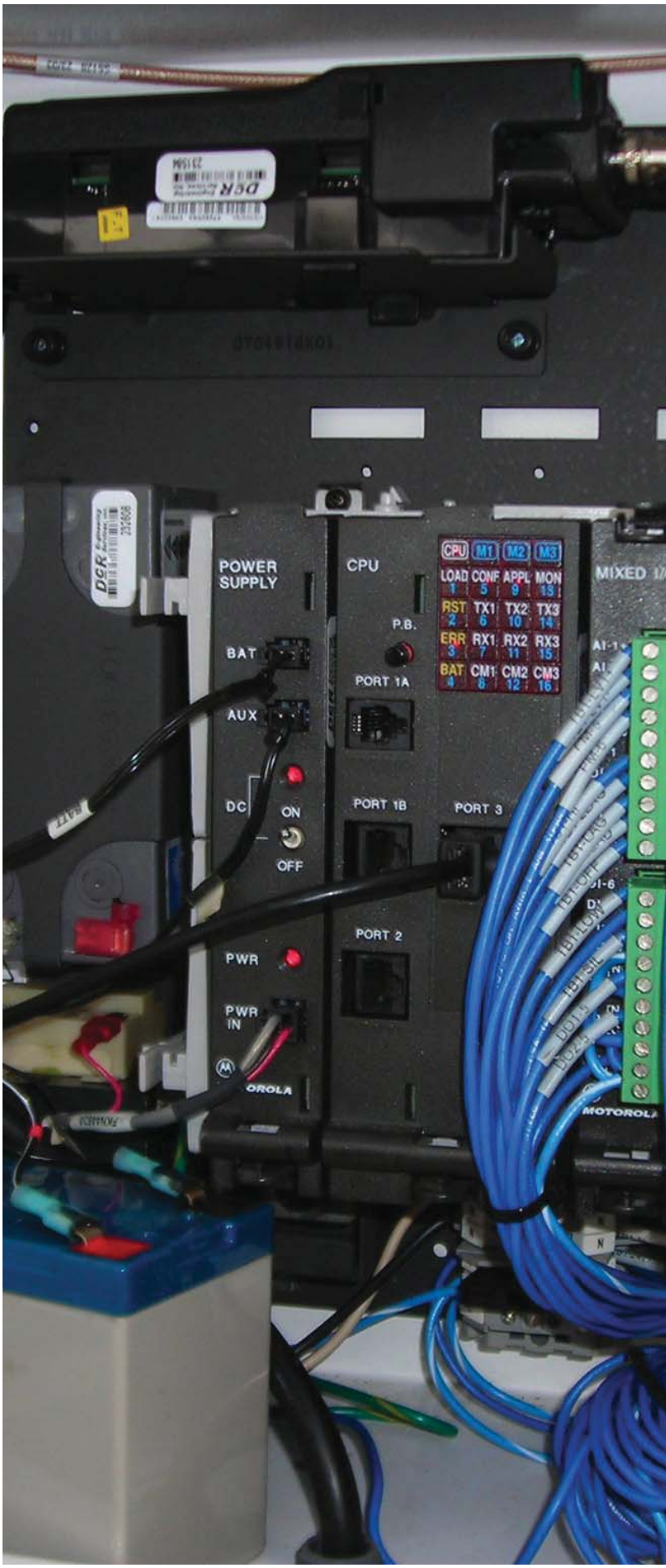
McKim & Creed will begin the project with a kick-off meeting where we will review the goals and objectives of the project, its scope and schedule, and execution process. This meeting will be the launching point of the project and will help define the roles and responsibilities of the Charlotte County and McKim & Creed project members as well as a communication strategy and overall expectations.

GOALS AND OBJECTIVES WORKSHOPS

We will conduct workshops with management, IT, maintenance and operations staff to review current SCADA strategies, discuss desired SCADA and peripheral systems functionality, outline potential options for consideration, and develop objectives for the SCADA system and other monitoring functions and associated database strategies. We will discuss communications, network and computer-based system cyber security, accessibility issues, back-up procedures and disaster recovery measures. We estimate 4 to 6, four-hour workshops depending on what topics can be combined into a single workshop. Implementation budgetary considerations and review timelines for development will be identified and the results of these discussions and the workshops will be documented in a Technical Memo, clearly detailing the discussions and identifying the objectives for the SCADA System.

SCADA SYSTEM INFORMATION COLLECTION

After the goals and objectives workshops are complete we will collect information pertinent to the SCADA System and required for the SCADA Master Plan. McKim & Creed will request information from the County via meeting topics and/or written request as well as visit each facility and physically research and review the necessary equipment and documentation to gain a full understanding of the existing SCADA System. **Our in-depth understanding of the County's SCADA Systems will minimize the assistance required by our team, thus reducing the impact to County staff.** We will exercise great care to maintain operations during the research and fully coordinate the activities with facility operations, maintenance, IT and management. Items reviewed and data collected during this phase include:



- ✓ SCADA System design documents
- ✓ HMI software and licenses
- ✓ HMI software support plans
- ✓ Communication protocols and media
- ✓ O&M Manuals
- ✓ Current operating procedures
- ✓ Backup and Recovery procedures
- ✓ Use of CCTV and Remote Monitoring
- ✓ Existing SCADA development standards
- ✓ CMMS and LIMS connectivity
- ✓ Remote Systems
- ✓ SCADA network architecture
- ✓ PLC hardware
- ✓ SCADA System lifecycle
- ✓ Historian software and licenses
- ✓ Historical databases and their configuration
- ✓ Reports and reporting tools
- ✓ Cyber security, access methods and procedures
- ✓ Facility physical security and access methods
- ✓ Staff training
- ✓ Charlotte County staff support resources

SCADA SYSTEM INFORMATION ANALYSIS

The information collected will be reviewed for thoroughness and accuracy. We will have multiple people reviewing the various portions of data to ensure we have a complete understanding of the SCADA System and how it functions. Additional trips will be conducted to fill gaps or collect missing data pertinent to this understanding. The goal of this task is to fully understand Charlotte County's SCADA System, how it is installed, how it operates, how it communicates, where it is vulnerable, what the current issues are and how it is secured.

Table 5.0 Allen-Bradley Phased Product Retirement Program (Rockwell Automation)

The Allen-Bradley Logix Series PLCs (excluding MicroLogix) incorporate tag-based registers that allows for quick recognition when matched with HMI database components. These PLCs support the programming languages defined in IEC 61131. This standard includes function blocks which enable a template structure for programming. Common function blocks, a pump control for example, can be reused and made standard across all programs. A phased migration program should be implemented to convert the remaining non-compliant equipment to support the new standard.

	PLC 5	Other	SLC 500	Processor	Micrologix	Points	Rank
Points per PLC	5	4	3	2	1		
Major Facility	Number of PLCs/Hardware Requiring Upgrade						
Carlton WTP	19	0	2	0	0	101	1
Jacaranda WTP	2	0	1	8	0	29	2
Venice Gardens WRF	0	5	1	0	0	23	3
Central County WRF	3	0	0	3	0	21	4
Bee Ridge	0	0	0	9	0	18	5
Pump Station 1	0	0	3	0	7	16	6
Pump Station 6	1	0	2	0	0	11	7
Pump Station 2	0	0	1	0	0	3	8
Pump Station 4	0	0	1	0	0	3	9

Fig 3. Report Example of System Assessment.
As illustrated in a previously completed SCADA Master Planning document, McKim & Creed adheres to industry standards when conducting our system assessments and determining how upgrade and replacement projects are prioritized.

DATA COLLECTION TECHNICAL MEMO WORKSHOP

Upon completion of the data collection and review, the findings will be documented in a Technical Memo and a draft will be submitted to Charlotte County for review. A workshop will be held to discuss the draft Technical Memo with the goal being to identify any missing or errant information. Upon completion of the workshop, comments will be incorporated into the Technical Memo and the final version will be issued.

SCADA SYSTEM RECOMMENDATION DEVELOPMENT

With the knowledge obtained in the previous tasks, the focus will now shift to identifying changes that need to be considered in the migration from the current system to the SCADA System Charlotte County wants for the future. Numerous assessments will be conducted of the different areas of the SCADA System, each assessment specifically designed to address the changes required to that area, the result being a complete, fully integrated SCADA System design. Items such as radio and cellular communications, SCADA software, support, staff and training will be assessed to determine the best solution for the County. Addition items such as a central operations center, incorporation of other technologies such as wi-fi and mobile applications will be included to help the

County attain the vision identified early in the project. McKim & Creed will review the items developed with Charlotte County throughout this phase to ensure the items developed stay on track with the goals identified.

We will assess the communication architecture and what is required to achieve the system objectives. The assessment will cover the facility communication architectures and any telemetry for remote sites. An overall System Communications Architecture will be developed that most appropriately meets the goals and objectives established for operation of the SCADA system and associated tracking, monitoring, and communications systems.

The SCADA hardware and software will be assessed and a migration, if needed, will be developed to identify what changes are required to achieve the goals set in the workshops. The migration plan will include software and hardware updates or replacements, licensing requirements, drivers, 3rd party software connectors and specialty modules. The migration plan will address the goals identified in the workshops with a focus on reliability, flexibility, security, standardization, support and total cost of ownership.

In addition to the SCADA software migration, a data collection and storage method will be developed. This method will define how the data is collected and stored, how it is presented to operations, maintenance and management, how reports both automatic and manual are created, and procedures for backup and restoring the data.

A peripheral systems report will be developed identifying the connectivity of peripheral systems to the SCADA and data storage system. Peripheral systems would include CMMS, LIMS and GIS systems. Included in this report will be the identification of what is required to automatically move data between the SCADA system and the peripheral systems and what additional peripheral systems can be added to the architecture. McKim & Creed will work in a fully integrated fashion with the County's IT staff to ensure proper security and access is accounted for in the plan.

The site physical security systems at each facility will be assessed including inventory management, access control, CCTV, communications and alarming. An overall System Security Architecture and Procedures will be developed to meet the goals identified in the workshops. Items of focus will be physical security of the facilities, two-factor authentication, role-based permissions, security procedures, networking access and firewalls.

To achieve the goals identified in the workshops, a list of projects will be developed. The projects will be separated into short, middle and long-term project based on criticality. A scope and budget for each project will be developed and the projects will be prioritized based on need, execution order and cost.

The deliverables from the SCADA Master Plan project will be:

B. ANTICIPATED PROBLEMS AND OUR PROPOSED SOLUTIONS

As previously discussed, we have the knowledge of your system and a detailed work plan to provide you with a comprehensive SCADA Master Plan. But as with any SCADA system, there are challenges associated with it. Thanks to our pre-existing knowledge base, we don't believe any of these challenges will be difficult to overcome. Below are some of the difficulties we foresee and how we plan to solve them:

CHALLENGE	SOLUTION
The support provided by Wonderware has been rather costly but good. However, it was recently sold to another company so their ability to support it in the future and the cost associated with it is unknown at this time.	We will work with Wonderware to ensure the county is getting the best available support and research other SCADA software packages for comparison.
CHALLENGE	**SOLUTION**
The connectivity between the plants is not reliable, especially to the Rotunda Wastewater facility.	We will work with local providers to determine the best communication solution.
CHALLENGE	**SOLUTION**
Half of the remote stations are on the proprietary DFS system and the other half have no telemetry at all.	We will look for alternatives to the DFS system and recommend implementing that at the blind stations.
CHALLENGE	**SOLUTION**
The Wonderware installations at the different facilities are all configured differently.	We will propose the development of SCADA standards to govern the development, configuration and deployment of the system.

EXAMPLES OF RECENT SIMILAR PROJECTS

SECTION VII INCLUDES:

A. PROJECTS TO DEMONSTRATE

1. SCHEDULE CONTROL
2. COST CONTROL
3. TECHNOLOGY INNOVATION
4. PROPOSED OPERATIONAL INITIATIVES

McKIM&CREED

SCADA Upgrade

PROJECT #1

Georgetown, South Carolina is an incorporated municipality with a population of approximately 9,163 residents. Tourism is a major economic driver in the area as well as local industries including International Paper and Georgetown Memorial Hospital.

The City of Georgetown is responsible for the treatment, operation and distribution of potable water, waste water, and storm drainage facilities within the city limits. The City monitors its Water Treatment Plant and Wastewater Collection system by a SCADA system.

Anticipating the need for improvements, the City hired McKim & Creed to perform the RTU, network and system uprades. We met with key stakeholders in a workshop environment to discuss key design options, specific preferences, the priority and execution order of the scope components, project timeline, and key metrics for determining success. Following the workshops, we developed a technical memo and distributed it to the City for review and comments.

Following the workshops, we performed projects to standardize their lift station RTU design, upgrade the fiber interface at 13 locations throughout City, develop HMI standards, upgrade the collections HMI application to a new platform, develop RTU Operations and Maintenance manuals, replace RTUs throughout the system, upgrade the WTP HMI application, and provide and HMI user manual and training.

PROJECT DETAILS

OWNER:

City of Georgetown, SC

CONTACT:

Will Cook

Public Water Utilities Manager

843.545.4505

wcook@cogsc.com

TIMELINE

June 2018 - Present

TEAM MEMBERS

Jason Davis, PE |Project Manager

Mike Stoup, PE| Principal

1. Schedule Control

We were hired to quickly replace the City's failing HMI system so operations wasn't left blind and forced to manually run the plant. We mobilized quickly and were able to successfully replace the existing HMI before any operational issues were realized.

WWTP SCADA Upgrade Evaluation

PROJECT #2

PROJECT DESCRIPTION

The City of Inverness currently operates a 1.5 MGD Wastewater Treatment Plant that was built in 2008. The SCADA system software and computer hardware had not been upgraded since the construction of the facility, was operating on outdated software that was not supported by the vendor and was unstable. The SCADA system was critical to the operations and reporting of the plant processes and its failure could have greatly impacted operations of the plant and potentially caused an outage that could have lasted for days or weeks.

To mitigate this risk, the City elected to replace the existing Citect HMI system with a new VTScada HMI system. McKim & Creed developed all of the graphics using the High Performance Graphics ISA standard, developed all of the HMI tags and alarms, and incorporated historical logging and alarming. To minimize the data impact, the Citect historical database was exported and imported into VTScada for a seamless transfer of data.

2. Cost Control

With our extensive knowledge of both Citect and VTScada, we were able to accurately estimate the effort required to replace the Citect HMI. Then, by utilitizing our project cost controls, we were able to complete this project on budget without change orders.

PROJECT DETAILS

OWNER & LOCATION:

City of Inverness, FL

CONTACT:

Mr. Eric Williams

Assistant City Manager

352.726.2611 x1011

ewilliams@Inverness-FL.Gov

TIMELINE

March 2018 - December 2018

TEAM MEMBERS

Eric Brown | Project Manager

Mike Stoup, PE | Principal

HMI EVALUATION

POST-ANALYSIS SUMMARY

HMI Evaluation

PROJECT #3

A confidential Client (Client) currently uses Citect SCADA developed by Schneider Electric for their SCADA Human Machine Interface (HMI) software at all water plants, wastewater plants and for their collections system. The system includes multiple clients along with primary and secondary servers to support the various facilities within the service area. In addition, the Client utilizes CitectHistorian as the historical data repository software.

McKim & Creed evaluated five different SCADA HMI software platforms and prepared an evaluation report, including recommendations, based on the findings.

We analyzed the current system and potential future enhancements to fully understand the Client's needs and desires for their SCADA HMI system. We worked with the Client to develop the evaluation criteria for the software platforms. The evaluation activities and evaluation report prepared the Client to make an informed decision regarding a change to a different SCADA HMI software platform.

PROJECT DETAILS

OWNER:

Confidential

CONTACT:

Confidential

TIMELINE

August 2017 - August 2018

TEAM MEMBERS

Eric Brown | I&C Engineer

Mike Stoup, PE| Project Manager

2. Cost Control

By working closely with the client, we were able to effectively focus on the task at hand and successfully bring the project in under budget. Numerous workshops were held to determine the exact needs of the client, and these directed the investigation and evaluation of the software.

Potable Water Supply and Nanofiltration Treatment System

PROJECT #4

As part of the design for the new Craven County water supply and treatment facilities, McKim & Creed provided I&C and SCADA system design services that included project specifications and drawings for the construction project. The design included Process & Instrumentation Diagrams (P&IDs), construction and design details, network communications drawings and equipment specifications. **The design was based on an Allen Bradley CompactLogix PLC system with control panels included for the individual filtration skids**, the calcite filter system and a balance of plant control panel. The raw water supply includes **Remote Telemetry Units (RTUs)** at each well location, with small CompactLogix PLCs. Communications between control panels is fiber-optic, cable-based Ethernet, with the plant and well field also connected to a county-wide fiber network system. The county water distribution system can be monitored through RTUs located at water storage tanks and connected to this network.

Plant monitoring and control was provided through Trihedral VTScada software arranged as redundant SCADA servers; and included a historical data collection server for data analysis, trending and reporting operations. Access to the process and the SCADA system was provided to operators through workstations with dual monitors located on a control room operator desk in the administration building.

McKim & Creed SCADA system engineers were involved in the project **through the completion of the construction and startup processes**. This included verification of proper operation for the vendor systems; coordination and testing of the plant well fields, and distribution system and plant support systems; providing owner training for the SCADA system; and construction oversight and inspection.

The SCADA system is expandable to meet the full buildout capability of the plant, with only the need to add individual vendor control panels or new RTUs at future well locations. Expansion of the SCADA system to monitor and control the complete water distribution system, including water tanks, booster pumping stations and other wellfields, is being planned in future projects.

3. Technology Innovation

We worked with Craven County to implement an automatic start-up and shutdown of the Reverse Osmosis system to minimize operations involvement and reduce errors. We supported the project team, and continue to support the County, through secure remote access, reducing response time and increasing operational uptime.

PROJECT DETAILS

OWNER:

Craven County

CONTACT:

Mr. Rusty Hayes

Water & Sewer Superintendant

252.636.6615

rhayes@cravencountync.gov

TIMELINE

July 2012 - August 2016

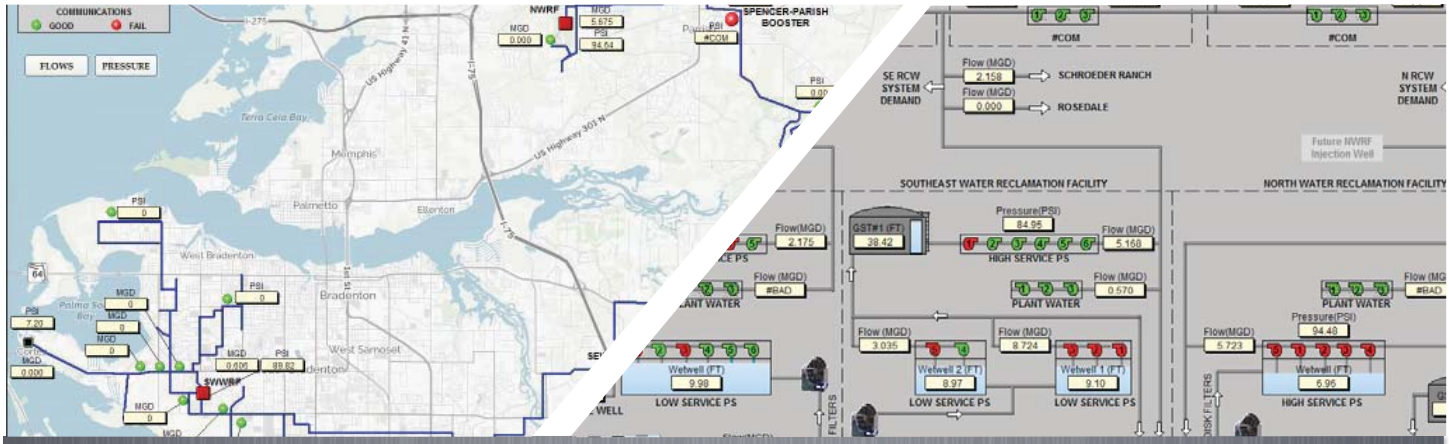
TEAM MEMBERS

Eric Brown | I&C Engineer

Jason Davis, PE | I&C Engineer

Michael Tweedel, PE | SCADA Design

Flavio Velecela, EI | I&C Engineer



MCMRS Supply Management Improvements

PROJECT #5

The Manatee Agricultural Reuse System (MARS), which as a low-pressure, free discharge of reclaimed water (RCW) for local farmers, has evolved to include residential and bulk user applications that require higher water quality and increased pressure. Seasonal variations on the RCW system add to operational complexity.

McKim & Creed provided engineering consulting services for the evaluation, design and construction phase services of facilities and controls that provide the county with a centralized location to monitor, control and automate RCW system operations. These improvements allow the county to better monitor localized system flows and pressures, limit flows where indicated, and manage RCW storage within the respective service areas in the system.

For this project, McKim & Creed developed a central SCADA control network and installed flow meters at booster pump stations or between service areas, automated valves to assist with the distribution and direction of flow, additional telemetry and controls, and remote pressure sensors. Pumping capacity at the existing booster pumping stations was increased, and a means to improve component reliability was evaluated and implemented. In addition, McKim & Creed conducted stakeholder meetings with operations, maintenance and management staff to determine ongoing needs and issues, and made staffing recommendations for the operation of the overall RCW system.

3. Technology Innovation

To maximize the use of the SCADA system, we combined data from different sources and created dashboard HMI screens. This HMI development technique allows operations to view various, relevant data on a single graphic screen, reducing confusion and improving operational awareness.

PROJECT DETAILS

OWNER:

Manatee County

CONTACT:

Mr. Jeff Koch

Senior Industrial Electrician

941.792.8811 x 5178

jeff.koch@mymanatee.org

TIMELINE

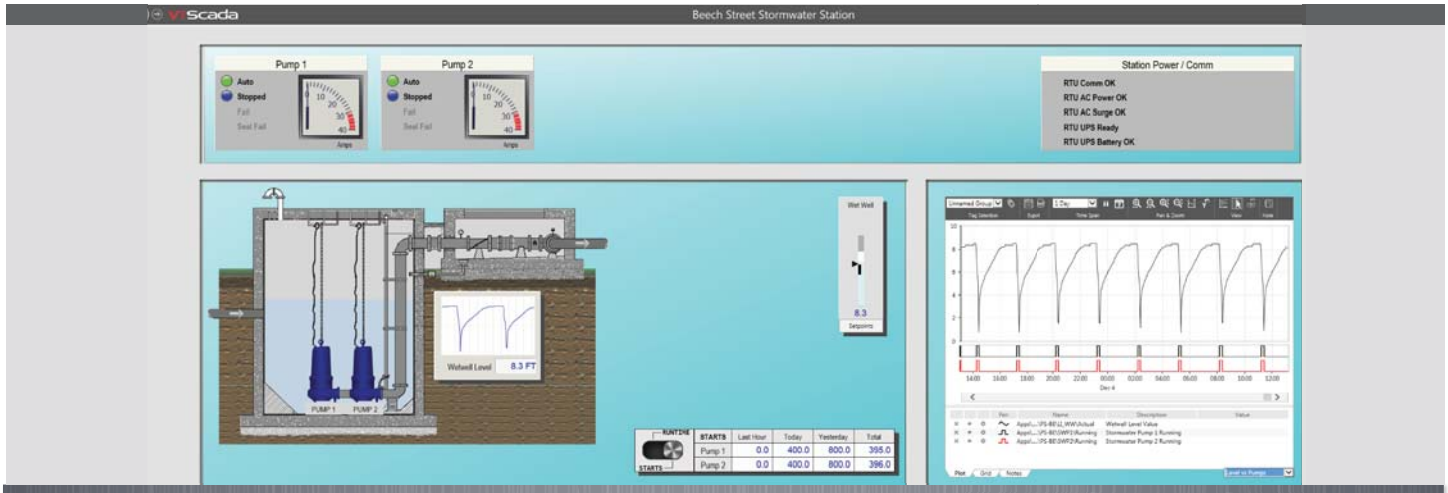
February 2014 - Present

TEAM MEMBERS

Eric Brown | I&C Engineer

Michael Tweedel, PE | SCADA Design

Flavio Velecela, EI | I&C Engineer



Stormwater Pump Station HMI System

PROJECT #6

The City of Virginia Beach, Department of Public Works maintains 16 different stormwater sites and has an existing project to upgrade the remote monitoring at each site with a PLC and remote telemetry. They wanted to monitor the sites remotely either via computer or mobile device in order to notify members of the stormwater team when a site is in fault or experiencing difficulty so they can respond and maintain operations.

McKim & Creed procured and provided an Azure cloud-hosted redundant pair of VTScada server machines and a 1000 tag VTScada server license. McKim & Creed developed the VTScada application to monitor and control the 16 stormwater sites and deployed the VTScada application and client licenses, performing startup and commissioning to put all stations online.

McKim & Creed provided a private Verizon cellular network for the 16 sites and developed the screens and tags for the application. On-site training for operations and maintenance staff was conducted once installation and programming were completed.

4. Proposed Operational Initiatives

Using a Cloud Hosted HMI environment, we were able to provide web-based connectivity to Stormwater management, maintenance and operations. This enables the staff to remotely monitor the stations, eliminating the need to visit each station to determine station operation or issues.

PROJECT DETAILS

OWNER:

City of Virginia Beach

CONTACT:

Mr. Mark Jones, PE

Project Manager

757.385.1450

maarjone@vbgov.com

TIMELINE

December 2016 - Present

TEAM MEMBERS

Eric Brown | I&C Engineer

Jason Davis, PE | Cybersecurity

Mike Stoup, PE | Project Manager

Lift Station SCADA Modernization

PROJECT #7

The Virginia Beach Department of Public Utilities determined that its capacity for monitoring, communicating, and storing data for its 413 sewage pumping stations and dozens of water supply facilities no longer met the community's needs.

McKim & Creed designed a replacement system using Schneider PLCs, Citect HMI and DNP3 communications over radio and cellular networks. Upon completion of the design, McKim & Creed was hired to provide construction observation during the project to help the contractor, Systems East, Inc. (SEI), research the existing installation, identify potential issues and resolve them before the outage, test the station offline, verify proper installation techniques and assist with the checkout and commissioning during the outage. This provided a liaison between SEI and Virginia Beach maintenance, which ensured that the scope of the project was maintained while the goals of Virginia Beach were met.

We performed all PLC programming and led all offline testing to ensure consistency with the design and system readiness prior to installation. Narratives and functional descriptions were developed by McKim & Creed and reviewed by Virginia Beach prior to programming. Opportunities to standardize the programming of similar stations were capitalized on to reduce the number of different programs in the system and provide operations and maintenance the same experience across the system. The HMI programming was done by another firm remotely, so we developed interface documents to define the communications between the PLC and HMI to better clarify the signals.

Throughout the project, we provided training to the operations and maintenance staff of Virginia Beach. Training included general overviews of the project and specific training on PLC programming, stations, communications and troubleshooting. Multiple classes of the same course were held throughout the project for reinforcement. Classes included a combination of lecture, hands-on and field site visits.

Our execution of this project maintained the standardization goals of the design through consistency and construction observation. Our knowledge of the design and subsequent PLC programming, construction observation, and training efforts provided unique advantages to the city.

Scope Control

By having the construction and integration scope items performed by the design firm, adherence to the scope was maintained and implementation decisions were made with full understanding of the design decisions and client goals. These decisions included the process control through PLC programming and the construction, which greatly minimized change orders and delays.

PROJECT DETAILS

OWNER:

City of Virginia Beach

CONTACT:

Mr. Joshua Holt, PE

Project Manager

757.385.8485

JHolt@vbgov.com

TIMELINE

July 2012 - Present

TEAM MEMBERS

Eric Brown | I&C Engineer

Mike Stoup, PE | Principal

Michael Tweedel, PE | SCADA Design

Gene Robinson, PE | Project Manager

Brian Thorniley, PE | PLC Programmer

::ADDITIONAL EXPERIENCE

SECTION VII INCLUDES:

A. VALUE ENGINEERING

B. LIFE CYCLE COST ANALYSIS

C. SPECIALIZED EXPERIENCE

McKIM&CREED

A. VALUE ENGINEERING

Value engineering is a critical component in a SCADA master planning project. We will hold workshops with County staff to determine the best ways to balance technology choices with system needs, lowest cost, and project risk.

We typically follow the Value Methodology (VM) approach developed by SAVE International® for facilitating value engineering workshops.

VM, also known as value engineering, is a systematic and structured approach for improving projects and processes. VM is used to analyze and improve planning, design and construction phases of a project.

VM helps achieve an optimum balance between function, performance, quality, safety and cost. The proper balance results in the maximum value for the project. Value is the reliable performance of functions to achieve expectations at the lowest overall cost. It can be calculated as:

Value = Function/Cost

Function is what the product or service is supposed to achieve.

Cost is the expenditure needed to create it.

The VM follows SAVE International®'s standard job plan, which consists of six phases:

1. **Information:** gather information to better understand the project.
2. **Function Analysis:** analyze the project to understand and clarify the required functions.
3. **Creative:** generate ideas on all possible ways to accomplish the required functions.
4. **Evaluation:** synthesize ideas and concepts, and select those that are feasible for development into specific value improvements.
5. **Development:** select and prepare the 'best' alternative(s) for improving value.
6. **Presentation:** present the value recommendation to the project stakeholders.

The best results are achieved by a multi-disciplined team with experience and expertise relevant to the project being studied. A Certified Value Specialist® (CVS) usually leads the team to ensure the VM is properly followed.

CASE STUDY: VALUE ENGINEERING

NORTHWEST REGIONAL WATER RECLAMATION FACILITY EXPANSION

We conducted formal value engineering (VE) workshops for the $192 million expansion of the Northwest Regional Water Reclamation Facility Expansion for Hillsborough County. The 3½-day value engineering workshop included the owner, design team, and contractor.

A total of 239 VE concepts were developed through the workshops. Evaluation of these concepts resulted in 126 design, construction, and operational ideas that were short listed for further costing and consideration. **The VE workshop resulted in $10.5 million savings.**

B. LIFE CYCLE COST ANALYSIS

McKim & Creed has recent experience with life cycle cost analysis as part of water reclamation facility master planning and preliminary engineering for the City of Tampa, Sarasota County, City of St. Augustine and others. When considering SCADA projects, our life cycle cost analysis is a minimum of 10 years for HMI software and 20 years for PLC hardware.

The life cycle cost analysis for this project would include evaluating different hardware and software packages for your longterm SCADA vision and would consider:

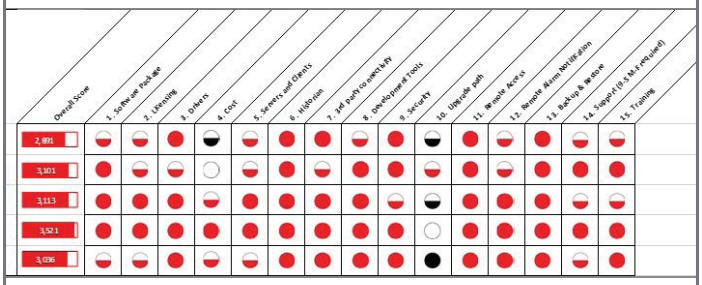
- Cost of existing annual vendor SCADA system support
- Analysis of benefits received from annual vendor SCADA system support
- Costs to upgrade HMI software to latest versions and/or replace HMI software
- Costs to upgrade PLC hardware to supported versions
- Effort required by County staff to maintain/troubleshoot SCADA systems

The life cycle cost analysis would also require consideration of capital costs and operating costs. The alternative with the lowest "present worth" cost is the most cost-effective in consideration of expenditures and benefits. In developing the different alternatives, it will be important that all options meet the same threshold for level of service.

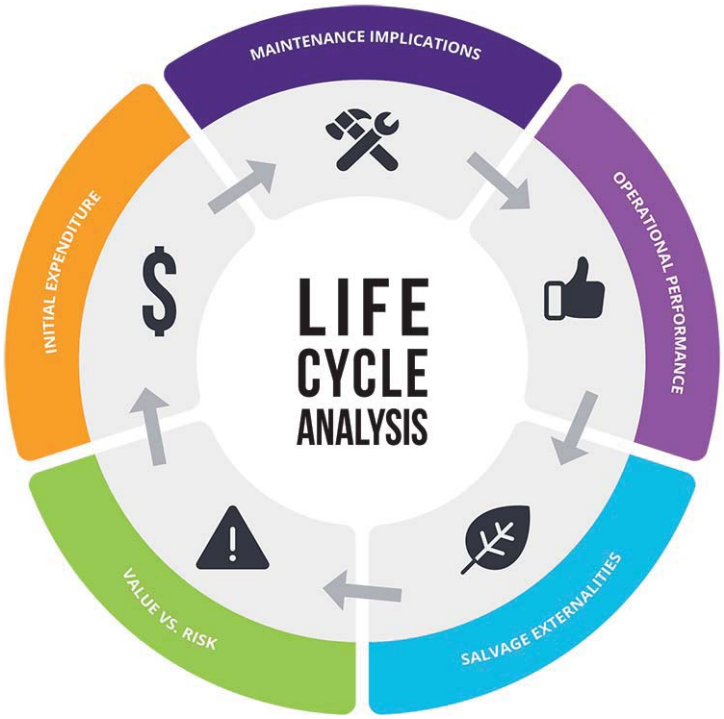
Not all factors in the life cycle evaluation can be equated into annual costs and capital costs. There are non-monetary factors, such as potential future scenarios for regulations and growth, and certain risks that are best understood as additional decision criteria are developed outside of the life cycle cost evaluation. Weighting factors will be developed for these non-monetary factors so that an informed decision can be made.

CASE STUDY: LIFE CYCLE COST ANALYSIS

HMI EVALUATION



During this project we evaluated the various features and implementation strategies for the different HMI software packages. The criteria was weighted according to importance and an overall score was developed. The total cost of ownership was calculated using a 10-year projection which included both internal and external costs. This comprehensive capture of all costs provided a complete picture and estimate of the cost the client could expect to incur over the life of the SCADA system for the next 10 years and was a critical component in determining the best decision.



C. SPECIALIZED EXPERIENCE

McKim & Creed brings extensive IT and SCADA master planning experience throughout the southeastern United States. In addition, McKim & Creed has the unique ability to implement the results of this master plan, based on our team's knowledge of the County's SCADA system. This ability drives our planning, engineering, designs and specifications to be focused on functionality as well as maintainability. We fully understand you will install this once but you will maintain it for years. An engineered system that is difficult to maintain is a poorly engineered system. We have the expertise to know the difference and engineer a system that can be maintained.

CERTIFICATIONS

Our team is led by licensed professional engineers, but more importantly, our lead technical specialist, Eric Brown, holds the highest level of Wonderware certifications available. These certifications were obtained after a series of examinations, which gives him a keen insight into your current system. This knowledge gives us an understanding of how the software works and the best way to optimize it for the County's needs.

EXPERIENCE WITH COUNTY SYSTEMS

We are currently serving as the County's integrators under an ongoing SCADA contract. Our system knowledge will reduce the duration and costs during the research phase of this project. In addition, we have an established relationship with County staff which will reduce the possibility for miscommunication. We also have the benefit of Jon Greenwood, PE, who worked as an iinstrument technician, engineer and project manager with Charlotte County for 3 years He knowsthe County SCADA system—how it is deployed, how it is maintained, and what you need to efficiently operate your facilities.

SCADA MASTER PLANNING EXPERTISE

As already established in Section III, our team has the necessary SCADA master planning experience necessary to complete this project. We understand how important the County's input is throughout the entire process. We recognize the need to balance technology desires with their associated costs. And we know how important a secure SCADA network is. We will bring this expertise to your SCADA master plan, ensuring a smooth process as we bring your system into the future.

INDUSTRY KNOWLEDGE

We aren't just a team of SCADA engineers and controls integrators. We have the strong backbone of 40 years of water/wastewater industry experience. We know how important a SCADA system is to operate and maintain your water and wastewater treatment plants and associated collections and distribution systems.

::VOLUME OF WORK

SECTION IX INCLUDES:

PROPOSAL SUBMITTAL SIGNATURE FORM

McKIM&CREED

PART IV - SUBMITTAL FORMS
PROPOSAL SUBMITTAL SIGNATURE FORM

1.	Project Team Name and Title	Years experience	City of office individual will work out of for this project	City individual's office is normally located	City of individual's residence
	Michael Tweedel, PE	33	Sarasota	Clearwater	Riverview, FL
	Mike Stoup, PE	25	Clearwater	Clearwater	Tampa, FL
	Gene Robinson, PE	31	Clearwater	Clearwater	Safety Harbor, FL
	Jason Davis, PE	16	Raleigh, NC	Raleigh, NC	Raleigh, NC
	Brian Thorniley, PE	27	Sarasota	Clearwater	Valrico, FL
	Suvath Seng, EI	1	Clearwater	Clearwater	St. Petersburg, FL
	Eric Brown.	24	Sarasota	Clearwater	Clearwater, FL
	Flavio Velecela, EI	20	Clearwater	Clearwater	St. Petersburg, FL
	Jon Greenwood, PE (Innovative Process Automation)	18	Nokomis, FL	Nokomis, FL	Nokomis, FL

2.	Magnitude of Company Operations	
	A) Total professional services fees received within last 12 months:	$ 92,228,636
	B) Number of similar projects started within last 12 months:	1
	C) Largest single project to date:	$ 18,039,970 design cost

3.	Magnitude of Charlotte County Projects	
	A) Number of current or scheduled County Projects	Two
	B) Payments received from the County over the past 24 months (based upon executed contracts with the County).	$ 133, 970

4.	Sub-Consultant(s) (if applicable)	Location	% of Work to be Provided	Services to be Provided
	Innovative Process Automation	Nokomis, FL	20%	Controls Technician

5. Disclosure of interest or involvement: List below all private sector clients with whom you have an active pending contract and who have an interest within the areas affected by this project. Also, include any properties or interests held by your firm, or officers of your firm, within the areas affected by this project.

	Firm Not Applicable	Address
	Phone #	Contact Name
	Start Date	Ending Date
	Project Name/Description	

NAME OF FIRM McKim & Creed, Inc.

(This form must be completed and returned)

6. Minority Business: Yes _____ No ✓
The County will consider the firm's status as an MBE or a certified MBE, and also the status of any sub-contractors or sub-consultants proposed to be utilized by the firm, within the evaluation process.
Comments or Additional Information:

The undersigned attests to his/her authority to submit this proposal and to bind the firm herein named to perform as per contract, if the firm is awarded the Contract by the County. The undersigned further certifies that he/she has read the Request for Proposal, Terms and Conditions, Insurance Requirements and any other documentation relating to this request and this proposal is submitted with full knowledge and understanding of the requirements and time constraints noted herein.

By signing this form, the proposer hereby declares that this proposal is made without collusion with any other person or entity submitting a proposal pursuant to this RFP.

In accordance with section 287.135, Florida Statutes, the undersigned certifies that the company is not on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, and does not have business operations in Cuba or Syria (if applicable) or the Scrutinized Companies that Boycott Israel List, or is not participating in a boycott of Israel.

As Addenda are considered binding as if contained in the original specifications, it is critical that the Consultant acknowledge receipt of same. The submittal may be considered void if receipt of an addendum is not acknowledged.

Addendum No._____ Dated_____ Addendum No._____ Dated_____ Addendum No._____ Dated_____

Addendum No._____ Dated_____ Addendum No._____ Dated_____ Addendum No._____ Dated_____

Type of Organization (please check one):

INDIVIDUAL (_)
PARTNERSHIP (_)
CORPORATION (✓)
JOINT VENTURE (_)

McKim & Creed, Inc.
Firm Name

919.233.8091
Telephone

919.233.8031
Fax

Fictitious or d/b/a Name

56-2136769
Federal Employer Identification Number (FEIN)

1730 Varsity Drive, Venture IV Building, Suite 500
Home Office Address

Raleigh, NC 27606
City, State, Zip

40
Number of Years in Business

551 North Cattlemen Road, Suite 106, Sarasota, FL 34232
Address: Office Servicing Charlotte County, other than above

Eric Brown
Name/Title of your Charlotte County Rep.

941.379.3404
Telephone

941.203.1956
Fax

Mike Stoup, PE | Assistant Vice President
Name/Title of Individual Binding Firm (Please Print)

mstoup@mckimcreed.com
Email Address

Signature of Individual Binding Firm

1/28/2019
Date

(This form must be completed & returned)

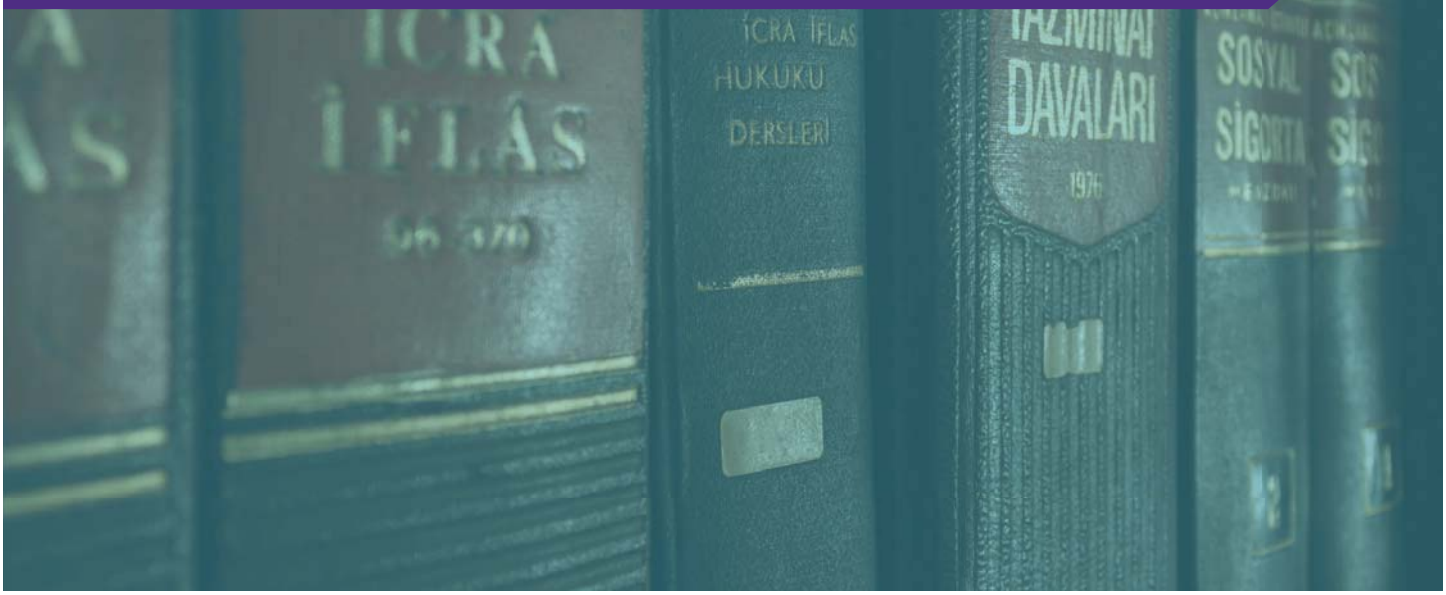
::LITIGATION

SECTION X INCLUDES:

LITIGATION

McKIM&CREED

LITIGATION



Listed below is McKim & Creed's experience with litigation during the past five years.

Litigation in the Past 5 Years

2017 | Onslow Water and Sewer Authority v. McKim & Creed – Claim based on improper equipment being installed by contractor | Claim dismissed in 2018

2017 | Tony E. Hawley Construction Co. v. McKim & Creed – Claim from contractor that time extensions were not properly granted | Claim dismissed in 2017

2017 | American Integrity Insurance v. McKim & Creed – Property damage claim relating to survey boundary rod | Claim dismissed in 2017

2014 | Town of Hope Mills v. Crowder Construction et al; - Claim against contractor and designers for dam | Claim resolved in 2014

2014 | New Bern Riverfront Development v. Weaver Cook Construction et al; - Third party claim based on defective construction with ancillary allegations that could relate to design | Claim resolved in 2014

::MINORITY BUSINESS

SECTION XI INCLUDES:

MBE INFORMATION

McKIM&CREED

MBE CERTIFICATION

A. MBE CERTIFICATION

At this time, McKim & Creed is not a Certified Minority Enterprise. We are committed to partnering with historically underutilized businesses, small businesses, small disadvantaged businesses, woman-owned businesses and minority businesses when the need arises. For this project, we have not teamed with any minority consultans.

::APPENDIX

APPENDIX INCLUDES:

ADDITIONAL FORMS

RESUMES

McKIM&CREED

DRUG FREE WORKPLACE FORM

The undersigned vendor in accordance with Florida Statute 287.087 hereby certifies that McKim & Creed, Inc. (name of business) does:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).

4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.

6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

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

Proposer's Signature

01/28/2019

Date

END OF PART IV

(This form must be completed & returned)

MICHAEL TWEEDEL, PE

PROJECT MANAGER

KEY QUALIFICATIONS

- ✓ SCADA Systems Planning and Design
- ✓ Instrumentation and Controls (I&C) Systems
- ✓ PLC & HMI Software Implementation
- ✓ Wireless Communications Systems

EDUCATION

UNIVERSITY OF SOUTHWESTERN LOUISIANA
B.S., Electrical Engineering

LICENSURE

PE / FL / 60940

PE / NC

Mr. Tweedel's career spans over 32 years of design, implementation and management of SCADA system and process instrumentation and controls projects. He offers extensive experience in the areas of SCADA and control system planning and design, telemetry and wireless communications systems, PLC and HMI software implementation, communications and network planning and control systems implementation. His system hardware and software knowledge extends to platforms provided by Allen Bradley/Rockwell Software, Schneider Electric/Modicon/Wonderware/Citect, Trihedral VT SCADA software, General Electric PAX controllers and iFIX and Cimplicity software.

SELECTED PROJECT EXPERIENCE

FOXFIRE IQ STATION MASTER PLAN

COLLIER COUNTY, FL

Mr. Tweedel served as I&C project manager. McKim & Creed provided design services to develop a master plan for local and SCADA-based control for the upgrade of operation at the Foxfire IQ Station. The controls at this station included several flow, pressure and level transmitters, pressure regulating and motor operated valves, variable and constant speed motor controls, local control panels with PLC and RTU controls and radio communications. The results of this effort were structured so the County could evaluate the implementation work in parts and implement as operational and financial considerations allowed.

SCADA MASTER PLAN PHASES 1-4

CITY OF DURHAM, NC

Mr. Tweedel provided lead technical services for a multi-part/multi-phase SCADA System Master Planning effort that included a SCADA system hardware component inventory and assessment resulting in a technical memorandum detailing components, observations and recommendations. Activities included field investigations for two water treatment plants, two reclamation facilities, two raw water pump stations, seven booster pump/interconnect stations, six storage tanks and fourteen representative lift and collection stations.

COUNTY-WIDE SCADA MASTER PLAN

SARASOTA COUNTY, FL

Mr. Tweedel was project engineer of this county-wide SCADA master planning effort, McKim & Creed conducted an overall SCADA system evaluation which included interviews with key departments related to, or affected by, the systems to assess their needs and gather feedback to formulate system standards and goals.

MIKE STOUP, PE

PRINCIPAL

KEY QUALIFICATIONS

- ✓ Project Management
- ✓ QA/QC
- ✓ Automation & Controls
- ✓ Electrical Engineering

EDUCATION

UNIVERSITY OF SOUTH FLORIDA
B.S., Electrical Engineering

LICENSURE

PE / FL / 65702

PE / NC, TX, LA, KY CA, NY

Mr. Stoup's career spans over 25 years of design, implementation and management of SCADA system and process instrumentation and controls projects in the industrial and municipal marketplace. He offers extensive experience in the areas of control system planning and design, PLC and HMI software implementation, communications and network planning and control systems implementation. His system hardware and software knowledge extends to platforms provided by Allen Bradley/Rockwell software, Emerson DCS systems and Wonderware software.

SELECTED PROJECT EXPERIENCE

CURREN WWTP MASTER PLAN PHASE I,

CITY OF TAMPA, FL

Mr. Stoup served as SCADA project manager to provide engineering services for phase 1 of the project, which included review of the historical and ongoing projects, reports and studies; initial observation and familiarization of the plant; and a conceptual level assessment of major equipment within the facility and the current operations.

HMI EVALUATION

CONFIDENTIAL CLIENT

Mr. Stoup served as project manager for the evaluation of five different SCADA HMI software platforms for a confidential client (Client). McKim & Creed analyzed the current system and potential future enhancements to fully understand the Client's needs and desires for their SCADA HMI system and prepared an evaluation report, including recommendations, based on the findings. McKim & Creed worked with the Client to develop the evaluation criteria for the software platforms. The evaluation activities and evaluation report prepared the Client to make an informed decision regarding a change to a different SCADA HMI software platform.

SCADA NETWORK TOPOLOGY

PINELLAS COUNTY, FL

Mr. Stoup served as project manager to provide engineering services to Pinellas County for the SCADA network topology documentation, back up and recovery project. In order for the county to have a maintainable, up-to-date SCADA network, McKim & Creed performed project management, current-state hardware documentation, and current-state HMI software documentation.

GENE ROBINSON, PE

QA/QC

KEY QUALIFICATIONS

- ✓ SCADA Systems Planning and Design
- ✓ PLC
- ✓ Electrical Circuits and Design
- ✓ HMIs

EDUCATION

AUBURN UNIVERSITY
B.S., Electrical Engineering

LICENSURE

PE / FL / 62976

Mr. Robinson offers more than 31 years of experience working with implementation and management of SCADA system and process instrumentation and controls projects in the industrial and municipal marketplace. He offers extensive experience in the areas of SCADA and control system planning and design, telemetry and wireless communications systems, PLC and HMI software implementation, communications and network planning and control systems implementation.

SELECTED PROJECT EXPERIENCE

COUNTY-WIDE SCADA MASTER PLAN

SARASOTA COUNTY, FL

Mr. Robinson was project manager of this county-wide SCADA master planning effort, McKim & Creed conducted an overall SCADA system evaluation which included interviews with key departments related to, or affected by, the systems to assess their needs and gather feedback to formulate system standards and goals.

INSTRUMENTATION CONTROL AND MONITORING MASTER PLAN

PINELLAS COUNTY, FL

Mr. Robinson served as Instrumentation and Controls Manager for this project. Pinellas County Utilities operates an extensive infrastructure system that includes water transmission and distribution, wastewater collection and treatment, reclaimed water distribution, and solid waste collection and disposal systems. The facilities that provide these services need to be continuously monitored, controlled, maintained and secured. McKim & Creed provided an overview of the SCADA system architecture, software/hardware configurations, network communications requirements, customer response and dispatch management systems, database management solutions, central control room conceptual design and required improvements at the major PCU facilities and remote monitoring and control sites. The final report included the final systems configurations and hardware/software selections, schematic illustrations of operations control center layout, budgetary estimates, and implementation and phasing plans.

SCADA MASTER PLAN UPDATE AND SCADA SYSTEM UPGRADES

CITRUS COUNTY, FL

Mr. Robinson served as Project Manager in charge of reviewing and updating the county's SCADA Master Plan and developing targeted projects. McKim & Creed installed and updated SCADA servers and VTSCADA software at Meadowcrest WWTP control room and converted two existing centrifuges to PLC-based control and integrated into the Meadowcrest WWTP SCADA system.

JASON DAVIS, PE

CYBER SECURITY

KEY QUALIFICATIONS

- ✓ Network & Security
- ✓ PLC
- ✓ Electrical Circuits & Design
- ✓ HMI
- ✓ Instrumentation & Controls

EDUCATION

NC STATE UNIVERSITY
B.S., Electrical Engineering

NC STATE UNIVERSITY
B.S., Computer Engineering

LICENSURE

PE / SC, NC, MD, VA

Mr. Davis specializes in the design, development, operation and optimization of efficient automation and control systems. He has extensive experience in the planning, design, evaluation, implementation, and construction administration of a wide variety of SCADA systems for water and wastewater treatment facilities, as well as telemetry and wireless communication systems for collection systems and water distribution systems. With a degree in Computer Engineering, Mr. Davis specializes in network and security engineering, including: Cyber Security, SSL Certificates, Server Virtualization, VPN and other networking strategies.

SELECTED PROJECT EXPERIENCE

SCADA MASTER PLAN PHASES 1-4

CITY OF DURHAM, NC

Mr. Davis provided SCADA engineering services for a multi-part/multi-phase SCADA System Master Planning effort that included a SCADA system hardware component inventory and assessment resulting in a technical memorandum detailing components, observations and recommendations. Activities included field investigations for two water treatment plants, two reclamation facilities, two raw water pump stations, seven booster pump/interconnect stations, six storage tanks and fourteen representative lift and collection stations.

STORMWATER HMI

CITY OF VIRGINIA BEACH, VA

Mr. Davis served as project engineer for the implementation of a stormwater HMI system. McKim & Creed installed an Azure cloud-hosted primary/redundant pair of VTScada server machines (server class) and a 1000 tag VTScada server license, developed the VTScada application to monitor and control the 16 stormwater sites, deployed the VTScada application and client licenses, and performed startup and commissioning to put all stations online.

WTP REHABILITATION

ROCKVILLE, MD

Designed and oversaw the replacement of the 8-MGD WTP's existing GE Series 90-30 PLC-based control system with a Rockwell Automation distributed PLC-based control system. The existing control system, consisting of two GE Series 90-30 PLCs and three remote input/output racks, was replaced with an Ethernet-based distributed control system featuring five Rockwell Automation SLC 5/05 PLCs.

BRIAN THORNILEY, PE

DESIGN ENGINEER

KEY QUALIFICATIONS

- ✓ Instrumentation & Controls
- ✓ SCADA
- ✓ HMI and PLC Programming and Design

EDUCATION

CHRISTIAN BROTHERS UNIVERSITY, MEMPHIS
B.S.E.E., Electrical Engineering

UNIVERSITY OF MEMPHIS
Attended,, Electrical Engineering M.S.E.E.

LICENSURE

PE / FL / 70765
PE / TX

Mr. Thorniley's career spans over 26 years of design, implementation and management of SCADA system and process instrumentation and controls projects in the industrial and municipal marketplace. He offers extensive experience in the areas of SCADA and control system planning and design, wireless communications systems, PLC and HMI software implementation, communications and network planning and control systems implementation. His system hardware and software knowledge extends to platforms provided by Allen Bradley/Rockwell software, Schneider Electric/SquareD/Modicon, Siemens, Motorola, Intellution and Wonderware software.

SELECTED PROJECT EXPERIENCE

SCADA MODERNIZATION

CITY OF VIRGINIA BEACH, VA

Mr. Thorniley served as project engineer for this project. McKim & Creed provided construction observation and performed all PLC programming and led all offline testing to ensure consistency with the design and system readiness prior to installation. The implementation of the standard design and architecture was a complex and extensive undertaking. McKim & Creed worked with Virginia Beach and the contractor to put together a comprehensive plan to upgrade 450 stations while continuing to provide uninterrupted services to the residents and businesses of Virginia Beach. This plan included the offline testing of each component of the system prior to deployment to the field to ensure minimum downtime. Virginia Beach Operations was included in the plan development so they could make system configuration changes to maintain service during the upgrade outage. Coordination for the outage was carefully planned and frequent review points were held before and during the outage to ensure the process was successful.

SCADA IMPROVEMENTS AT HILLSBOROUGH COUNTY WTFS

HILLSBOROUGH COUNTY, FL

Mr. Thorniley served as project engineer for this project. McKim & Creed created an accurate, single set of piping and instrumentational diagram (P&ID) drawings from the existing P&ID drawings and verified in the field to reflect the actual conditions. After they were complete, the drawings were used to build the new graphical portion of the SCADA system using the PUD standard Citect genies and interface screen conventions. New or updated hardware and licenses required for the conversion were purchased.

SUVATH SENG, EI

ENGINEER SUPPORT

KEY QUALIFICATIONS

- ✓ Electrical Engineering
- ✓ Low Voltage

EDUCATION

UNIVERSITY OF SOUTH FLORIDA
B.S., Electrical Engineering

LICENSURE

EI / CA

Mr. Seng recently joined McKim & Creed as an engineer intern, assisting in the design of low voltage power, lighting, grounding, control, and instrumentation systems and equipment for the water/wastewater industry.

SELECTED WORK EXPERIENCE

NORWOOD WTP CO2 SYSTEM REPLACEMENT

CITY OF MIAMI, FL

Mr. Seng served as electrical engineer intern for the electrical and controls engineering design for the installation of two new CO2 systems and chemical system upgrades for the Norwood WTP in North Miami Beach.

SLC UPGRADES FOR FAWN RIDGE

HILLSBOROUGH COUNTY, FL

Mr. Seng served as electrical engineer intern providing low voltage designs. The Fawn Ridge Water Treatment facility has numerous SLC500 PLCs and this hardware was approaching the end of its supported life which meant spare parts were more difficult to find and components were failing more often. The County has been executing a SCADA upgrade program to address these types of hardware situations and the upgrade of this hardware was a continuation of that effort. McKim & Creed performed the upgrades including procurement and installation of the hardware, research and documentation of the control panels, programming of the PLCs and Citect and check-out, startup and commissioning services.

LIFT STATION 87 DESIGN AND CONSTRUCTION

CITY OF SARASOTA, FL

Mr. Seng is serving as electrical engineer intern providing low voltage designs on this critical lift station replacement project. Construction on the original project began in 2011; however, due to design and construction issues, the original project failed and the contract with the initial engineer was terminated. The City then retained McKim & Creed to manage its $32 million program, evaluate the original design, propose design revisions, and develop a pro-active public outreach program to regain the trust of the elected officials and the residents. The project was conducted in two phases: Phase 1 for evaluation and Phase 2 for redesign and construction.

ERIC BROWN

SENIOR I&C SPECIALIST

KEY QUALIFICATIONS

- ✓ SCADA
- ✓ HMI
- ✓ PLC Programming
- ✓ Electrical Circuits and Design
- ✓ Electrical Control Panel Design

EDUCATION

UNIVERSITY OF SOUTH FLORIDA
B.S.E.E., Electrical Engineering

TAMPA TECHNICAL COMMUNITY COLLEGE
A.S., Computer and Electrical Engineering

ST. PETERSBURG COLLEGE
A.A., General Studies

LICENSURE

Wonderware Software Platform

Wonderware InTouch

Wonderware Historian

Mr. Brown offers extensive experience in designing, building and installing hardware for SCADA applications in the wastewater and water industries. Mr. Brown is well-versed in PLC programming using Siemens, Emerson (Bristol Babcock), Schneider Electric, GE, Automation Direct and Allen Bradley applications and has experience with numerous SCADA related Human Machine Interface (HMI) software packages including Data Flow Systems, Wonderware, Citect, VTSCADA and Intellution.

SELECTED PROJECT EXPERIENCE

INSTRUMENTATION CONTROL AND MONITORING MASTER PLAN

PINELLAS COUNTY, FL

Mr. Brown served as senior I&C specialist, for this project. McKim & Creed provided an overview of the SCADA system architecture, software/hardware configurations, network communications requirements, customer response and dispatch management systems, database management solutions, central control room conceptual design and required improvements at the major PCU facilities and remote monitoring and control sites. The final report included the final systems configurations and hardware/software selections, schematic illustrations of operations control center layout, budgetary estimates, and implementation and phasing plans.

COUNTY-WIDE SCADA MASTER PLAN

SARASOTA COUNTY, FL

Mr. Brown was senior I&C specialist for this county-wide SCADA master planning effort, McKim & Creed conducted an overall SCADA system evaluation which included interviews with key departments related to, or affected by, the systems to assess their needs and gather feedback to formulate system standards and goals.

SCADA MASTER PLAN PHASES 1-3

CITY OF DURHAM, NC

Mr. Brown served as senior I&C specialist for a multi-part/multi-phase SCADA System Master Planning effort that included a SCADA system hardware component inventory and assessment resulting in a technical memorandum detailing components, observations and recommendations. Activities included field investigations for two water treatment plants, two reclamation facilities, two raw water pump stations, seven booster pump/interconnect stations, six storage tanks and fourteen representative lift and collection stations.

FLAVIO VELECELA, EI

TECHNICIAN

KEY QUALIFICATIONS

- ✓ PLC Programming
- ✓ Instrumentation and Controls (I&C) Systems
- ✓ HMI Programming
- ✓ Power & Distribution
- ✓ AutoCAD

EDUCATION

NATIONAL POLYTECHNIC UNIVERSITY
B.S. Electronics & Control Engineering

LICENSURE

EI / FL / 1100011107

Mr. Velecela specializes in instrumentation and controls design and programming. As instrumentation technician for Collier County, Mr. Velecela performed maintenance and upgrades for their electrical industrial equipment, instrumentation, programmable controllers, operator interfaces, SCADA network system and fiber for their water distribution system. Mr. Velecela has a thorough understanding of various software packages, including Data Flow Systems, InTouch, Allen Bradley, Siemens and Modicom controllers. His expertise also extends to electrical power and distribution having prior experience as an electrician and low voltage technician. Mr. Velecela offers more than 18 years of experience working with instrumentation, automation, and control systems.

SELECTED PROJECT EXPERIENCE

FOXFIRE IQ STATION MASTER PLAN

COLLIER COUNTY, FL

Mr. Velecela served as I&C technician. McKim & Creed provided design services to develop a master plan for local and SCADA-based control for the upgrade of operation at the Foxfire IQ Station. The controls at this station included several flow, pressure and level transmitters, pressure regulating and motor operated valves, variable and constant speed motor controls, local control panels with PLC and RTU controls and radio communications. This grouping of equipment represented a broad sampling of the various types of controls utilized throughout the County, making this a suitable station for trials of new control capabilities. The results of this effort were structured so the County could evaluate the implementation work in parts and implement as operational and financial considerations allowed.

SCADA MASTER PLAN UPDATE AND SCADA SYSTEM UPGRADES

CITRUS COUNTY, FL

Mr. Velecela served as a engineering intern who reviewed and updated the county's SCADA Master Plan (originally prepared by AECOM) and developed targeted projects. McKim & Creed refined the master plan, established a solid and actionable vision for the system's future, and implemented improvements to remedy the operational challenges at the Meadowcrest WTP. The improvements included installing and updating SCADA servers and VT software, and converting two centrifuges to PLC based control integrated into the SCADA system. McKim & Creed installed and updated SCADA servers and VTSCADA software at Meadowcrest WWTP control room and converted two existing centrifuges to PLC-based control and integrated into the Meadowcrest WWTP SCADA system.

JON GREENWOOD, PE

TECHNICIAN

INNOVATIVE PROCESS AUTOMATION, LLC

KEY QUALIFICATIONS

- ✓ I&C System Design
- ✓ Control System Design Documentation
- ✓ Invensys Wonderware
- ✓ Data Flow Systems

EDUCATION

UNIVERSITY OF COLORODO AT BOULDER
B.S., Mechanical Engineering

LICENSURE

PE / FL / 82792
PE / CO

Mr. Greenwood, who was formerly employed by Charlotte County, has a strong hands-on background in instrumentation, DCS, PLC, SCADA, and PC-based control systems. He has experience leading complex projects with a high level of responsibility utilizing knowledge of control system integration, process instrumentation, and control system hardware design and layout.

SELECTED WORK EXPERIENCE

OWNER – I&C ENGINEERING CONSULTANT

INNOVATIVE PROCESS AUTOMATION, LLC — **FEB. 2018-PRESENT**

Instrumentation and controls engineering design, programming, fabrication, and commissioning services consultant. Complete system design and automation of stationary 3500 lb/min mass and volume transfer-standard flowmeter calibration system.

INSTRUMENTATION AND CONTROLS ENGINEER III

CHARLOTTE COUNTY UTILITIES — **MAY 2017-JUNE 2018**

Instrumentation and control systems engineering. Project management responsibilities for multiple capital investment projects involving the upgrade of water distribution and water treatment facilities.

INSTRUMENTATION AND CONTROLS TECHNICIAN

CHARLOTTE COUNTY UTILITIES — **MARCH 2015 - APRIL 2017**

Instrumentation and control responsibilities ranging from hands-on troubleshooting, repair, and maintenance of fundamental infrastructure of water booster stations and associated distribution systems, to improvement of PLC control functionality and operator interface screens for pressure and chlorine residual control at multiple water distribution booster stations. Responsible for start to finish project to completely replace obsolete control system for 5 million gallon-per-day water booster station including selection, specification and procurement coordination of electrical components and design of PLC panel layout. Hands on fabrication of PLC panel and wiring of associated components. Responsible for PLC and HMI programming, retrofit of existing field wiring, system integration, startup, and commissioning. Upgrade of PLC programming and operator interface design included significant simplification and improvements to program logic organization and documentation as well as improvements to HMI screen readability, navigation, data display organization, and standardization of screen objects. Troubleshooting and support of RTUs associated with DFS HyperTAC SCADA system.

SUBMITTED BY:
MCKIM & CREED | SARASOTA, FL
941.379.3404 | MCKIMCREED.COM

McKIM&CREED

Master Plan - Supervisory Control & Data Acquisition

RFP NO. 2019000193

CHARLOTTE COUNTY PURCHASING DIVISION
PORT CHARLOTTE, FLORIDA
JANUARY 30, 2019

WOODARD & CURRAN

COMMITMENT & INTEGRITY
DRIVE RESULTS

210 South Florida Avenue
Lakeland, FL 33801
www.woodardcurran.com

T 800.426.4262
F 207.774.6635

Via FedEx

January 30, 2019

Charlotte County
Purchasing Division
18500 Murdock Circle, Suite 344
Port Charlotte, FL 33948-1094

Re: Master Plan-Supervisory Control and Data Acquisition
RFP #2019000193

Dear Ms. Smith:

Woodard & Curran understands the needs and challenges of the current SCADA system at Charlotte County Utility District's (CCUD) facilities which requires a qualified and experienced firm to develop a SCADA Master Plan. We offer that team. We look forward to an opportunity to partner with CCUD in developing a SCADA Master Plan that will maximizes operational flexibility, accommodates planned growth and future expansion, provides efficient and safe operations, and maximizes the use of today's technology for reporting work closely with CCUD's staff and address the needs of your future SCADA systems. Focusing on proactive practices, we will address the needs of your future SCADA system by providing consulting and engineering services for enhanced data gathering, alarm notification, reliable communications, improved system control, report generations, secure remote access, CyberSecurity, asset management interfacing and increased overall operational efficiency.

We are excited about the opportunity to work with CCUD, and we believe that Woodard & Curran's team, capabilities and approach offer several distinct advantages to CCUD, including:

- **Unparalleled SCADA Experience –** Woodard & Curran has over 1,000 employees in 29 offices and over 60 treatment/DPW operations throughout the country, including the largest dedicated SCADA team with over 50 SCADA and electrical professionals. Our SCADA team remains on the leading edge of technology, and we have successfully implemented numerous innovative solutions that have improved the efficiency and reliability of many SCADA systems. While we have the capabilities to deliver solutions for any scale of water or wastewater project, we remain focused and committed to local utilities looking toward the future.

- **Integrated Approach for Streamlined Accountability –** The Woodard & Curran team integrates SCADA communications, design, implementation, integration and service. Most firms can perform only one or two of those functions which results in several handoffs in responsibility, thus increasing cost and complicating the lines of accountability. We offer full-time 24/7 SCADA service (by calling 1-866-MY-SCADA) with staff that can handle all elements of your SCADA support. This means that our unique perspective on operations and service to SCADA systems allows us to proactively address items in the design that other SCADA firms do not understand, thus giving you a more robust and reliable solution.

- **Proven Track Record of Success in Florida –** We have recently completed several projects that provided upgrades to existing treatment plants, pump stations, water storage sites and the design of new facilities with instrumentation/controls/SCADA solutions. Our goal is to create a seamless, secure and integrated operational tool that would enable comprehensive visibility and expanded functionality to the collected information. Planning concepts include better operational control to meet target efficiency goals, common application look-and-feel to increase productivity and a robust/fault tolerant data collection system. The designs are cost-effective and highly appreciated

by clients. Woodard & Curran emphasizes that a successful SCADA system starts with efficient practices at the operations level during the planning phase.

- **We are Local –** Woodard & Curran has client managers, project managers and engineers located in Atlanta and Florida. Being local and accessible means CCUD can depend on us to be flexible with meeting schedules and the strong commitment needed to ensure a successful planning team.

We know that CCUD's strategic objectives include to excel at operations, both internal and external. A properly planned and designed SCADA system can increase profitability by lowering production cost and significantly help customer support with quicker response times. Using technology to tie objectives and mission statements together will help to CCUD in a sustainable and responsible manner.

By allowing Woodard & Curran to plan your future SCADA system, we will assist in making it become a dependable device that not only helps you in your day-to-day operational challenges but changes and grows with your technology needs.

CCUD has Woodard & Curran's commitment to allocate all the resources that are necessary to ensure that this project is successful. We understand the importance of this project to CCUD and are prepared as an organization to make this assignment a top priority.

We are confident that our qualifications and approach are a great fit for CCUD. We look forward to discussing the details of this project with you in the near future. Please contact me at 770.616.9945 or jhurley@woodardcurran.com with any questions.

Sincerely,

WOODARD & CURRAN INC

Joseph A. Hurley

Joseph A. Hurley
National Practice Leader/Vice President

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Section 1

EXECUTIVE SUMMARY

Woodard & Curran approaches the evaluation of a SCADA system (either the installation of a new system or upgrade of an existing system) with both a technological and an operational focus. The hardware, software, and integration of the SCADA system must be deployed with operations in mind to be truly effective. By listening to and understanding the needs and goals of all levels of the organization, we strive to develop a plan that addresses the immediate needs of the operations staff by improving the front line monitoring and control, and at the same time providing a plan that helps management with increased information, more efficient operations, and a way to accomplish it all that fits into a capital improvements plan.

In many SCADA systems, the sole focus of the design is control of the equipment, instruments, and unit processes. Clearly, this is a critical aspect of the overall design and no SCADA system is effective without properly controlling the process connected to it. However, an equally important yet often overlooked aspect of a SCADA system design is how the system is deployed to improve the overall efficiency of the process and the operations personnel. Woodard & Curran aims to provide maximum return on the investment in your SCADA system by developing a process control and operations-based design and putting both technology and personnel to their highest and best use.

The SCADA system is an effective tool that can make monitoring and control of critical infrastructure easier, but it is not the entire solution. In an ideal situation, the SCADA system performs routine operations, such as turning on pumps when a well or tank reaches the level at which the pump should start. Allocating tasks like this to the SCADA system will allow more time for operations staff to focus on higher level tasks that can improve overall operations. In addition, connecting equipment and instruments to the SCADA system enables trending and logging of process variables, status and alarms.

The information recorded by the SCADA system can then be utilized to generate automated reports for both regulatory submission and operational staff investigation and use. Greater access to process data coupled with more time to analyze that data often leads to process improvements, and process improvements can lead to reduced operating costs.

Expanded SCADA monitoring and control of remote stations, along with robust, reliable communications between the remote sites and the main control room, reduces the need for operators to visit stations every day. The SCADA system can record the measurements, process variables and pump runtimes that staff normally have to write down on log sheets or clipboards. The time normally dedicated to the 'daily drive-by' can instead be used at one station performing preventative maintenance, thus improving overall reliability and performance. More reliable communications translates to fewer missed alarms and greater situational awareness of the entire system.

Reliable communication in a SCADA system is critical for effective data gathering and decision-making. Woodard & Curran will evaluate the current communication methods employed and their effectiveness and present recommendations on how to standardize while maintaining or improving the overall system performance. While Woodard & Curran has staff capable of this task we often rely on TCS Communications to assist with designs and if necessary troubleshooting. TCS has been a trusted sub-contractor to Woodard & Curran for over 15 years.

Woodard & Curran, with input from all levels of CCUD, will discuss and evaluate the implementation of the latest technology options into the Master Plan framework, including:

- Utilizing server class hardware and thin client technology to deploy Human Machine Interface (HMI) nodes throughout CCUD, while increasing redundancy in HMI and data collection;
- Exploring the use of cloud servers or storage for offsite backups or hosting of the SCADA system; and
- Developing a main data collection location for the CCUD system, making it easier to access and manipulate the collected data from the system to make wise operational and business decisions.

The technologies and approaches proposed by Woodard & Curran are readily available and not proprietary, so CCUD is not locked into a single vendor or integrator.

The entire process of developing the IT and SCADA Master Plan must be a collaborative effort, to ensure that CCUD staff 'buys in' to the process and is an active participant. Woodard & Curran will act as a facilitator of this effort and provide perspective and experience with other clients and other systems to help CCUD determine the goals, metrics and priorities that define the IT and SCADA Master Plan.

The approach outlined in this Proposal is structured to maximize collaboration

between Woodard & Curran and CCUD. During the first phase, “Assess Current Environment,” we propose that CCUD provide as much existing information about the SCADA system and associated sites as possible prior to the kick-off meeting or visiting the sites. By being more knowledgeable about the system before beginning the process we aim to be more efficient with our time and that of the CCUD stakeholders and make the kick-off meeting and subsequent site visits more productive.

During the next phase, “Identify Goals and Metrics,” Woodard & Curran will listen to the CCUD stakeholders to understand the problems they see as the most critical to solve, and the team will identify the skeleton of the plan to address those problems while preserving the aspects of the system that are working. Important in this phase is creating a set of metrics that allow CCUD to measure progress against the identified goals, and we will apply our experience with other systems to this effort.

During the last two phases, “Develop an Action Plan,” and “Deliver Final SCADA Master Plan,” the information collected and decisions made during the first two phases will be refined and finalized into a format that CCUD can use as the roadmap for the future.

Section 2

PROJECT TEAM

The true success of the Team requires **strong leadership, project management, technical project experience and a tradition of commitment** to meeting the County's goals of developing a SCADA Master Plan for the CCUD. The Team possesses all of these characteristics. Our SCADA team specializes in water, wastewater and power plant automation and remains on the leading edge of technology - we have successfully implemented numerous innovative solutions that other firms still have not yet attempted nor likely thought of.

A Leadership and Management Team The County Can Trust

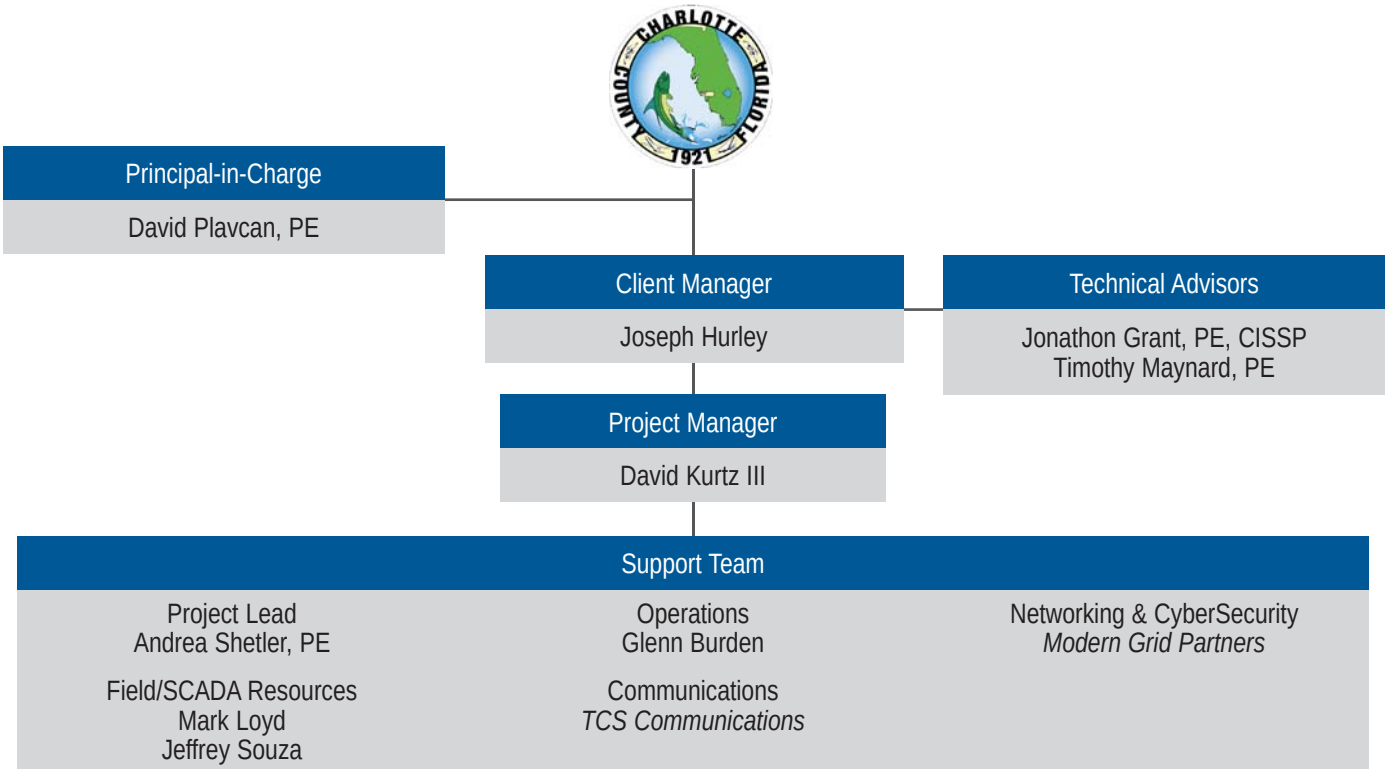
With an experienced management team, the County can be confident that Woodard & Curran will provide the necessary guidance for the project. The project led by **Client Manager Joseph Hurley**, will provide added support and assistance to the management team and for the County ensuring that the proper resources are available throughout the project. **Project Manager, David Kurtz III**, will be responsible for the day-to-day management of the project and will be the County's primary client contact. In addition, he will handle project development and communications with County staff, lead technical staff, and ensure quality management and overall performance. As the **Principal-in-Charge, David Plavcan, PE** will have ultimate responsibility for the project and the City's overall satisfaction with Woodard & Curran's work. Our **Technical Advisors**, **Jonathon Grant, PE, CISSP** and **Timothy Maynard, PE** will work closely with the Team to provide important overall technical direction on key issues.

Our proposed Principal and Project Manager will not be substituted without approval by the County.

Support Team: Responding to Your Needs

Our proposed support staff is readily available, dedicated, and committed to providing the services needed for a successful project for Miami's facilities. **Andrea Shetler, PE, Mark Loyd,** and **Jeffrey Souza** will work closely with Joe and Dave bringing their in-depth knowledge and expertise to the project.

Brief bios of our team follows and resumes are included in Appendix A for additional details on our staff's experience.



Meet Your Team

We are one of the few consulting firms that specialize in **process design, operations, automation, and information management** - four key ingredients for efficient, well-managed utilities. This team has worked together for over a decade delivering projects in Florida and beyond. We deliver projects that enhance operational efficiency and effectiveness and meet a business goal. We have included brief bios of your team, demonstrating their capabilities and expertise.

David Plavcan, PE
Principal-in-Charge

Dave is an engineering manager with 33 years of experience in design and construction of water and wastewater treatment plants. He has managed numerous projects requiring multiple discipline consulting services and has expertise in several areas of civil engineering, wastewater collection and treatment, and potable water development, treatment & delivery, reclaimed water, master planning, project funding, permitting, client service management, office/project management, design-build, security, asset management, military construction and international operations. Dave is located in our Lakeland, FL office.

- City of Deltona, FL
- Key Largo Water Reclamation Facility
- Cagans Crossing, FL

Joseph Hurley
Client Manager

Joe has 38 years of experience with electrical and industrial controls projects, including PLC and HMI programming. A master licensed electrician, he has managed numerous SCADA contracts for utilities on a National basis. Specializing in the installation, upgrades and troubleshooting of SCADA systems that are being upgraded while keeping the utility in working order. More recently, as a National Practice Leader, Joe has been involved with providing utilities across the Country with the latest in Information Technologies. This includes enhancements for CyberSecurity, upgraded communications, Asset Management Technologies, GIS and data collection. Joe is a virtual employee.

- City of Tavares, FL
- Madison Utilities (MU), AL
- Foxwoods Resort and Casino, Mashantucket, CT
- City of St. Charles, MO
- Town of Webster, MA
- City of Westfield, MA

David Kurtz III
Project Manager

Dave has over 30 years of experience with electrical and industrial controls projects, including PLC and HMI programming. He manages numerous SCADA contracts and specializes in installing and troubleshooting industrial and commercial control systems. His experience includes SCADA system assessments and upgrade planning, implementation assistance, improving communications, alarming, and notification systems, system simulation and testing, remote site coordination, computer hardware and software upgrade selection and configuration, conducting interviews with plant personnel for improvements input, controls and operations training for on-site staff, remote wet well monitoring, managing the design, engineering, installation, labor, start-up, and documentation of PLC upgrades, enhanced remote polling, improving trending capabilities, integrating current SCADA system controls with new controls, and improving data collection. Dave is located in our Enfield, CT office.

- City of Tavares, FL
- Madison Utilities (MU), AL
- City of St. Charles, MO
- Town of Webster, MA
- City of Westfield, MA

Jonathon Grant, PE, CISSP
Technical Advisor

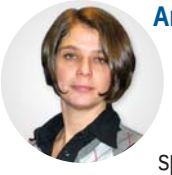
Jonathon has over 20 years of experience in the design of instrumentation and control systems, with 12 years of experience involving municipal and industrial water and wastewater projects. His project responsibilities include development of piping & instrumentation (P&ID) drawings, control panel design to meet client needs, identifying instrumentation requirements, selection of instrumentation (including ISA datasheet development), determination and selection of remote telemetry equipment, development of bid specifications, working with the client and process engineering to develop functional descriptions of the control system, and close coordination with all parties involved in the design process to ensure smooth execution of project requirements. Jonathon is located in our Dedham, MA office.

- Madison Utilities (MU), AL
- Foxwoods Resort and Casino, Mashantucket, CT
- City of St. Charles, MO
- Town of Webster, MA
- City of Westfield, MA

Timothy Maynard, PE
Technical Advisor

In his 14-year career, Tim is an engineer that specializes in the implementation of SCADA and other control systems for water and wastewater treatment facilities. His responsibilities typically include development of new or modifications to existing control software systems, and he frequently performs assessments and troubleshooting of existing components in order to improve their efficiency and reliability. Tim is located in our Dedham, MA office.

- Foxwoods Resort and Casino, Mashantucket, CT
- City of Quincy, MA
- City of Lowell, MA



Andrea Shetler, PE
Project Lead

Andrea has over eight years of experience specializing in electrical instrumentation and controls, instrument and equipment selection and implementation, automation systems software and hardware, and system design and PLC and HMI programming, and troubleshooting. She has added new SCADA systems to several waste water and water treatment plants, updated many SCADA systems to current versions and integrated many new systems into existing SCADA systems. Andrea is located in our Atlanta, GA office.

- City of Tavares, FL
- Fowler Wastewater Treatment Plant
- City of Loganville
- Confidential Beverage Client
- Premium Waters

Mark Loyd
Field/SCADA Resources

Mark has 21 years of experience as a controls engineer in the private sector, specializing in complex electrical systems including design, maintenance, and programming. He has a solid background in intricate automation indoctrination, support maintenance, troubleshooting, and implementation. His responsibilities entail systems engineering including electrical drawings, process and instrumentation design and programming, and operations development. He also works in application development and SCADA management. Mark is located in our Atlanta, GA office.

- City of Tavares, FL
- Madison Utilities (MU), AL
- Forsyth County, GA
- City of Cornelia, GA
- Ellijay-Gilmer County, GA

Jeffrey Souza
Field/SCADA Resources

Jeff has nine years of experience programming, designing, and implementing Programmable Logic Controllers (PLCs), Operator Interface Terminals (OITs) and HMIs for water and wastewater projects. His responsibilities also include developing automated reports, networking systems through radio/ethernet/fiber optic/DH+/serial/modbus communications, training staff and operators, developing Operations & Maintenance manuals, and field/emergency services to clients. Jeff is located in our Lakeland, FL office.

- City of Tavares, FL
- Madison Utilities (MU), AL
- Foxwoods Resort and Casino, Mashantucket, CT
- Town of Webster, MA
- Campbell County, VA
- Town of Billerica, MA

Glenn Burden
Operations

Glenn has 30 years of experience in the management, operation and maintenance of municipal water, wastewater and reclaimed water treatment and distribution facilities. Glenn works closely with municipal and private industry clients on the development and implementation of annual budgets, capital improvement programs, permit renewals, operating protocols, and programs meant to meet and exceed compliance regulations. Glenn is located in our Lakeland, FL office.

- Inverness, FL
- Orlando, FL
- City of Winter Park, FL
- City of Winter Springs, FL

Subconsultants

With our extensive understanding of your project/development, by combining our services with TCS Communications and Modern Grid Partners, we provide the most qualified team to address the needs of Port Charlotte's project.

TCS Communications was established in 1977. They have been our exclusive consultant of radio and cellular communication since 1999. We have worked together successfully on over 150 projects during this time period. They will work with us on this project so that the communication established for this project will be flawless.

Modern Grid Partners (MGP) is a leading consulting firm that creates and deploys business and technology solutions for the Utility, Government, Healthcare, Financial and Telecommunication industries.

Their team is comprised of engineers, IT architects, executive business consultants, and project managers, all with deep CyberSecurity expertise. MGP focuses on both strategic and tactical efforts around maintaining NIST compliance ISO certification, NERC-CIP compliance, and C2M2 Assessments. Their team has supported customers throughout North America from concept to implementation and thrive on creating client value within innovative initiatives. They support transformative, complex projects surrounding system protection in the ever-changing world of cyber threats.

Section 3

MANAGEMENT PLAN

Project Kick-off/Interview/ Workshop Phases

A critical, and often undervalued, aspect of this process is to ensure the CCUD stakeholders meet the team tasked with producing the master plan that will effectively shape their SCADA system in the foreseeable future. At the project kick-off meeting, the team will have the opportunity to meet the CCUD stakeholders and understand their concerns and desires for the SCADA system, which will in turn allow them to focus on these needs while out in the field and during the report phase. A cohesive team from both organizations will produce a deliverable that achieves a greater level of buy-in and support in the long-term, which benefits CCUD in adoption of the processes and approaches determined through this project.

The interview phase with all levels of CCUD staff are important to produce the most comprehensive plan that meets each group's needs, including operations staff, frontline management and executive management. Without understanding which each group needs from the system to be successful, inevitably those needs are not met. Our approach is to identify these goals in the beginning and reaffirm those goal and outcomes throughout the process, ending with a product that everyone can be proud of and support.

The proposed workshops are intended to take place at critical junctures in the process, where we want to present information gathered, affirm or reaffirm that we are going in the right direction and solicit feedback on our progress to date. They are further points where CCUD staff can provide feedback and input which serves to improve the overall product.

Field Investigation Phase

During the field investigation phase, we will deploy three highly skilled members of our implementation team to visit the selected project sites, to collect information about the current conditions of the equipment, instruments, control system, telemetry and locations. These resources (Andrea Shetler, Mark Loyd and Jeff Souza) bring a wealth of hands-on SCADA implementation, service and troubleshooting experience to the project and are familiar with municipal water and wastewater distribution, collection and treatment processes. They will be able to lend their perspective to the process, identifying potential areas of concern to address, or (on the flip side) system equipment and characteristics to leverage for greater efficiency and effectiveness.

Report/Recommendations Phase

This part of the project is truly a team effort. The personnel in the field spend time with the technical advisors, managers and operators (Joe Hurley, Dave Kurtz, Jon Grant, Tim Maynard, Glenn Burden), describing their findings through photos, checklists and firsthand impressions of the sites and equipment. The team then takes this information, in addition to the information gained from the CCUD stakeholder interviews and combined with experience gained through years working with similar systems throughout the US. The goals and impressions of CCUD provide greater context to guide the process and results. As a result of this rigorous process, we develop a plan that best addresses the short, medium and long-term needs of the CCUD SCADA system and all its many aspects, including equipment, training, processes, upgrade plans, security and resiliency.

Having all members of the team contributing at this phase of the work helps produce recommendations and phases to enact those recommendations that make sense. The diversity of experience and expertise included leads to proposing the right projects, at the right times with the right resources for the greatest success.

Section 4

EXPERIENCE

Woodard & Curran enjoys the benefits of having all aspects that go into a successful SCADA project under one umbrella, creating a cohesive and comprehensive offering for our clients. From design to construction administration to integration and then follow-on service and optimization, we address the complete lifecycle of a SCADA system with our team of qualified professionals.

COMPANY PROFILE

Founded in 1979, Woodard & Curran is an integrated engineering, science, and operations company. Privately held and steadily growing, we serve public and private clients locally and nationwide. Our commitment is reflected in the personal attention, collaborative resources, and dedication to results that we devote to each project. We assign the right people with the right expertise to the job and provide clients with easy accessibility to senior experts. Our integrity and commitment are matched only by the depth of our expertise. Our staff are specialists in their fields, offering in-depth understanding of cutting-edge technology, astute problem-solving, multidisciplinary engineering, and expert regulatory guidance. The firm has received numerous honors and awards, and we have ranked among *Engineering News-Record*'s top 100 environmental firms every year since 2000.

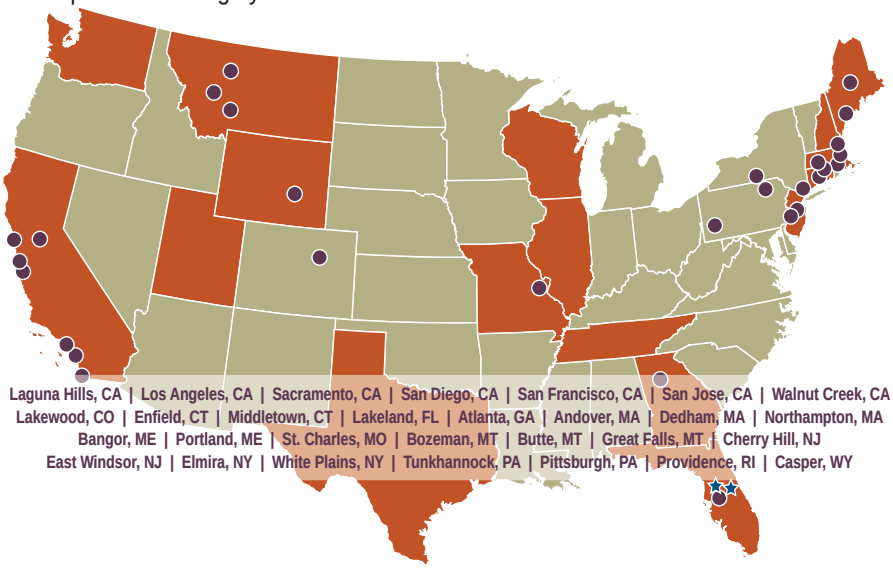
SCADA (Intelligent Technology) Expertise

The genesis of Woodard & Curran expertise starts with the acquisition of the controls firm ICCS in 1997. The firm was founded on the principal that design and implementation should be performed by the same entity so that the client gets the project that will meet their operational needs. Woodard & Curran took the concept of Design/Implementation and grew the Intelligent Technology (IT) capability around that business model. Our IT team is successful because we deliver solutions that not only meet a process control need, but also an operational need. We feel that operational and business goals should be defined, and IT should be designed and implemented to support those goals. It is the reason we have grown our business and capability where other firms have not. *IT at Woodard & Curran is a lead service; not just a support service like other firms.*

Woodard & Curran offers assessment products like the SCADA*Review* and SCADA*Check*. These assessment tools are used to plan for a new SCADA system or upgrade an existing SCADA system. We provide detailed design to the shop drawing level. We believe that panel design and equipment programming should be performed by the Engineer; therefore, we provide all programming and implementation. This is to ensure that the project meets the operational and process control objectives. We then provide optimization and service. We realize that no system is perfect when it first starts-up. So we include in our projects the optimization and service phase to make sure that the project will meet all goals and objectives.

Design/implement approach ensures best result

The traditional approach of designing a SCADA system and having the system integration go to the contractor-controlled low bidder is flawed. The low bid integrator may have no history with the facilities or the client. Furthermore, the integrator can only bid to what is on the bid document and not the intent of the engineer or client. If the bid documents are not detailed, the engineer is relying on the system integrator to perform all the detailed design. We



maintain that this does not guarantee a positive result. By providing a detailed design and our own programmers who are familiar with the design and with the client, we can fully guarantee the performance of the SCADA system. We take full responsibility because we designed it, programmed it and started it up. This is a lowest risk approach for our clients.

Design/implement approach minimizes conflict between process engineers and system programmers

Our programmers are on the design team and provide input to the process and design engineers about what works or what doesn't work. This input is invaluable during the design and ensures that the system being designed will meet the process needs and client goals.

Client involvement in system start-ups gives valuable on-the-job training

We have found that involving the client's staff in the start-up of a SCADA system yields several benefits, including quick acceptance and maintenance knowledge. Instead of the SCADA system being "your" system, it becomes "our" system. This ownership by the staff is very important if the client is going to reap the most value from their investment.

Detailed documentation and as-built documentation provide peace of mind

We provide detailed and correct as-built documentation to enable troubleshooting and maintenance both internally and externally. Some system integrators keep their clients' programs offsite to ensure that only they will be called if there is a problem with the system. We give our clients complete programs and documentation. We earn our clients' business through superior service, not holding them hostage.

Properly functioning SCADA systems save operation and maintenance costs

A properly functioning SCADA system will save labor, utility, and chemical costs. Optimizing automatic controls and having reliable communications, alarming, and reporting will increase the efficiency of the staff and decrease after-hours call outs. Having secure remote access to the plant SCADA system via the internet is also a time and cost saver.

SCADA system service is essential to process optimization and reliability

Most SCADA systems are poorly maintained after initial installation. That is why Woodard & Curran has more than 15 controls engineers and technicians to proactively and reactively service your SCADA system. Our goal is to become your trusted advisor in keeping your system optimized and getting the most value out of your SCADA system investment.

PROJECT HIGHLIGHTS AND REFERENCES

The following is a representation of projects that demonstrates our capabilities. We have developed long-term relationships with clients who are happy to attest to our past performance and commitment to deliver quality work which meets both schedules and budgets. We encourage you to speak with our current and past clients and ask them directly about our commitment to quality work and client service.

For **Project Manager, David Kurtz**, refer to the following projects for references:

- Madison Utilities, AL
- City of St. Charles, MO
- City of Westfield, MA

CITY OF TAVARES
FLORIDA

UPGRADES AND SCADA IMPROVEMENTS CONTRIBUTE TO IMPROVED OPERATIONS AND COMPLIANCE

The City of Tavares, located in Central Florida, reached out to Woodard & Curran to respond to the catastrophic failure of its aged SCADA system that monitored remote sites and controlled the Woodlea Road Water Reclamation Facility and reuse system. The SCADA system was damaged as the result of a major lighting storm. Days of work kept the plant within permit limits, while Woodard & Curran replaced the HMI, computers, and major PLC components.

Woodard & Curran has worked with the City since 2004 to replace proprietary and unsupported control and communications equipment at its remote sites. These upgrades are the result of a master plan that detailed PLC and radio upgrades to assure continuing compliance and functionality. Woodard & Curran controls communications at all 89 lift stations, has upgraded 17 priority stations and has a long-term plan for complete upgrades. Woodard & Curran has supported e the City with engineering and SCADA support contracts for their water, wastewater, collections and distribution systems for the past 13 years

Currently Woodard & Curran is in the process of upgrading all of the Cities SCADA HMI software, alarming, remote access and CyberSecurity concerns, computers and PLC's that control the water and wastewater plants. The City is currently improving asset management systems with Woodard & Curran by adding DoForms, SEMMS and GIS interfaces.

The Wastewater Division operates the recently expanded Woodlea Road Water Reclamation Facility, which is an extended aeration facility with pretreatment screening, aeration, clarification, filtration, chlorination, and sludge treatment, as well as the Caroline Facility, which has been converted into a 1.5 MGD Master lift station. The Woodlea Road facility has a capacity of 3.0 MGD with the ability to upgrade to a 3.5 MGD facility with some additional process control equipment. The facility treats approximately 1.5 MGD. The treated wastewater is pumped to rapid infiltration basins for disposal, which are rotated on a weekly basis. The City also has a substantial water reuse system in place, and the division currently maintains and operates 89 lift stations throughout the City. Woodard & Curran has worked with the City and FDEP to automate the plant and re-use systems for the most reliable operation. Working with Woodard & Curran, the Water Division completed a $2.5M upgrade at its four water plants to improve water quality and distribution that will protect public health. The funding for this project is through a grant from the ARRA program supplied to the City from the Florida Department of Environmental Protection. Woodard & Curran was responsible for the design and implementation of the SCADA upgrades.

Subsequent projects have included the installation of a booster stations, upgraded licensed Ethernet radio communications, and enhanced PLC control, alarming, reporting, and operational awareness at the water plants. Woodard & Curran has also incorporated

Team Members

Joe Hurley, Practice Lead
David Kurtz, Project Manager
Mark Loyd, Field Lead
Andrea Shetler, Design Lead
Jeff Souza, Implementation

Date: 2005 - Present

Client Reference

Philip Clark, Acting Utility Director
1000 Captain Haynes Road
Tavares, FL 32778
T: 352.742.6368
pclark@tavares.org

TAVARES
America's Seaplane City
Land & See

the City's water park into the Division's SCADA system, which immediately notifies lab operators of any potential chemical dosing issues or public safety concerns.

The Utilities Water Division is responsible for four water treatment plants, seven wells, three water-storage facilities, and a two booster stations, with a capacity of 3.5 MGD. These facilities all have fluoridation, disinfection, and on-site generators for continuous operation during emergency events. The City maintains approximately 110 miles of water lines within and outside the city limits.

MADISON UTILITIES
MADISON, ALABAMA

SCADA ASSESSMENT, DESIGN, AND UPGRADES IMPROVE RELIABILITY AND OPERATIONS

Madison Utilities maintains two water treatment plants, seven water tanks (including a backup water source at Rock Quarry), three booster stations, nine wells, one wastewater treatment plant, twenty-one wastewater lift stations and two wastewater-metering stations. Madison Utilities engaged Woodard & Curran to perform a SCADACheck with the objective of developing a five-year SCADA improvement Master Plan that addresses reliable communications, parts availability, and computer and software status.

The Keene Water Treatment Plant (WTP) had a dated SCADA control infrastructure with some obsolete equipment, and some buildings on the site had little to no monitoring or control of critical applications. The Quarry WTP had a more modern SCADA infrastructure, but neither plant had onsite redundancy in the event of a SCADA computer failure. The wastewater treatment plant had modern SCADA infrastructure with multiple communication technologies connected for different purposes. There were two independent SCADA computers running different HMI software platforms, with one computer monitoring plant operations and the other monitoring remote sites. The plant computer had errors that reportedly existed since start-up.

The wastewater lift stations and remote water sites were controlled by different vendor equipment and varied technologies, with little commonality between them. This created training challenges for operations staff as well as challenges for stocking spares for each of the controllers. Multiple technologies and equipment were also responsible for telemetry for monitoring station status and alarms, including 150MHz licensed frequency radio, 900MHz spread spectrum unlicensed radio and Motorola two-way radio transmissions. Telemetry had failed at some of the sites, while some sites were never connected to the treatment plants at all. Polling times on the remaining equipment were excessive and made the data unreliable.

After the assessment, Woodard & Curran presented the information to Madison Utilities for review and budgeting considerations, and the Utility obtained board approval for a five-year $1.8 million controls upgrade. Woodard & Curran is conducting the ongoing design and implementation.

Continuing projects include:

- design and implementation of the SCADA master plan;
- raw water intake control system;
- quarry WTP upgrades for raw water; and
- filter system upgrade.

Team Members

Joe Hurley, Practice Lead
David Kurtz, Project Manager
Jon Grant, Design Lead
Mark Loyd, Field Lead
Jeff Souza, Implementation

Date

2015 - Present

Client Reference

Emory DeBord, Utility Director
Madison Utilities
101 Ray Sanderson Drive
Madison, AL 35758
T: 256.772.0253 x114
edebord@madisonutilities.org

Keene Water Treatment Plant

Quarry Water Treatment Plant

FOXWOODS RESORT & CASINO
MASHANTUCKET, CONNECTICUT

SCADA MODIFICATIONS AND UPGRADES

Woodard & Curran has worked on a number of upgrade projects in the last 15 years to support the growth at the Foxwoods Resort and Casino in Mashantucket– the largest resort casino in the world. The Foxwoods Water and Wastewater facilities are operated and managed by the Mashantucket Pequot Tribal Nation.

SCADA modifications support water reuse efforts

As part of a major upgrade project to supply water for golf course irrigation, Woodard & Curran designed and implemented modifications to the supervisory control and data acquisition (SCADA) systems at Foxwoods' water and wastewater treatment facilities. The project required:

- Additions to Allen Bradley PLC equipment;
- Upgrades to the radio communications system;
- Changing the operator interface at the water treatment facility to Allen Bradley RS View; and
- Upgrading the existing RS View interface at the wastewater treatment facility.

An 800,000-gallon storage tank holds the treated wastewater used to irrigate the golf course. There was not enough wastewater to fully meet water needs, and the system was modified to receive an additional supply of potable water from the water treatment facility. Woodard & Curran provided design, construction supervision, programming, and startup for the project. This was the first water reuse project of its kind in Connecticut.

Most recently Woodard & Curran worked with MPTN on a major $1.5M upgrade of the existing thirty (30) Allen Bradley PLC5s, Micro and SLC505s to the latest Compact Logix platform. In addition, eight computers and all HMI and alarming software were updated. The lasted FactoryTalk software was installed along with CyberSecurity upgrades to enhance the existing remote access. All screens were re-worked to include High Performance graphics. These upgrades were fast tracked and the project was designed and installed within a 4-month period without shutting down either facility.

Additional SCADA upgrades help keep system up-to-date

Woodard & Curran also has performed SCADA upgrades at both facilities and two pumping stations to help keep the systems up-to-date. Additionally, MPNT has maintained SCADA maintenance contracts with Woodard & Curran for the last 12 years other support services include training, and miscellaneous upgrades.

Team Members

Joe Hurley, Practice Lead
Jon Grant, Design Lead
Tim Maynard, Implementation Lead
Jeff Souza, Implementation Field Lead

Date: 2004 - Present

Client Reference

Brian Charity, Assistant Public Works Director
550 Trolley Line Blvd
P.O. Box 3249
Mashantucket, CT
T: 860.396.7552
bcharity@mptn-nsn.gov

Project Goals Accomplished

- Water and wastewater system SCADA modifications designed and implemented to support golf course irrigation project.
- SCADA upgrades, training, system support ongoing.

Foxwoods is the largest resort casino in the world with more than 320,000 square-feet of gaming space in a complex totaling 4.7 million square-feet. There are more than 350 table games, including 56 in the casino's poker room, and nearly 6,500 slot machines spread throughout five separate casinos. The Resort offers more than 1,400 rooms, suites, and villas in three hotels.

CITY OF ST. CHARLES
MISSOURI

WASTEWATER SYSTEM CONTRACT OPERATIONS AND ENGINEERING SERVICES

In January of 2014, Woodard & Curran took over operations of the City of St. Charles' two wastewater Treatment Facilities. Woodard & Curran was chosen for a ten year operating contract of these facilities after responding to a RFP, which garnered responses from 10 firms. Since taking over operations, Woodard & Curran has not had any effluent violations, nor any safety incidents. In addition, we have been able to conclude union negotiations and transition the full staff.

Wastewater treatment and collection

Woodard & Curran operates and maintains the City's wastewater treatment systems, which include the Missouri River Plant and the Mississippi River Plant. The Mississippi River Wastewater Treatment Facility is an activated sludge facility with a daily average design capacity of 9.6 MGD. The Mississippi River Wastewater Treatment Facility serves the North and Western portions of the City. The Missouri River Wastewater Treatment Facility is a three-cell oxidation ditch activated sludge facility with a daily average design capacity of 7.5 MGD. The Missouri River Wastewater Treatment Facility serves the South and Eastern portions of the City. Both facilities were originally built in 1968 but have since experienced many modifications, some as recent as 2013.

Woodard & Curran is also responsible for oversight of the City's Industrial Pretreatment Program (IPP) and Fats, Oils and Grease (FOG) Program.

Engineering support

In conjunction with taking on the wastewater operations contract with the City, Woodard & Curran has also assisted with the following items:

- Completion of a post-construction SCADA audit of the wastewater treatment facilities;
- Completion of a technical opinion and recommendations for the New Town vacuum system;
- Presentation of SCADA recommendations at the water Plant;
- Design and Construction Engineering Services for a 2 million gallon elevated storage tank
- Lift station low-flow operational evaluation;
- Lift station odor evaluation and odor control system solution development; and
- Lift station safety upgrades, including fall protection addition.

Team Members

Joe Hurley, Practice Lead
David Kurtz, Project Manager
Jon Grant, Design Lead

Date: 2014 - Present

Client Reference:

John Zimmerman, Assistant Public Works Director
200 North Second Street
2nd Floor, Room 202
St. Charles, MO 63301
T: 636.949.3235
john.zimmerman@stcharlescitymo.gov

TOWN OF WEBSTER
MASSACHUSETTS

SCADA SERVICES

The Town of Webster water and wastewater systems had little in the way of control or monitoring of their 36 remote sites, two wastewater plants and a water plant.

Woodard & Curran was asked to do a SCADA*Review* and create a SCADA Master Plan to be used for upcoming Capital Improvement Plans and Town approval.

Upon completion of the report Webster had a $2.5M improvement budget for SCADA upgrades that were spread over three years.

Woodard & Curran completed the report, complete design documents, full PLC and HMI programming, construction administration start-up and testing of the system.

Upon completion of the project on time and within the projected budget the Town now operates their sites on standardized state-of-the-art computers, software and PLC equipment.

The Town also opted to sign up for our SCADAServ Maintenance contract that offers both scheduled and unscheduled time on site for additional support and troubleshooting.

Team Members

Joseph Hurley, Client Manager
David Kurtz, Project Manager
Jon Grant, Lead Designer
Jeff Souza, Lead Implementation

Date: 2015 - 2018

Client Reference

William Burke, Sewer Superintendent
Sewer Department
38 Hill Street
Webster, MA 01570
T: 508.949.3865
wburke@webster-ma.gov

CITY OF WESTFIELD
MASSACHUSETTS

The City of Westfield serves a population of 43,000 customers with two water plants, two reservoirs, eight wells, several dams and booster stations.

Westfield originally hired Woodard & Curran to help with a few emergency SCADA related tasks. Upon completion and a competitive selection process Woodard & Curran was selected to assist the City with a SCADA Master Plan that would modernized their existing controls system and allow for future planned expansion.

When the Master Plan was completed and approved by the engineering staff Woodard & Curran began design on an enhanced Ethernet radio communications network, a state-of-the-art control room that monitors the water system, 911 activities and weather 24/7 and PLC panels for the remote sites.

With completion a few months away (June 2019) 75% of the system is currently installed and functioning as designed.

Team Members

Joe Hurley, Practice Lead
David Kurtz, Project Manager
Jon Grant, Design Lead

Date: 2016 - June 2019

Client Reference:

Fran Cain, Assistant Director of Public Works
28 Sackett Street
Westfield, MA 01085
T: 413.572.6214
f.cain@cityofwestfield.org

Section 5

LOCATION

Woodard & Curran is located at **210 S. Florida Avenue, Suite 220 in Lakeland, Florida 33801**. Established in late 2018, this location allows us to better support clients and pursuits in Florida. Having already developed strong relationships with clients in the area, including the City of Tavares, we look to continue that trend in the coming years. When Brad Hayes, a long-time contact within Tavares decided to leave, we coaxed him out of retirement to represent Woodard & Curran in the area.

David Plavcan, PE, the Principal-in-Charge for this project, makes his home in Florida and knows the region well. **Glenn Burden**, our Operations and Maintenance (O&M) area manager, supports the contract operations sites we run in Florida and provides his expertise and perspective to the project teams. **Joe Hurley**, National Practice Leader and Client Manager, spends a significant amount of time in the Lakeland office and throughout Florida, discussing our approach to SCADA design, implementation and service.

Section 6

WORK PLAN & PROJECT CONTROL

PROJECT UNDERSTANDING

The CCUD operates and maintains the following facilities in their water and wastewater treatment, collection and distribution systems:

Central/West Water Distribution System

- 4 booster stations with ground storage tanks;
- 1 chloramine injection station;
- 1 pressurized inline pump station;
- 1 future inline booster station (without storage);
- 2 major interconnections; and
- 3 emergency interconnections with neighboring utilities.

Burnt Store Water Distribution System

- 3 ground storage tanks;
- 6 production wells; and
- 1 Reverse Osmosis (RO) water treatment plant.

Wastewater Collection System

- 304 lift stations.

Wastewater Reclamation Facilities

- 4 water reclamation facilities;
- 1 landfill leachate treatment facility; and
- 3 off-site booster stations for reclaimed water distribution.

With a system this large and diverse, it is important to make sure that any SCADA solutions considered be modular, expandable and easily integrated together to form a robust, reliable and cohesive system. Operations staff must always have situational awareness of CCUD's assets in order to make good process and business decisions. The telemetry technologies and solutions considered must be robust and fault-tolerant to facilitate this, and we will take all these considerations into account while evaluating solutions for the long-term SCADA master plan.

Project Implementation

All Woodard & Curran projects begin with a work plan that includes a detailed scope, schedule, budget, milestones, and communications plan that will guide the implementation and delivery of a successful project. The work plan is not a project deliverable, but a monitoring and communication tool, serving as a reference guide for the project and client team.

The work plan remains fluid throughout the project, incorporating changes as the project unfolds. Woodard & Curran promptly and effectively identifies, evaluates, and communicates these changes to implement the appropriate course correction to the project work plan.

Woodard & Curran is committed to the best service possible, and communication is at the core of that service. At the project kick-off meeting, we will establish a communications plan that meets the needs of the client and establishes the chain of command and the stakeholders that are important to the success of the project. We will establish the appropriate means and frequency of communication to satisfy the project needs.

In our continual effort to improve communications, we utilize Microsoft OneDrive to provide a convenient and confidential means for the exchange of specific project information.

Operational Focus

We approach the evaluation of a SCADA system (either installation of a new system or upgrade of an existing system) with both a technological and an operational focus. The hardware, software, and integration of the SCADA system must be deployed with operations in mind to be truly effective. By listening to and understanding the needs and goals of all levels of the organization, we strive to develop a plan that addresses the immediate needs of the operations staff by improving the front line monitoring and control, and at the same time provide a plan that helps management with increased information, more efficient operations, and a way to accomplish it all that fits into the capital improvements plan.

In many SCADA systems, the sole focus of the design is control of the equipment, instruments, and unit processes. Clearly, this is a critical aspect of the overall design and no SCADA system is effective without properly controlling the instrumentation connected to it. However, an equally important yet often overlooked aspect of SCADA system design is how the system is deployed to improve the overall efficiency of the process and the operations personnel. We aim to provide maximum return on the investment in a SCADA system by developing a process control and operations-based design by putting both technology and personnel to their highest and best use.

The SCADA system is an effective tool that can make monitoring and control of critical infrastructure easier, but it is not the entire solution. In an ideal situation, the SCADA system performs routine operations, such as turning on pumps when a well or tank reaches the level at which the

pump should start. Allocating tasks like this to the SCADA system will allow more time for operations staff to focus on higher level tasks that can improve operations overall. In addition, connecting equipment and instruments to the SCADA system enable trending and logging of process variables, status and alarms. The information recorded by the SCADA system can then be utilized to generate automated reports for both regulatory submission and operational staff investigation and use. Greater access to process data coupled with more time to analyze that data often leads to process improvements, and process improvements can lead to reduced operating costs.

Expanded SCADA monitoring and control of remote stations, along with robust, reliable communications between the remote sites and the main control room, reduces the need for operators to visit stations every day. The SCADA system can record the measurements, process variables and pump runtimes that staff normally have to write down on log sheets or clipboards. The time normally dedicated to the 'daily drive-by' can instead be used at one station performing preventative maintenance, thus improving overall reliability and performance. More reliable communication translates to fewer missed alarms and greater situational awareness of the entire system.

With the increase in data collection we can now connect to an Asset Management system that will generate work orders and maintenance request based on real-time data. Need to change the blower oil at 1000 hours, set the alert, generate a work order, document its completion and move on.

Modular System Design

Because CCUD has responsibility for maintaining distribution, collection and reclamation systems over a large geographic area, it is important that the SCADA system be able to adapt to the potential for addition (or subtraction) of sites or components. We will design the SCADA system with this in mind, making it as easy as possible to add an additional lift station to the system if population growth requires it, or removal of a station if it is later determined that pumping is not necessary in that area. The SCADA system must be flexible in this regard, because not all future requirements can be anticipated during the planning phases.

We believe that there is no one size fits all system or "Black Box" solution. Woodard & Curran will use all its resources to ensure that CCUD gets the latest technology for this project. Also of great importance is the expected life cycle of this equipment. Future support and access to spare parts is critical to a successful design.

SCADA System Telemetry

With as many remote sites as make up CCUD's distribution and collection systems, it is imperative that the telemetry between the sites and the central SCADA computers is reliable. Periodic losses of communication or failures could lead to loss of system awareness and potential regulatory concerns. The options for this telemetry must be carefully considered and the impacts on the overall system design taken into account so that the final system operates as intended without errors or significant data loss. We will utilize our knowledge and experience in designing telemetry systems for hundreds of SCADA systems in many different topographical conditions to ensure CCUD receives a robust, reliable and secure communication platform for its many remote sites. All available technologies, including licensed frequency radio, frequency-hopping spread spectrum radio and cellular communications, will be evaluated both for short term and long-term feasibility, performance, maintenance and upkeep.

Woodard & Curran has access to a radio subconsultant that we have successfully partnered with for over 15 years. TCS Communications is a known industry leader in telemetry for SCADA systems and emergency communications. Should we need assistance, TCS will be part of our design team.

System Complexity

CCUD's SCADA system must be robust and reliable, while being able to be supported in a reasonable manner. We will recommend an approach to the design of your new SCADA system such that unnecessary complexity will be designed out of the final product.

While trying to avoid unnecessary system components Woodard & Curran has developed a reliable design for the automatic back-up of your stations. For instance, should the PLC or pressure transducer fail, the system is designed to run on floats until repairs are made. This would eliminate the need for an operator or technician to constantly man the station.

The backbone of a well-designed SCADA system is reliability coupled with resiliency and Woodard & Curran is well versed in this. Hardware and software must be configured correctly for automatic failover of servers and related software to keep operators informed.

System Migration

When proposing upgrades to a system as extensive as that of CCUD, it is important to take system migration into account as part of the overall process. There will be periods of time where the existing system will still be active while remote sites are being upgraded and commissioned with the new SCADA controls on the new telemetry system. This fact makes it critical to plan ahead and to ensure that the two systems can operate simultaneously, and that all information sharing between the systems will ensure the overall system operates effectively during this transition period. All potential solutions to this will be considered, including (if fiscally and technically advisable) migrating the existing sites communicating over the existing telemetry to a potential new HMI computer and software, while upgrading stations with new SCADA controls and communications, eliminating multiple systems for much of the transition.

Keeping this in mind, Woodard & Curran will work with CCUD throughout the Master Plan development process with and keep an eye on a simplified migration and implementation plan. Having in house SCADA design engineers, implementation staff and electrical engineers working together makes the final product more complete and robust.

CyberSecurity

With the availability of Internet access nearly everywhere and the need for operations staff and SCADA support services to be able to view the SCADA system remotely, it becomes critical that the SCADA system be protected from the increasing threat of cyber-attack. The added value and convenience that remote access and increased IT technology used in SCADA system come with the added risk of exposure to malware and hackers. By understanding the needs of CCUD and utilizing available guidance, technology and expertise, the cybersecurity risks incurred can be reduced to an acceptable level and allow CCUD to realize the advantages they provide. We will work closely with a cybersecurity consultant with a proven track record in the water utility field (Modern Grid Partners) to ensure the SCADA system is protected from cyber threats.

High Performance HMI

To improve operators' efficiency when accessing the SCADA system, the High Performance HMI approach will be recommended to develop the graphical screens that depict the water processes and remote sites. The intent of this approach is to convey useful process data with some context to communicate the overall status of the process to operations staff. Instead of being shown as simply a number, analog process values will be represented by a bar graph or 'speedometer' display, including the normal and abnormal ranges for the values. A depiction of the current trend of the value (up, down, or unstable) of some process variables is useful to staff to understand how the process is tracking. Those process variables will be shown with a small trend display to illustrate the trend. Colors are used in such a way that they draw operator's eyes immediately to warning or alarm conditions. Using this approach, even relatively new staff will be able to determine if a measurement or process is in range and to detect an abnormal value or process condition prior to it becoming a bigger problem.

SCHEDULE and COST

Woodard & Curran anticipates that the project will take approximately 5 months. This will include site visits, research, reports, face to face conferences and final deliverables. Detailed scheduled is included at the end of this section.

It is the responsibility of the Project Manager to drive our projects. The schedule and budget are closely monitored by the management team with our reporting tools. This is also done with a weekly update meeting with our internal project team. This meeting typically includes the Project Principal (and or Business Development Leader), Client Manager, Project Manager and project staff. **The Client Manager has the ability to tap into any of the Woodard & Curran resources that may be required to keep a project on schedule.** We understand that a creeping schedule can also lead to project cost issues.

The Project Manager and Client Manager will also schedule calls at regular intervals with you, the Client, to discuss any scope, schedule or budget concerns. And you are always welcome to contact your team should you have any questions.

To keep projects running smoothly, the Client Manager is involved with project calls across our offices. By participating in these calls, projections are made for required manpower and planned out well in advance for each project.

Woodard & Curran uses Deltek reporting for many parts of its project control. With the project dashboard the team can see contract cost, cost to date, remaining funds, outstanding PO's and a multitude of information to help a project of this size and complexity run well.

So you can be assured that Woodard & Curran is prepared to work along with CCUD to deliver a superior project on time and within budget that will provide CCUD with a path to lead them into the next 20 year of successful operation.

OUR RECENT, CURRENT AND PROJECTED WORKLOAD

Woodard & Curran is a firm of over 1,000 people, with including over **50 SCADA professionals**. We have over 60 active projects with anticipated completion dates ranging from early 2019 through 2020 and beyond. Our current workload was taken into consideration in the development of this proposal. We have the dedicated staff and resources to successfully take on the County's assignment, and can draw from our extensive pool of in-house resources. The team members have a long track record of meeting or exceeding schedule; our combined years of experience enables us to understand how projects come forward for execution.

Charlotte County Board Of County Commissioners
Agenda Item Summary

Item Number: F - 3.

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1 DEPARTMENT MAKING REQUEST

Purchasing

2 MEETING DATE

3/26/2019

3 REQUESTED MOTION/ACTION

Approve award of "piggyback" purchase, File #19-318 Furniture Punta Gorda Charlotte Library 1) off the Florida State Contract #425-001-12-1 Office Furniture and Files in the amount of $166,375.68 and 2) off the Miami-Dade Contract RTQ-00439 Furniture Office and Non-Office in the amount of $202,494.25 as awarded to R. George & Associates, Inc. of Deland, Florida for a total cost of $386,869.93.

4 AGENDA

Consent

5 IS THIS ITEM BUDGETED (IF APPLICABLE) - True

Budget Action
No action needed. Budgeted in CIP project, "Punta Gorda Charlotte Library," as approved in the FY19 budget process. Funding is supplied from the 2014 Sales Tax Extension.

Financial Impact Summary Statement
Funding is supplied from the 2014 Sales Tax Extension.

Detailed Analysis Attached - False

Budget Officer-

6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)

The purpose of this "piggyback" purchase is to secure a firm price for the purchase and delivery of furniture for the Punta Gorda Charlotte Library located at 401 Shreve Street, Punta Gorda, Florida in accordance with the prices, terms and conditions of the Florida State Contract #425-001-12-1 Office Furniture and Files in the amount of $166,375.68 and the Miami-Dade Contract RTQ-00439 Furniture Office - Non-Office in the amount of $202,494.25 as awarded to R. George & Associates, Inc. of Deland, FL for a total cost of $386,869.93.

ATTACHMENTS:

File Name	Description	Upload Date	Type
19-318_Furniture_PG_Library_State_Contract_Prices.pdf	#19-318 FL State Contract Pricing	3/4/2019	Backup Material
19-318_Furniture_PG_Library_Miami-Dade_Contract_Prices.pdf	#19-318 Miami-Dade Contract Pricing	3/4/2019	Backup Material
c711501_PuntaGorda.Charlotte_Library.pdf	Punta Gorda Charlotte Library CIP	3/5/2019	Backup Material

R. GEORGE & ASSOCIATES, INC.
P.O. Box 2854 □ Deland, Florida 32721-2854 □ (386) 736-2326
TOLL FREE (866) 833-3441 □ FAX (386) 736-3706 □ EMAIL info@rgeorge.com

TO: CHARLOTTE COUNTY PUBLIC LIBRARY SYSTEM

QUOTE #: **Q-18-180 REVISED**
DATE: 2/27/2019
PROJECT: PUNTA GORDA CHARLOTTE LIBRARY

We offer the following quotation for the above project:

Item	Qty	Catalog #	Description	Unit	Total
			KI PRICING PER FLORIDA STATE CONTRACT NO.425-001-12-1		
			1-102 Workroom		
T1 (4.1)	2	DL3060-TWA-BL	DuraLite 30 x 60, Rectangular Fixed Height Table Walnut (/TWA) Black (/BL)	$265.47	$530.94
TS1 (4.2)	4	ALTMNA-P-S-	Altus Mesh Chair, No Arms, Upholstered Black plastic base (/P) Hard floor casters (/S) No headrest (/NHR) Lumbar support (/LS)	$738.86	$2,955.44
	4	LOT	COM: Pallas Aphrodite/ Blossom 27.258.249 Mesh: AMCM Champagne	$78.46	$313.84
DSK3 (4.3)	2	CZBWR30842-	CZ 30"D Rectilinear Worksurface, Dual-Sided, Standard Height, No-power, 30 x 84, 74P Edge Grommet : Center (/C) Grommet Color (TBD) Surface Finish (TBD) Edge Color (TBD) Paint Color (TBD)	$814.71	$1,629.42
DSK3 (4.4)	2	CZBWR30362-	CZ 30"D Rectilinear Worksurface, Dual-Sided, Standard Height, No-power, 30 x 36, 74P Edge Grommet : Center (/C) Grommet Color (TBD) Surface Finish (TBD) Edge Color (TBD) Paint Color (TBD)	$374.66	$749.32
			SUB-TOTAL		$6,178.96

NOW ACCEPTING PURCHASE CARD, VISA, OR MASTERCARD. PLEASE ADVISE UPON PLACING ORDER.

Date 2/27/2019
Quote # Q-18-180 REVISED
Project PUNTA GORDA CHARLOTTE

Item	Qty	Catalog #	Description	Unit	Total
DSK3 (4.5)	2	CZBDS607296/S-	CZ 60" Dual-Sided Standalone/ Starter Telescopic Beam Frame 72-96",Slider Paint Color (TBD) Clear (/GCL)	$734.94	$1,469.88
DSK3 (4.6)	2	CZBDA603642/S-	CZ 60" Dual-Sided Adder Telescopic Beam Frame 36-42", Slider Paint Color (TBD) Clear (/GCL)	$582.59	$1,165.18
DSK3 (4.7)	2	AC8IF.108	Activ8 Infeed	$132.08	$264.16
DSK3 (4.8)	4	AC8RPTCZB.12	Activ8 Module and Attachment Bracket for Connection Zone	$45.77	$183.08
DSK3 (4.9)	4	AC8JP.53	Activ8 Jumper 53" Long	$48.39	$193.56
DSK3 (4.10)	2	AC8JP.29	Activ8 Jumper 29" Long	$41.85	$83.70
			1-102B Hist. Office		
CH1 (6.1)	4	SSNAP-CH-NFR-	Strive Sled Base Armless Chair, Poly Chrome (/CH) No Fire Retardant (/NFR) Poly Color: Surf's Up (/PSP) Glide Option (TBD)	$141.89	$567.56
			1-102G Staff Lounge		
CH1 (6.1)	4	SSNAP-CH-NFR-	Strive Sled Base Armless Chair, Poly Chrome (/CH) No Fire Retardant (/NFR) Poly Color: Surf's Up (/PSP) Glide Option (TBD)	$141.89	$567.56
			1-103 Circulation Desk		
TS1 (7.3)	2	ALTMNA-P-S-	Altus Mesh Chair, No Arms, Upholstered Black plastic base (/P) Hard floor casters (/S) No headrest (/NHR) Lumbar support (/LS)	$738.86	$1,477.72
	2	LOT	COM: Pallas Aphrodite/ Blossom 27.258.249 Mesh: AMCM Champagne	$78.46	$156.92
			SUB-TOTAL		$12,308.28

NOW ACCEPTING PURCHASE CARD, VISA, OR MASTERCARD. PLEASE ADVISE UPON PLACING ORDER.

Date 2/27/2019
Quote # Q-18-180 REVISED
Project PUNTA GORDA CHARLOTTE

Item	Qty	Catalog #	Description	Unit	Total
			1-103A Manager Office		
CH1 (8.1)	2	SSNAP-CH-NFR-	Strive Sled Base Armless Chair,Poly Chrome (/CH) No Fire Retardant (/NFR) Poly Color: Surf's Up (/PSP) Glide Option (TBD)	$141.89	$283.78
TS1 (8.2)	1	ALTMNA-P-S-	Altus Mesh Chair, No Arms, Upholstered Black plastic base (/P) Hard floor casters (/S) No headrest (/NHR) Lumbar support (/LS)	$738.86	$738.86
	1	LOT	COM: Pallas Aphrodite/ Blossom 27.258.249 Mesh: AMCM Champagne	$78.46	$78.46
F5 (8.3)	1	S7L/305555D-	700 Series Files Lateral File, 5H-30W x 18D x 59-3/32"H Pull Options (TBD) Unit Color (TBD) With Counterbalance (/CBW) Key Option (TBD)	$1,153.41	$1,153.41
			1-104 Large Print		
			DELETED		
			1-105 Archive Reading		
CH2a (10.1)	6	1901/FC-TBD-	Affina Guest Chair, Open Arm, Contrast	$889.91	$5,339.46
	6	LOT	COM Back: Maharam Brindle 466418-004 Burnt	$58.85	$353.10
	6	LOT	COM Seat: Maharam Brindle 466418-004 Burnt Wood finish-Core (Core) River Cherry on Beech (/BRY) Nylon glides (/NG) Wood armcaps (pair) (/WAC) Yes moisture barrier (/MB)	$78.46	$470.76
			SUB-TOTAL		$20,726.11

NOW ACCEPTING PURCHASE CARD, VISA, OR MASTERCARD. PLEASE ADVISE UPON PLACING ORDER.

Date 2/27/2019
Quote # Q-18-180 REVISED
Project PUNTA GORDA CHARLOTTE

Item	Qty	Catalog #	Description	Unit	Total
			1-105-Archive Reading		
T8 (12.2)	1	9705-BRY-LRY	Affina Rectangular End Table, 22"H, Laminate Top, 20 x 24 Wood finish-Core (Core) River Cherry on Beech (/BRY) KI Laminates (Standard) RIVER CHERRY LAM 7937-38 (/LRY)	$589.13	$589.13
			1-105A Archive Processing/ Hold Archive Office		
S1 (11.1)	4	KICL13-TBD	Medical/Lab Stool, 16"Dia Seat, 22-32"H, Uph, Hand Activated	$267.43	$1,069.72
	4	LOT	COM: Pallas Aphrodite/ Blossom 27.258.249	$58.85	$235.40
			1-106 Study		
LO1b (12.1)	2	3223/FC-TBD-	Affina High Back Closed Arm Lounge Chair, Contrast Compliance to TB 117-2013 (/NFR) KOM (KI Ordered Material) MAHARAM (Supplier:) TAPER (Pattern:) SUNSET 466413-003 (Color:) TX.000122324 (Item Number:)	$2,582.75	$5,165.50
	2	LOT	COM Seat: Pallas Aphrodite/Seafoam 27.258.163 COM Arms & Back: Maharam Taper Sunset 466413-003 Wood finish-Core (Core) River Cherry on Beech (/BRY) Nylon glides (/NG) Wallsaver feet (/WWF) With wingback (requires add'l fabric) (/WWB) Yes moisture barrier (/MB) Wood armcaps (pair) (/WAC)	$117.70	$235.40
T8 (12.2)	1	9705-BRY-LRY	Affina Rectangular End Table, 22"H, Laminate Top, 20 x 24 Wood finish-Core (Core) River Cherry on Beech (/BRY) KI Laminates (Standard) RIVER CHERRY LAM 7937-38 (/LRY)	$589.13	$589.13
			SUB-TOTAL		$28,610.39

NOW ACCEPTING PURCHASE CARD, VISA, OR MASTERCARD. PLEASE ADVISE UPON PLACING ORDER.

Date 2/27/2019
Quote # Q-18-180 REVISED
Project PUNTA GORDA CHARLOTTE

Item	Qty	Catalog #	Description	Unit	Total
			1-106A Study		
CH2b (13.1)	4	1901/FC-TBD-	Affina Guest Chair, Open Arm, Contrast	$889.91	$3,559.64
	4	LOT	COM Back: Maharam Brindle 466418-010 Seagrass	$58.85	$235.40
	4	LOT	COM Seat: Maharam Brindle 466418-010 Seagrass	$78.46	$313.84
			Wood finish-Core (Core)		
			River Cherry on Beech (/BRY)		
			Nylon glides (/NG)		
			Wood armcaps (pair) (/WAC)		
			Yes moisture barrier (/MB)		
			1-106B Study		
CH2b (14.1)	4	1901/FC-TBD-	Affina Guest Chair, Open Arm, Contrast	$889.91	$3,559.64
	4	LOT	COM Back: Maharam Brindle 466418-010 Seagrass	$58.85	$235.40
	4	LOT	COM Seat: Maharam Brindle 466418-010 Seagrass	$78.46	$313.84
			Wood finish-Core (Core)		
			River Cherry on Beech (/BRY)		
			Nylon glides (/NG)		
			Wood armcaps (pair) (/WAC)		
			Yes moisture barrier (/MB)		
			1-107 Computer		
CH3 (15.1)	4	1901/FC-TBD-	Affina Guest Chair, Open Arm, Contrast	$889.91	$3,559.64
	4	LOT	COM Back: Maharam Equate Windwept 466383-007	$58.85	$235.40
	4	LOT	COM Seat: Maharam Equate Windwept 466383-007	$78.46	$313.84
			Wood finish-Core (Core)		
			River Cherry on Beech (/BRY)		
			Nylon glides (/NG)		
			Wood armcaps (pair) (/WAC)		
			Yes moisture barrier (/MB)		
			Reception Desk4		
TS1	1	ALTMNA-P-S-	Altus Mesh Chair, No Arms, Upholstered	$738.86	$738.86
			Black plastic base (/P)		
			Hard floor casters (/S)		
			No headrest (/NHR)		
			Lumbar support (/LS)		
	1	LOT	COM: Pallas Aphrodite/ Blossom 27.258.249	$78.46	$78.46
			Mesh: AMCM Champagne		
			SUB-TOTAL		$41,754.35

NOW ACCEPTING PURCHASE CARD, VISA, OR MASTERCARD. PLEASE ADVISE UPON PLACING ORDER.

Date 2/27/2019
Quote # Q-18-180 REVISED
Project PUNTA GORDA CHARLOTTE

Item	Qty	Catalog #	Description	Unit	Total
			1-111 Fiction		
CH2b (20.1)	8	1901/FC-TBD-	Affina Guest Chair, Open Arm, Contrast	$889.91	$7,119.28
	8	LOT	COM Back: Maharam Brindle 466418-010 Seagrass	$58.85	$470.80
	8	LOT	COM Seat: Maharam Brindle 466418-010 Seagrass	$78.46	$627.68
			Wood finish-Core (Core)		
			River Cherry on Beech (/BRY)		
			Nylon glides (/NG)		
			Wood armcaps (pair) (/WAC)		
			Yes moisture barrier (/MB)		
LO1b (20.2)	8	3223/FC-TBD-	Affina High Back Closed Arm Lounge Chair, Contrast	$2,582.75	$20,662.00
			Compliance to TB 117-2013 (/NFR)		
			KOM (KI Ordered Material)		
			MAHARAM (Supplier:)		
			TAPER (Pattern:)		
			SUNSET 466413-003 (Color:)		
			TX.000122324 (Item Number:)		
	8	LOT	COM Seat: Pallas Aphrodite/Seafoam 27.258.163	$117.70	$941.60
			COM Arms & Back: Maharam Taper Sunset 466413-003		
			Wood finish-Core (Core)		
			River Cherry on Beech (/BRY)		
			Nylon glides (/NG)		
			Wallsaver feet (/WWF)		
			With wingback (requires add'l fabric) (/WWB)		
			Yes moisture barrier (/MB)		
			Wood armcaps (pair) (/WAC)		
T8 (20.3)	4	9705-BRY-LRY	Affina Rectangular End Table, 22"H, Laminate Top, 20 x 24	$589.13	$2,356.52
			Wood finish-Core (Core)		
			River Cherry on Beech (/BRY)		
			KI Laminates (Standard)		
			RIVER CHERRY LAM 7937-38 (/LRY)		
			1-113 Non-Fiction		
CH2a (21.1)	12	1901/FC-TBD-	Affina Guest Chair, Open Arm, Contrast	$889.91	$10,678.92
			Highest Grade Contrasting Fabric (TBD)		
	12	LOT	COM Back: Maharam Brindle 466418-004 Burnt	$58.85	$706.20
	12	LOT	COM Seat: Maharam Brindle 466418-004 Burnt	$78.46	$941.52
			Wood finish-Core (Core)		
			River Cherry on Beech (/BRY)		
			Nylon glides (/NG)		
			Wood armcaps (pair) (/WAC)		
			Yes moisture barrier (/MB)		
			SUB-TOTAL		$86,258.87

NOW ACCEPTING PURCHASE CARD, VISA, OR MASTERCARD. PLEASE ADVISE UPON PLACING ORDER.

Date 2/27/2019
Quote # Q-18-180 REVISED
Project PUNTA GORDA CHARLOTTE

Item	Qty	Catalog #	Description	Unit	Total
LO1a (21.2)	8	3223/FC-TBD-	Affina High Back Closed Arm Lounge Chair,Contrast Highest Grade Contrasting Fabric (TBD) Compliance to TB 117-2013 (/NFR) KOM (KI Ordered Material-Additional Fees Required) (/KOM)	$2,582.75	$20,662.00
	8	LOT	COM Seat: Pallas Aphrodite/Blossom 27.258.249 COM Arms & Back: Maharam Taper Sunset 466413-003 Wood finish-Core (Core) River Cherry on Beech (/BRY) Nylon glides (/NG) Wallsaver feet (/WWF) With wingback (requires add'l fabric) (/WWB) Yes moisture barrier (/MB) Wood armcaps (pair) (/WAC)	$117.70	$941.60
T8 (21.3)	4	9705-BRY-LRY	Affina Rectangular End Table, 22"H, Laminate Top, 20 x 24 Wood finish-Core (Core) River Cherry on Beech (/BRY) KI Laminates (Standard) RIVER CHERRY LAM 7937-38 (/LRY)	$589.13	$2,356.52
			2-100 Lobby		
B1 (22.1)	2	7960/NC-TBD-	Neena Bench, 60", Non-Contrast	$751.94	$1,503.88
	2	LOT	COM: Wolf Gordon Overpass Wood finish-Core (Core) River Cherry on Beech (/BRY)	$273.97	$547.94
T7 (22.2)	1	5520-LRY-BRY	Flex Console Table, Laminate Top, 15.5 x 46.75 x 28.75H KI Laminates (Standard) RIVER CHERRY LAM 7937-38 (/LRY) Wood finish-Core (Core) River Cherry on Beech (/BRY)	$927.18	$927.18
T8 (22.3)	2	9705-BRY-LRY	Affina Rectangular End Table, 22"H, Laminate Top, 20 x 24 Wood finish-Core (Core) River Cherry on Beech (/BRY) KI Laminates (Standard) RIVER CHERRY LAM 7937-38 (/LRY)	$589.13	$1,178.26
			SUB-TOTAL		$114,376.25

NOW ACCEPTING PURCHASE CARD, VISA, OR MASTERCARD. PLEASE ADVISE UPON PLACING ORDER.

Date 2/27/2019
Quote # Q-18-180 REVISED
Project PUNTA GORDA CHARLOTTE

Item	Qty	Catalog #	Description	Unit	Total
			2-101 Meeting Room		
CH1 (23.1)	140	SSNAP-CH-NFR-F	Strive Sled Base Armless Chair, Poly Frame Color: _____ Azure Grey,Beige, Black, Blue Gray, Brown,Cayenne,Nordic Sand, Warm Grey or Wet sand No Fire Retardant (/NFR) Poly Color: Surf's Up (/PSP) Glide Option (TBD) Beige, Black or Grey	$141.89	$19,864.60
CC (23.2)	5	SCDA.BL	Strive Chair Transport Dolly	$274.62	$1,373.10
CT (23.3)	3	KTV68-BE-C	Vertical Storage Caddy, Cap-9, 26-5/8W x 78"L Beige (/BE) Standard wheels (/C)	$384.47	$1,153.41
T1 (23.5)	28	DL3060-TWA-BL	DuraLite 30 x 60, Rectangular Fixed Height Table Walnut (/TWA) Black (/BL)	$265.47	$7,433.16
LTN (23.6)	2	ATBT39RLC-74P-	All Terrain 39" Binder Tower, Shelf/Shelf w/ Outriggers, Lpd-Bwd, 74P Edge, Laminate/aluminum bow tie (hinge right), 22 x 20"D 4 bl/wh casters (2 locking) (/4CW) Unit Color (TBD) KI Laminates (Standard) BRIGHTON WALNUT #7922-38 (/LBW) Key Option (TBD) Brighton Walnut edge (/EBW) Brighton Walnut (/FBW) **Lectern (/LO)**	$991.91	$1,983.82
			2-106 Conference Room		
S3	9	618W	600 SERIES STOOLS W/WOOD SEAT FIXED HEIGHT 18"H FRAME COLOR:_____	$79.12	$712.08
T14 (24.2)	5	DL3060-TWA-BL	DuraLite 30 x 60, Rectangular Fixed Height Table Walnut (/TWA) Black (/BL)	$265.47	$1,327.35
			SUB-TOTAL		$148,223.77

NOW ACCEPTING PURCHASE CARD, VISA, OR MASTERCARD. PLEASE ADVISE UPON PLACING ORDER.

Date 2/27/2019
Quote # Q-18-180 REVISED
Project PUNTA GORDA CHARLOTTE

Item	Qty	Catalog #	Description	Unit	Total
			2-107 Hallway		
B1 (25.1)	3	7960/NC-TBD-	Neena Bench, 60", Non-Contrast	$751.94	$2,255.82
	3	LOT	COM: Wolf Gordon Overpass	$273.97	$821.91
			Wood finish-Core (Core)		
			River Cherry on Beech (/BRY)		
T8 (25.2)	2	9705-BRY-LRY	Affina Rectangular End Table, 22"H, Laminate Top, 20 x 24	$589.13	$1,178.26
			Wood finish-Core (Core)		
			River Cherry on Beech (/BRY)		
			KI Laminates (Standard)		
			RIVER CHERRY LAM 7937-38 (/LRY)		
			TOTAL DELIVERED & INSTALLED PRICE		**$152,479.76**

BY: AARON KEMBLE

NOW ACCEPTING PURCHASE CARD, VISA, OR MASTERCARD. PLEASE ADVISE UPON PLACING ORDER.

R. GEORGE & ASSOCIATES, INC.
P.O. Box 2854 □ Deland, Florida 32721-2854 □ (386) 736-2326
TOLL FREE (866) 833-3441 □ FAX (386) 736-3706 □ EMAIL info@rgeorge.com

TO: CHARLOTTE COUNTY PUBLIC LIBRARY SYSTEM

QUOTE #: Q-18-182 REVISED
DATE: 1/11/2019
PROJECT: PUNTA GORDA CHARLOTTE LIBRARY

We offer the following quotation for the above project:

Item	Qty	Catalog #	Description	Unit	Total
			ARTOPEX PRICING PER FLORIDA STATE CONTRACT NO. 425-001-12-1		
DSK4/			**RECEPTION DESK 1-107 COMPUTER CONSISTING OF:**		
	3	AC-ECEJK48	JUMPER 48" (1 CIRCUIT)	$48.67	$146.01
	1	AC-ECFK	POWERSUPPLY MODULE (1 CIRCUIT)	$204.53	$204.53
	4	ACECMK	MOBILE OUTLET (1 CIRCUIT)	$55.56	$222.24
	2	AC-EWF2	DOUBLE PLASTIC FASTENER (PACKAGE OF 5) BLACL	$12.29	$24.58
	4	AC-WCMC20 3090	METAL CALE TRAY 4.25 20 X 3	$46.71	$186.84
	4	RC1-RTCP 4513	45 DEGREE CURVED COUNTER TOP 13IN HIGH - ACRYLIC FRONT HPL TOP:_____ FROSTED ACRYLIC	$522.13	$2,088.52
	2	RCI-DCM4530 CC	45 DEGREE CURVED RECEPTION DESK 30IN D CC-METAL FRONT HPL TOP:_____ GROMMET LEFT & RIGHT	$670.61	$1,341.22
	1	RCI-DCM4530 CL	45 DEGREE CURVED RECEPTION DESK 30IN D CL-METAL FRONT HPL TOP:_____ GROMMET LEFT & RIGHT	$670.61	$670.61
	1	RCI-DCM4530 LC	45 DEGREE CURVED RECEPTION DESK 30IN D LC-METAL FRONT HPL TOP:_____ GROMMET LEFT & RIGHT	$670.61	$670.61
			SUB-TOTAL		$5,555.16

NOW ACCEPTING PURCHASE CARD, VISA, OR MASTERCARD. PLEASE ADVISE UPON PLACING ORDER.

Date 1/11/2019
Quote # Q-18-182 REVISED
Project PUNTA GORDA CHARLOTTE

Item	Qty	Catalog #	Description	Unit	Total
			BEHIND RECEPTION DESK 1-107 COMPUTER		
DSK5	3	TL-BK213641	BOOKCASE 41"H X 21"D X 36"W	$344.15	$1,032.45
F1/	4	MP45-18-6612	MOBILE PEDESTAL 15 X 18 X 27 3/8 - 6" + 6" + 12"	$412.49	$1,649.96
T12/			**1-102G STAFF LOUNGE**		
	1	AC-RSTF64	STIFFENER 64"	$47.69	$47.69
	4	SPAC-LES35	SQUARE TUBULAR METAL LEGS 2 1/2" X 2 1/2"	$81.61	$326.44
	1	TL-MSI2472	RECTANGULAR SURFACE 24 X 72 NO GROMMET HPL:_____	$208.46	$208.46
T2/					
	1	AC-RSTF64	STIFFENER 64"	$47.69	$47.69
	4	AC-LES28	SQUARE TUBULAR METAL LEGS 2 1/2" X 2 1/2"	$59.49	$237.96
	1	TL-MSI3672	RECTANGULAR SURFACE 36 X 72 NO GROMMET HPL:_____	$290.07	$290.07
TA31			**1-105A ARCHIVE PROCESSING**		
	1	AC-EGR64-N	PLASTIC ROUND GROMMET 2.5" FOR ON SITE INSTALLATION	$13.77	$13.77
	1	AC-PWBE	POWER BAR WITH SURGE SUPPRESSOR	$22.62	$22.62
	2	AC-WCMC62 3090	METAL CABLE TRAY 4.25 X 62 X 3	$69.81	$139.62
	1	SPTS-BC4124 72-34H-S	SET OF 4 CLOSED BENCHING TABLES 24 X 72 X 34H LAMINATE END PANELS	$2,180.95	$2,180.95
			SUB-TOTAL		$11,752.84

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Date 1/11/2019
Quote # Q-18-182 REVISED
Project PUNTA GORDA CHARLOTTE

Item	Qty	Catalog #	Description	Unit	Total
T2/			**1-102B HIST. OFFICE**		
	1	AC-RSTF64	STIFFENER 64"	$47.69	$47.69
	4	AC-LES28	SQUARE TUBULAR METAL LEGS 2 1/2" X 2 1/2"	$59.49	$237.96
	1	TL-MSI3672	RECTANGULAR SURFACE 36 X 72 NO GROMMET HPL:_____	$290.07	$290.07
DSK2/			**1-103A MANAGER OFFICE** CONSISTING OF:		
	1	AC-WCMC62	METAL CABLE TRAY 4.25 X 44 X 3	$69.81	$69.81
	1	AL-RSTF64	STIFFENER 64"	$47.69	$47.69
	2	AL-LE2T2836	TECHNO DOUBLE LEG 36"	$141.10	$282.20
	1	AL-SSI3672	RECTANGULAR SURFACE 36 X 72 UC POWER	$417.90	$417.90
CRZ/	1	TS-CZUFO24	CREDENZA 24 X 72 X 23 - UF DRAWERS + OPEN W/NOKI LOCK HPL TOP:_____	$749.76	$749.76
			TOTAL DELIVERED & INSTALLED PRICE		**$13,895.92**

BY: AARON KEBLE

NOW ACCEPTING PURCHASE CARD, VISA, OR MASTERCARD. PLEASE ADVISE UPON PLACING ORDER.

Skip to Main Content

Department of Management Services

Florida Department of Management Services > Business Operations > State Purchasing > State Contracts and Agreements > State Term Contracts > Office Furniture and Files

<< Return

Office Furniture and Files425-001-12-1

Contract Details

Effective Period	03/02/2012 through 03/01/2020
Contract Type	State Term Contract
Contract Information	• Contractors • Pricing
Contract Documents	Microsoft Word (1.03 MB) PDF (1.63 MB)
Contract Administration	• Brenda Wells • (850) 488-6904 Brenda.Wells@dms.myflorida.com
Commodity Codes	425-650, 425-100, 425-110, 425-120, 425-140, 425-510, 425-060, 425-050, 425-770, 425-070, 425-240, 425-300, 425-020, 425-030, 425-040, 425-090, 425-190, 425-200, 425-630, 425-660, 425-210, 425-220, 425-230, 425-550, 425-900, UNSPSC-43211613, UNSPSC-44111519, UNSPSC-44111800, UNSPSC-46171500, UNSPSC-56101500, UNSPSC-561010501, UNSPSC-56101503, UNSPSC-56101504, UNSPSC-56101507, UNSPSC-56101510, UNSPSC-56101520, UNSPSC-56101530, UNSPSC-56101700, UNSPSC-56101702, UNSPSC-56101707, UNSPSC-56101715, UNSPSC-56111501, UNSPSC-56111600, UNSPSC-56121005, UNSPSC-56121800

Description

This state term contract includes for the purchase of office and conference/public area furniture, including lateral and vertical steel files, dispatch/911 furniture, conference or training tables, mail processing furniture, conference or training chairs, map files, storage and presentation accessories, reception desks, single and multiple seating units, sofas and loveseats (public areas), and occasional tables. Fireproof files, art work and decorative lamps and accessories are not part of this contract.

Benefits

- Discounts of 45 to 78 percent off of list price (MSRP) for each contractor, with average discount of 62 percent
- Additional discounts are negotiable for large quantity orders and one time delivery of large single orders
- 90-day delivery time (some Quick Ship)
- Delivery can be based on GSA terms
- Statewide coverage
- 59 Manufacturers with over 1,500 approved servicing dealers. Certified minority vendors available.
- Toll-free access to customer service representatives
- Wide product selection with over 100,000 items on contract. Custom options available.
- Dedicated contractor website with prices, discounts, dealers, and LEED green products/environmental information
- 5-year warranty coverage or manufacturer's warranty whichever is greater. Fabric and pneumatic cylinders shall be warranted for minimum of 1 year.

- Online reporting capabilities (e.g., order tracking, usage reports)
- Priority allocation for supply constrained items
- Includes following value added services: installation, product removal, end-of-life recycling, design services, space planning, reconfiguration, consulting services, inventory management services, technical services

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TO: CHARLOTTE COUNTY PUBLIC LIBRARY SYSTEM

QUOTE #: **Q-18-148 REVISED**
DATE: 2/28/2019
PROJECT: PUNTA GORDA CHARLOTTE LIBRARY

We offer the following quotation for the above project:

Item	Qty	Catalog #	Description	Unit	Total
			BORROUGHS WILSONSTAK PRICING PER MIAMI-DADE RFQ#00439		
			STEEL COLOR:MIST GRAY 161		
			FICTION 1-111 & NON-FICTION 1-113		
A/	73	M6207IBUM	D/F 72"H X 10/24"D INTEGRAL BACK SHELVING UNITS MOD TO HAVE SLOPED IBU BASE SHELVES NO SLIDING BOOK SUPPORTS	$476.92	$34,815.16
	(48)	M610IB	10"D INTEGRAL BACK ADJU. SHELF	$24.82	($1,191.36)
	48	MSAVS-636	MEDIA SHELF SINGLE TIER FOR REFERENCE PAPERBACKS	$63.55	$3,050.40
			1-113		
B/	6	MHP67M	S/F 72"H X 12/12"D HINGED PERIODICAL UNITS	$418.87	$2,513.22
C/			**AV COLLECTION 1-110**		
	17	31231-035	72"H WELDED FRAMES	$88.93	$1,511.81
	17	MBS620SLP	20"D SLOPED CLOSED BASE SHELVES	$144.43	$2,455.31
	238	MSAVS-636	MEDIA SHELF-SINGLE TIER 36"W X 6"D SLOPED WITH 3 DIVIDERS EACH	$63.55	$15,124.90
			CHILDREN'S DVDS		
D/	6	31231-035	72"H WELDED FRAMES	$88.93	$533.58
	6	MBS610SLP	10"D SLOPED CLOSED BASE SHELVES	$76.82	$460.92
	42	MSAVS-636	MEDIA SHELF-SINGLE TIER 36"W X 6"D SLOPED WITH 3 DIVIDERS EACH	$63.55	$2,669.10
			SUB-TOTAL		$61,943.04

NOW ACCEPTING PURCHASE CARD, VISA, OR MASTERCARD. PLEASE ADVISE UPON PLACING ORDER.

R. GEORGE & ASSOCIATES, INC.

Date 2/28/2019
Quote # Q-18-148 REVISED
Project PUNTA GORDA CHARLOTTE

Item	Qty	Catalog #	Description	Unit	Total
SF6/			**1-104 LARGE PRINT 16" DEEP**		
	11	31231-035	72"H WELDED FRAMES	$88.93	$978.23
	11	MSIBS616SF	SLOPED INTEGRAL BACK BASE SHELF 16"D	$117.62	$1,293.82
	55	M616IB	16"D ADJUSTABLE INTEGRAL BACK SHELVES	$50.77	$2,792.35
	1	31231-035MOD	72"H WELDED FRAMES 30"W	$88.93	$88.93
	1	MSIBS016SF	SLOPED INTEGRAL BACK BASE SHELF 16"D 30"W	$117.62	$117.62
	5	M016IB	16"D ADJUSTABLE INTEGRAL BACK SHELVES 30"W	$50.77	$253.85
	2	MCF93	CORNER FILLER W/TOP CAP 72"H X 16/16"D	$186.49	$372.98
	2	HPL	LAMINATE PANELS 6' X 6'8"L	$261.00	$522.00
F/	2	M6245IBUMOD	D/F 48"H X 12/24"D INTEGRAL BACK SHELVING MOD TO HAVE SLOPED IB BASE SHELVES AND NO SLIDING BOOK SUPPORTS	$396.52	$793.04
			HOLDS		
SF1/	1	M6127IBUM	S/F 72"H X 12/12"D INTEGRAL BACK SHELVING UNITS MOD TO HAVE SLOPED IBU BASE SHELVES NO SLIDING BOOK SUPPORTS	$323.51	$323.51
			ARCHIVE READING 1-105		
SF1/	5	M6127IBUM	S/F 72"H X 12/12"D INTEGRAL BACK SHELVING UNITS MOD TO HAVE SLOPED IBU BASE SHELVES NO SLIDING BOOK SUPPORTS	$323.51	$1,617.55
	1	MCF93	CORNER FILLER W/TOP CAP 72"H X 12/12"D	$186.49	$186.49
			WORKROOM 1-102 42"W UNITS		
SF2/	3	31512-013	BRACKET BASE SINGLE FACE LH 12IN	$11.74	$35.22
	3	31512-014	BRACKET BASE SINGLE FACE RH 12IN	$11.74	$35.22
	12	31516-015	END BRACKET LEFT HAND 12IN	$4.42	$53.04
	12	31516-016	END BRACKET RIGHT HAND 12IN	$4.42	$53.04
	12	94335-053	SPECIAL IB ADJUSTABLE SHELF ONLY 12"D X 42"W	$38.82	$465.84
	3	94335-054	SPECIAL IBU BASE SHELF ONLY 12"D X 42"W	$41.81	$125.43
	3	EWR	SPEICAL WELDED FRAME 72"H X 42"W	$167.04	$501.12
	644	31330-040	STEEL BOOK SUPPORT W/CORK BOTTOM 9"H	$7.47	$4,810.68
	322	31330-030	STEEL BOOK SUPPORT W/CORK BOTTOM 6"H	$6.24	$2,009.28
			TOTAL DELIVERED & INSTALLED PRICE		**$79,372.28**

BY: AARON KEMBLE

NOW ACCEPTING PURCHASE CARD, VISA, OR MASTERCARD. PLEASE ADVISE UPON PLACING ORDER.

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TOLL FREE (866) 833-3441 □ FAX (386) 736-3706 □ EMAIL info@rgeorge.com

TO: CHARLOTTE COUNTY PUBLIC LIBRARY SYSTEM

QUOTE #: Q-18-181 REVISED
DATE: 2/28/2019
PROJECT: PUNTA GORDA CHARLOTTE LIBRARY

We offer the following quotation for the above project:

Item	Qty	Catalog #	Description	Unit	Total
			AGATI PRICING PER MIAMI-DADE RFQ#00439		
			1-105 Archive Reading		
T4B	1	ETA-TBL-6036-30-ELE-B-P	Etta Table 60w 36d 30h Rectangular Study Table - 1 1/4" x 1 1/2" solid wood top edge band, plastic laminate inset, 2 Solid Wood End Assemblies with a center stretcher, 3 power outlets 4 USB outlets, wire chase leg, plug set electrical to the ground Top Inset Material: Plastic Laminate Top Edge Type: Agati Knife Wood Edge Top Edge Material: Match KI River Cherry on Beech Table Laminate Material: Match KI River Cherry on Beech Base Material: Wood Wood Finish: Match KI River Cherry on Beech	$2,172.76	$2,172.76
			1-106A Study		
T4B	1	ETA-TBL-6036-30-ELE-B-P	Etta Table 60w 36d 30h Rectangular Study Table - 1 1/4" x 1 1/2" solid wood top edge band, plastic laminate inset, 2 Solid Wood End Assemblies with a center stretcher, 3 power outlets 4 USB outlets, wire chase leg, plug set electrical to the ground Top Inset Material: Plastic Laminate Top Edge Type: Agati Knife Wood Edge Top Edge Material: Match KI River Cherry on Beech Table Laminate Material: Match KI River Cherry on Beech Base Material: Wood Wood Finish: Match KI River Cherry on Beech	$2,172.76	$2,172.76
			SUB-TOTAL		$4,345.52

NOW ACCEPTING PURCHASE CARD, VISA, OR MASTERCARD. PLEASE ADVISE UPON PLACING ORDER.

Date 2/28/2019
Quote # Q-18-181 REVISED
Project PUNTA GORDA CHARLOTTE

Item	Qty	Catalog #	Description	Unit	Total
			1-106B Study		
T4B	1	ETA-TBL-6036-30-ELE-B-P	Etta Table 60w 36d 30h Rectangular Study Table - 1 1/4" x 1 1/2" solid wood top edge band, plastic laminate inset, 2 Solid Wood End Assemblies with a center stretcher, 3 power outlets 4 USB outlets, wire chase leg, plug set electrical to the ground Top Inset Material: Plastic Laminate Top Edge Type: Agati Knife Wood Edge Top Edge Material: Match KI River Cherry on Beech Table Laminate Material: Match KI River Cherry on Beech Base Material: Wood Wood Finish: Match KI River Cherry on Beech	$2,172.76	$2,172.76
			1-107 Computer		
			Top Inset Material: Plastic Laminate Top Edge Type: 3mm PVC Top Edge Material: Match KI River Cherry on Beech Table Laminate Material: Match KI River Cherry on Beech Base Material: Laminate App.TBD		
WS1	4	H-WS-SR-4942-48-RF-PG-P	Hampton Nook Starter Plug Set Right Face Starter plastic laminate surrounds, work surface and side shelf with PVC edge, and bench with cushioned seat and back, metal legs with clear anodized aluminum finish. 49w 42d 48h 19sh	$4,337.10	$17,348.40
	4	LOT	COM Bench: Maharam Equate Windswept 466383-007	$181.59	$726.36
	4	LOT	Seat & back:Maharam Equate Windswept 466383-007 Surface Mount Power Pop Up *1 Power Outlet 2 USB Outlets *Finish: Clear Anodized Aluminum Plug Set with 4 outlet power strip	$197.38	$789.52
WS1	1	H-WS-AD-4942-48-RF-PG-P	Hampton Nook Adder Plug Set Right Face Adder plastic laminate surrounds, work surface and side shelf with PVC edge, and bench with cushioned seat and back, metal legs with clear anodized aluminum finish 49w 42d 48h 19sh	$4,046.03	$4,046.03
	1	LOT	COM Bench: Maharam Equate Windswept 466383-007	$181.59	$181.59
	1	LOT	Seat & back:Maharam Equate Windswept 466383-007 Surface Mount Power Pop Up *1 Power Outlet 2 USB Outlets *Finish: Clear Anodized Aluminum Plug Set with 4 outlet power strip	$197.38	$197.38
			SUB-TOTAL		$29,807.56

NOW ACCEPTING PURCHASE CARD, VISA, OR MASTERCARD. PLEASE ADVISE UPON PLACING ORDER.

Date 2/28/2019
Quote # Q-18-181 REVISED
Project PUNTA GORDA CHARLOTTE

Item	Qty	Catalog #	Description	Unit	Total
WS2	3	H-WS-SR-4942-48-	Hampton Nook Starter Plug Set Left Face Starter plastic laminate surrounds, work surface and side shelf with PVC edge, and bench with cushioned seat and back, metal legs with clear anodized aluminum finish. 49w 42d 48h 19sh	$4,337.10	$13,011.30
	3	LOT	COM Bench: Maharam Equate Windswept 466383-007	$181.59	$544.77
	3	LOT	Seat & back:Maharam Equate Windswept 466383-007 Surface Mount Power Pop Up *1 Power Outlet 2 USB Outlets *Finish: Clear Anodized Aluminum Plug Set with 4 outlet power strip	$197.38	$592.14
WS3	4	H-WS-AD-4942-48-	Hampton Nook ADA Adder Plug Set Right Face Adder plastic laminate surrounds, work surface and side shelf with PVC edge, and metal legs with clear anodized aluminum finish 49w 42d 48h 19sh	$2,255.91	$9,023.64
	4	LOT	COM Bench: Maharam Equate Windswept 466383-007	$181.59	$726.36
	4	LOT	Seat & back:Maharam Equate Windswept 466383-007 Surface Mount Power Pop Up *1 Power Outlet 2 USB Outlets *Finish: Clear Anodized Aluminum Plug Set with 4 outlet power strip	$197.38	$789.52
			1-110 AV Collection		
T4C	1	ETA-TBL-4236-39-	Etta Standing Table 24w 24d 39h Rectangle Standing Height Study Table. 1 1/4" x 1 1/2" solid wood top edge band, plastic laminate inset, 2 Solid Wood End Assemblies with a center stretcher,3 power outlets 4 USB outlets, wire chase leg, plug set electrical to the ground	$2,582.21	$2,582.21
T4C/AD	1	ETA-TBL-4236-39-	Etta Standing Table 24w 24d 32h Rectangle Standing Height Study Table. 1 1/4" x 1 1/2" solid wood top edge band, plastic laminate inset, 2 Solid Wood End Assemblies with a center stretcher,3 power outlets 4 USB outlets, wire chase leg, plug set electrical to the ground Top Inset Material: Plastic Laminate Top Edge Type: Agati Knife Wood Edge Top Edge Material: Match KI River Cherry on Beech Table Laminate Material: Match KI River Cherry on Beech Base Material: Wood Wood Finish: Match KI River Cherry on Beech	$2,582.21	$2,582.21
			SUB-TOTAL		$59,659.71

NOW ACCEPTING PURCHASE CARD, VISA, OR MASTERCARD. PLEASE ADVISE UPON PLACING ORDER.

Date 2/28/2019
Quote # Q-18-181 REVISED
Project PUNTA GORDA CHARLOTTE

Item	Qty	Catalog #	Description	Unit	Total
			1-111 Fiction Top Inset Material: Plastic Laminate Top Edge Type: Agati Knife Wood Edge Top Edge Material: Match KI River Cherry on Beech Table Laminate Material: Match KI River Cherry on Beech Base Material: Wood Wood Finish: Match KI River Cherry on Beech		
T4A	4	ETA-TBL-4236-30-	Etta Table 42w 36 d 30h Rectangular Study Table - 1 1/4" x 1 1/2" solid wood top edge band, plastic laminate inset, 2 Solid Wood End Assemblies with a center stretcher, 3 power outlets 4 USB outlets, wire chase leg, plug set electrical to the ground,	$2,474.89	$9,899.56
T4C	1	ETA-TBL-4236-39-	Etta Standing Table 24w 24d 39h Rectangle Standing Height Study Table. 1 1/4" x 1 1/2" solid wood top edge band, plastic laminate inset, 2 Solid Wood End Assemblies with a center stretcher,3 power outlets 4 USB outlets, wire chase leg, plug set electrical to the ground -EOR OPAC	$2,582.21	$2,582.21
			1-113 Non-Fiction Top Inset Material: Plastic Laminate Top Edge Type: Agati Knife Wood Edge Top Edge Material: Match KI River Cherry on Beech Table Laminate Material: Match KI River Cherry on Beech Base Material: Wood Wood Finish: Match KI River Cherry on Beech		
T4A	2	ETA-TBL-4236-30-	Etta Table 42w 36 d 30h Rectangular Study Table - 1 1/4" x 1 1/2" solid wood top edge band, plastic laminate inset, 2 Solid Wood End Assemblies with a center stretcher, 3 power outlets 4 USB outlets, wire chase leg, plug set electrical to the ground,	$2,474.89	$4,949.78
T4B	2	ETA-TBL-6036-30-	Etta Table 60w 36d 30h Rectangular Study Table - 1 1/4" x 1 1/2" solid wood top edge band, plastic laminate inset, 2 Solid Wood End Assemblies with a center stretcher, 3 power outlets 4 USB outlets, wire chase leg, plug set electrical to the ground ADDITIONAL DISCOUNTS HAVE BEEN APPLIED ABOVE THE CONTRACT	$2,172.76	$4,345.52
			TOTAL DELIVERED & INSTALLED PRICE		**$81,436.78**

BY: AARON KEMBLE

NOW ACCEPTING PURCHASE CARD, VISA, OR MASTERCARD. PLEASE ADVISE UPON PLACING ORDER.

R. GEORGE & ASSOCIATES, INC.
P.O. Box 2854 □ Deland, Florida 32721-2854 □ (386) 736-2326
TOLL FREE (866) 833-3441 □ FAX (386) 736-3706 □ EMAIL info@rgeorge.com

TO: CHARLOTTE COUNTY PUBLIC LIBRARY SYSTEM

QUOTE #: Q-19-005
DATE: 2/28/2019
PROJECT: PUNTA GORDA CHARLOTTE LIBRARY

We offer the following quotation for the above project:

Item	Qty	Catalog #	Description	Unit	Total
			BRODART PRICING PER MIAMI-DADE RFQ#00439		
			HPL END PANELS - SELF EDGED HPL COLOR: WILSONART 7959K-78 HAMPTON WALNUT		
A/	34	EP-728-MOD	D/F 73 1/2"H X 25 1/2"D HPL END PANELS	$289.54	$9,844.36
A/	11	60-097-S00	D/F 72 X 24"D SLATWALL END PANELS	$383.09	$4,213.99
B/	2	EP-709-MOD	S/F 73 1/2"H X 15"D HPL END PANELS	$189.32	$378.64
C/	8	EP-728-MOD	D/F 73 1/2"H X 21 1/2"D HPL END PANELS	$245.00	$1,960.00
D/	2	EP-708-MOD	S/F 73 1/2"H X 11 3/4"D HPL END PANELS	$187.09	$374.18
SF1/SF2	6	EP-708-MOD	S/F 73 1/2"H X 13 3/4"D HPL END PANELS	$193.77	$1,162.62
SF6/	2	EP-725-MOD	S/F 73 1/2"H X 17 1/2"D HPL END PANELS	$242.77	$485.54
F/	2	EP-723-MOD	D/F 49 1/2"H X 25 1/2"D HPL END PANELS	$240.54	$481.08
F/	1	TP-S24-MOD	D/F HPL TOP 6'L X 25"D	$302.46	$302.46
	86	60-DPS-MOD	END PANEL SIGNAGE 8"H X 4"W	$35.64	$3,065.04
			OUTDOOR AREA		
CH-8	6	2P-571-MOD	ROCKING CHAIR 27"W x 34"D x 48"H	$432.09	$2,592.54
T13/	3	LX-625-MOD	SIDE TABLE 18" SQUARE	$191.54	$574.62
	2	60-ST1-MOD	BENCH - OUTDOOR ST. CHARLES STYLE BENCH 115"W X 57"D X 36"H OVERALL	$8,125.06	$16,250.12
			ADDITIONAL DISCOUNTS HAVE BEEN APPLIED ABOVE THE CONTRACT		
			TOTAL DELIVERED & INSTALLED PRICE		**$41,685.19**

BY: AARON KEMBLE

NOW ACCEPTING PURCHASE CARD, VISA, OR MASTERCARD. PLEASE ADVISE UPON PLACING ORDER.

CONTRACT AWARD SHEET
INTERNAL SERVICES DEPARTMENT

BID NO.: RTQ-00439
PREVIOUS BID NO.: 1072-1/16-1
TITLE: FURNITURE OFFICE AND NON-OFFICE
CURRENT CONTRACT PERIOD: 03/01/2018 **THROUGH** 02/29/2020
TOTAL # OF OTRs: 0
CONTRACT AMOUNT: $32,202,860.00
REQUISTION NO.:

SECTION #1 – APPLICABLE ORDINANCES

Living Wage: N **UAP:** N **IG:** N
Other Applicable Ordinances:

SECTION #2 – CONTRACT MEASURES

Local Preference: N **Micro Enterprise:** N **Full Federal Funding:** N **Performance Bond:** N
Small Business Enterprise (SBE): N **PTP Funds:** N **Partial Federal Funding:** N **Insurance:** N
Miscellaneous:

SECTION #3 – CONTRACTING OFFICER

Name : Mary Hammett
Phone : 305-375-5471
Fax : -
Email : Mary.Hammett@MIAMIDADE.GOV

SECTION #4 – BPO INFORMATION

1. ABCW1800272

Commodity ID	Commodity Name
410-34	FURNITURE, HOSPITAL (NOT SPECIALIZED)
420-03	ARTS AND CRAFTS FURNITURE (TABLES, ETC.)
420-62	LOUNGE FURNITURE, INDOOR: FIBERGLASS,
420-13	CHILDREN'S FURNITURE (INCLUDING STACKABL
420-15	COURTROOM FURNITURE: CHAIRS, TABLES,
420-84	SCHOOLROOM FURNITURE, METAL: CABINETS,
420-56	LIBRARY FURNITURE: BOOK TRUCKS, CARD
420-66	MAILROOM FURNITURE: BINS, BOXES, CARTS,
425-94	WORK STATIONS, MODULAR, SYSTEMS
150-49	MILLWORK: COUNTERS, CUSTOM-MADE
420-68	MATTRESSES AND BEDSPRINGS (NOT HOSPITAL
420-72	MIRRORS, GLASS (NOT AUTO, BARBER,
420-73	MIRRORS, SAFETY AND SECURITY, NON-GLASS,
420-74	MIRRORS, SAFETY AND SECURITY (FOR BLIND
420-81	RECYCLED FURNITURE FOR CAFETERIA,
420-86	SCHOOLROOM FURNITURE; PLASTIC,
420-88	SCHOOLROOM FURNITURE, WOOD: CABINETS,
420-92	SHOWCASE, TROPHY CASES AND EXHIBIT CASES
425-07	CHAIRS, OFFICE, WOOD
425-40	FILING CABINETS, OFFICE, METAL: CARD,

425-54	MODULAR PANEL SYSTEMS, (WITH METAL
425-81	SHELVING, MOBILE, TRACK TYPE, OFFICE
415-55	FURNITURE, LABORATORY (CUSTOM MADE)
420-64	LOUNGE FURNITURE, INDOOR, WOOD
420-65	LOUNGE FURNITURE, OUTDOOR, WOOD
420-04	AUDITORIUM, STADIUM, TEAM SEATING
420-08	CAFETERIA FURNITURE, CHAIRS AND TABLES
420-09	CAFETERIA FURNITURE, BOOTHS
420-12	CHAPEL FURNISHINGS: PEWS, PULPITS, ETC.
420-14	COUNTERS, SALES AND STORE
420-16	DORMITORY FURNITURE, METAL: WARDROBES,
420-20	DORMITORY FURNITURE, WOOD: WARDROBES,
420-24	FOLDING CHAIRS, TABLES, AND CHAIR
420-28	FOLDING CHAIRS AND TABLES, WOOD
420-30	FURNITURE, GENERAL (CUSTOM MADE)
420-40	HOUSEHOLD FURNITURE, GENERAL LINE
420-44	INSTITUTIONAL FURNITURE, ALL TYPES
420-48	LIBRARY SHELVING, METAL
420-52	LIBRARY SHELVING, WOOD
420-59	LOUNGE FURNITURE, UPHOLSTERED
420-60	LOUNGE FURNITURE, STEEL, INDOOR
420-61	LOUNGE FURNITURE, STEEL, OUTDOOR
420-61	LOUNGE FURNITURE, STEEL, OUTDOOR

Department	Department Allocation
AV******	$6,008,000.00
CL******	$437,000.00
CO******	$30,000.00
CR******	$409,900.00
CU******	$146,835.00
ET******	$131,000.00
FR******	$657,670.00
HR******	$20,000.00
ID0902**	$7,268,035.55
JU******	$26,000.00
LB******	$8,033,500.00
ME******	$52,000.00
MT******	$129,704.70
OC******	$32,825.00
PD******	$3,906,000.00
PE01****	$154,251.15
PR******	$621,100.00
SP******	$1,556,779.00
SW******	$76,600.00
WS******	$1,708,500.00

2.	ABCW1800273

Commodity ID	Commodity Name
420-56	LIBRARY FURNITURE: BOOK TRUCKS, CARD
415-55	FURNITURE, LABORATORY (CUSTOM MADE)
420-04	AUDITORIUM, STADIUM, TEAM SEATING
420-84	SCHOOLROOM FURNITURE, METAL: CABINETS,
420-03	ARTS AND CRAFTS FURNITURE (TABLES, ETC.)
425-94	WORK STATIONS, MODULAR, SYSTEMS
150-49	MILLWORK: COUNTERS, CUSTOM-MADE
420-08	CAFETERIA FURNITURE, CHAIRS AND TABLES
420-09	CAFETERIA FURNITURE, BOOTHS

420-16	DORMITORY FURNITURE, METAL: WARDROBES,
420-20	DORMITORY FURNITURE, WOOD: WARDROBES,
420-24	FOLDING CHAIRS, TABLES, AND CHAIR
420-28	FOLDING CHAIRS AND TABLES, WOOD
420-30	FURNITURE, GENERAL (CUSTOM MADE)
420-40	HOUSEHOLD FURNITURE, GENERAL LINE
420-44	INSTITUTIONAL FURNITURE, ALL TYPES
420-48	LIBRARY SHELVING, METAL
420-52	LIBRARY SHELVING, WOOD
420-59	LOUNGE FURNITURE, UPHOLSTERED
420-60	LOUNGE FURNITURE, STEEL, INDOOR
420-61	LOUNGE FURNITURE, STEEL, OUTDOOR
420-62	LOUNGE FURNITURE, INDOOR: FIBERGLASS,
420-64	LOUNGE FURNITURE, INDOOR, WOOD
420-65	LOUNGE FURNITURE, OUTDOOR, WOOD
420-66	MAILROOM FURNITURE: BINS, BOXES, CARTS,
420-68	MATTRESSES AND BEDSPRINGS (NOT HOSPITAL
420-72	MIRRORS, GLASS (NOT AUTO, BARBER,
420-73	MIRRORS, SAFETY AND SECURITY, NON-GLASS,
420-74	MIRRORS, SAFETY AND SECURITY (FOR BLIND
420-81	RECYCLED FURNITURE FOR CAFETERIA,
420-86	SCHOOLROOM FURNITURE; PLASTIC,
420-88	SCHOOLROOM FURNITURE, WOOD: CABINETS,
420-92	SHOWCASE, TROPHY CASES AND EXHIBIT CASES
425-07	CHAIRS, OFFICE, WOOD
425-40	FILING CABINETS, OFFICE, METAL: CARD,
425-54	MODULAR PANEL SYSTEMS, (WITH METAL
425-81	SHELVING, MOBILE, TRACK TYPE, OFFICE
410-34	FURNITURE, HOSPITAL (NOT SPECIALIZED)
420-13	CHILDREN'S FURNITURE (INCLUDING STACKABL
420-12	CHAPEL FURNISHINGS: PEWS, PULPITS, ETC.
420-15	COURTROOM FURNITURE: CHAIRS, TABLES,
420-14	COUNTERS, SALES AND STORE

Department	Department Allocation
CO******	$36,000.00
FR******	$56,165.00
HD******	$180,000.00
PD******	$60,000.00

3.	ABCW1800537

Commodity ID	Commodity Name
420-84	SCHOOLROOM FURNITURE, METAL: CABINETS,
410-34	FURNITURE, HOSPITAL (NOT SPECIALIZED)
420-03	ARTS AND CRAFTS FURNITURE (TABLES, ETC.)
420-13	CHILDREN'S FURNITURE (INCLUDING STACKABL
420-15	COURTROOM FURNITURE: CHAIRS, TABLES,
420-56	LIBRARY FURNITURE: BOOK TRUCKS, CARD
425-94	WORK STATIONS, MODULAR, SYSTEMS
150-49	MILLWORK: COUNTERS, CUSTOM-MADE
415-55	FURNITURE, LABORATORY (CUSTOM MADE)
420-04	AUDITORIUM, STADIUM, TEAM SEATING
420-08	CAFETERIA FURNITURE, CHAIRS AND TABLES
420-09	CAFETERIA FURNITURE, BOOTHS
420-12	CHAPEL FURNISHINGS: PEWS, PULPITS, ETC.
420-14	COUNTERS, SALES AND STORE
420-16	DORMITORY FURNITURE, METAL: WARDROBES,

420-20	DORMITORY FURNITURE, WOOD: WARDROBES,
420-24	FOLDING CHAIRS, TABLES, AND CHAIR
420-28	FOLDING CHAIRS AND TABLES, WOOD
420-30	FURNITURE, GENERAL (CUSTOM MADE)
420-40	HOUSEHOLD FURNITURE, GENERAL LINE
420-44	INSTITUTIONAL FURNITURE, ALL TYPES
420-48	LIBRARY SHELVING, METAL
420-52	LIBRARY SHELVING, WOOD
420-59	LOUNGE FURNITURE, UPHOLSTERED
420-60	LOUNGE FURNITURE, STEEL, INDOOR
420-61	LOUNGE FURNITURE, STEEL, OUTDOOR
420-61	LOUNGE FURNITURE, STEEL, OUTDOOR
420-62	LOUNGE FURNITURE, INDOOR: FIBERGLASS,
420-64	LOUNGE FURNITURE, INDOOR, WOOD
420-65	LOUNGE FURNITURE, OUTDOOR, WOOD
420-66	MAILROOM FURNITURE: BINS, BOXES, CARTS,
420-68	MATTRESSES AND BEDSPRINGS (NOT HOSPITAL
420-72	MIRRORS, GLASS (NOT AUTO, BARBER,
420-73	MIRRORS, SAFETY AND SECURITY, NON-GLASS,
420-74	MIRRORS, SAFETY AND SECURITY (FOR BLIND
420-81	RECYCLED FURNITURE FOR CAFETERIA,
420-86	SCHOOLROOM FURNITURE; PLASTIC,
420-88	SCHOOLROOM FURNITURE, WOOD: CABINETS,
420-92	SHOWCASE, TROPHY CASES AND EXHIBIT CASES
425-07	CHAIRS, OFFICE, WOOD
425-40	FILING CABINETS, OFFICE, METAL: CARD,
425-54	MODULAR PANEL SYSTEMS, (WITH METAL
425-81	SHELVING, MOBILE, TRACK TYPE, OFFICE

Department	Department Allocation
SP******	$463,721.00

SECTION #5 – AWARD INFORMATION

BCC Award: N
BCC Date: 02/05/2019
DPM Award: N
DPM Date: 03/24/2017
Additional Items Allowed:
Agenda Item No.: 8F5SUBSTITUTE
Special Conditions: Insurance is required from all vendors who are or will be providing installation on Miami-Dade County properties. It is the User Department responsibility to make sure the Vendors are in compliance with the requested insurance. No exceptions)

SECTION #6 – VENDORS AWARDED

1. **Vendor Name:** AFFORDABLE INTERIOR SYSTEMS, INC.
   DBA:
   FEIN: 043489948
   Suffix: 01
   Street: 4 Bonazzoli Ave.
   City: Hudson
   State: MA
   Zip: 01749
   FOB Terms: DEST-P
   Delivery:
   Payment Terms: NET30
   Toll Phone: 800-4347400

Name	Phone 1	Phone 2	Fax	Email Address
John S Robinson	954-4840660	800-7668711	954-4840664	hri@robinsonwalls.com

29. **Vendor Name:** BERWIN INC
DBA: JC WHITE ARCHITECTURAL INTERIOR PRODUCTS
FEIN: 591851050
Suffix: 02
Street: 3501 COMMERCE PARKWAY
City: MIRAMAR
State: FL
Zip: 33025
FOB Terms: DEST-P
Delivery:
Payment Terms: NET30
Toll Phone: -

Local Vendor:

Certified Vendor
SBE:
Micro Ent. :
Other:

Assigned Measures
Set Aside:
Selection Factor:
Bid Pref.:
Goal:
Vendor Record Verified?

Contact Details

Name	Phone 1	Phone 2	Fax	Email Address
STEVE KAHN	305-4775817	-	305-4775882	joanna.bray@jcwhite.com

30. **Vendor Name:** PRISON REHAB INDUSTRIES & DIV ENTERP INC
DBA: PRIDE ENTERPRISES
FEIN: 592167018
Suffix: 01
Street: 223 MORRISON ROAD
City: BRANDON
State: FL
Zip: 33511
FOB Terms: DEST-P
Delivery:
Payment Terms: NET30
Toll Phone: 813-890-3449

Local Vendor:

Certified Vendor
SBE:
Micro Ent. :
Other:

Assigned Measures
Set Aside:
Selection Factor:
Bid Pref.:
Goal:
Vendor Record Verified?

Contact Details

Name	Phone 1	Phone 2	Fax	Email Address
JASON M. BROWN	813-890-2133	813-890-3449	727-570-3449	BIDS@PRIDE-ENTERPRISES.ORG

31. **Vendor Name:** R GEORGE & ASSOCIATES INC
DBA:
FEIN: 592954122
Suffix: 01
Street: 945 ISLAND GROVE DRIVE
City: DELAND
State: FL
Zip: 32724

FY2019 Capital Improvements Budget / FY 2019 - FY 2024 Project Detail — **Project No. c711501**

GENERAL PROJECT DATA:		Status Existing
Project Title:	Punta Gorda Charlotte Library	
Functional Area:	Libraries	
Department:	Community Services	
Location:	South County Area	

CONCURRENCY REQUIREMENTS	(Y/N)
Does project add new capacity?	Y
Is project required to maintain level of service:	
- Within 5 years? List project in CIE	N
- From 6 to 10 years? Monitor Annually	N

PROJECT NEED CRITERIA	
Safety	
Mandate	
Replace	X
Growth	X

PROJECT SCHEDULE	FY19	FY20	FY21	FY22	FY23	FY24
	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4
Desgn/Arch						
Land/ROW						
Construct						
Equipment						

PROJECT DESCRIPTION:

Build 20,000 sq ft library with youth and program space, computer lab and spaces for instructional classes with 1,000 sq ft for archive functions (intake, processing, storage). The new library will replace the current 9,145 sq ft library supporting the South County/Punta Gorda area.
$6.901 million from the 2014 Sales Tax Referendum was allocated to this project. Estimated completion in July, 2019.
On June 13, 2017, the Board directed an additional $300,000 of Sales Tax be added, reducing the Digital Radio project.

PROJECT RATIONALE (Include Additional LOS Detail, if necessary):

The existing Punta Gorda Library is over capacity. The building had four renovations and there is no longer adequate space on the property to meet the communities needs.

OPERATING BUDGET IMPACT:

$529,859 starting in FY19

REPLACEMENT COUNTY PROPERTY NO.:

	Prior Actual	Est FY18	Calc. for FY19: Orig. FY19	Calc. for FY19: Est c/o to FY19	Calc. for FY19: New $ FY19	FY19	FY20	FY21	FY22	FY23	FY24	FUTURE	Total
EXPENDITURE PLAN (000'S)													
Design/Arch/Eng	308	318		24	26	50							676
Land (or ROW)	1				.003								1
Construction	60	1,839		4,801	-26	4,775							6,674
Internal Costs													
Equipment				500		500							500
Interest													
Other Fees & Costs													
Total Project Cost	369	2,157		5,325		5,325							7,851
FUNDING PLAN (000'S)													
Capital Projects Fund													
Sales Tax 2014	369	1,807		5,325		5,325							7,501
Contributions		350											350
Total Funding	369	2,157		5,325		5,325							7,851
LOAN REPAYMENT SCHEDULE (000'S)													
Total Loan Repayment													
OPERATING BUDGET IMPACT (000'S)													
Personal Svc.							345	345	345	345	345		1,725
Non-personal							185	185	185	185	185		925
Capital													
Total Operating							530	530	530	530	530		2,650

Charlotte County Board Of County Commissioners
Agenda Item Summary

Item Number: F - 4.

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1 DEPARTMENT MAKING REQUEST

Purchasing

2 MEETING DATE

3/26/2019

3 REQUESTED MOTION/ACTION

Approve award of Bid #19-219, Sheehan Boulevard Improvements to the lowest responsive, responsible bidder, Manhattan Road and Bridge Company of Fort Myers, Florida for a total project cost of $1,885,754.80.

4 AGENDA

5 IS THIS ITEM BUDGETED (IF APPLICABLE) - True

Budget Action
No action needed. Budgeted in CIP projects "Sidewalks 2009 Sales Tax Extension," "Major Water Transmission Lines," and the "Bridge Capital Maintenance Plan," each approved in the FY19 budget process. Funding is supplied from 2009 Sales Tax Fund ($990,787.76), Greater Port Charlotte Street & Drainage MSBU assessments ($663,998.54), and Utility Water Connection Fees ($230,968.50).

Financial Impact Summary Statement
Funding is supplied from 2009 Sales Tax Fund ($990,787.76), Greater Port Charlotte Street & Drainage MSBU assessments ($663,998.54), and Utility Water Connection Fees ($230,968.50).

Detailed Analysis Attached - False

Budget Officer-

6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)

This is for the services of a Contractor for sidewalk installation and drainage improvements along Sheehan Boulevard from Noble Terrace to Peachland Boulevard. The project includes the widening and rehabilitation of the Sheehan bridge, utility relocations and improvements, and installation of a new water main, and other appurtenances as indicated on the construction plans and specifications.
Therefore, recommend award to the lowest responsive, responsible bidder, Manhattan Road and Bridge Company of Fort Myers, Florida for a total project cost of $1,885,754.80.

Completion time is 300 calendar days, with liquidated damages of $1,532 per calendar day.

ATTACHMENTS:

File Name	Description	Upload Date	Type
19219backup.pdf	Backup Material	3/4/2019	Backup Material
c410918_Amended_Sidewalk_2009_Sales_Tax_Ext.pdf	Sidewalks 2009 Sales Tax CIP	3/5/2019	Backup Material
c339702_Major_Water_Transmission_Lines.pdf	Major Water Transmission Lines CIP	3/5/2019	Backup Material

CHARLOTTE COUNTY BOARD OF COMMISSIONERS
BID TABULATION
SHEEHAN BOULEVARD IMPROVEMENTS
BID NO. 2019000219

DUE DATE: 2/26/2019 DEPT: PUBLIC WORKS

Company Names ►	FREDERICK DERR & COMPANY	PAVEMENT MAINTENANCE LLC	QUALITY ENTERPRISES USA INC.	MANHATTAN ROAD & BRIDGE	V & H CONSTRUCTION INC	COBB SITE DEVELOPMENT
Location ►	SARASOTA, FL	FORT MYERS, FL	NAPLES, FL	FORT MYERS, FL	FORT MYERS, FL	WAUCHULA, FL
Description ▼						
Sheehan Boulevard Improvements	$ 2,274,170.96	$ 1,979,187.74	$ 1,992,262.65	$ 1,885,754.80	$ 2,017,894.62	$ 2,074,852.47
Notice Needed Prior to Commencement	30 DAYS	30 DAYS	90 DAYS	30 DAYS	45 DAYS	30 DAYS

CHARLOTTE COUNTY BOARD OF COMMISSIONERS
BID TABULATION
SHEEHAN BOULEVARD IMPROVEMENTS
BID NO. 2019000219

BID OPENING DATE: 2/27/2019

DEPT: PW

Company Names ▶			FREDERICK DERR & COMPANY INC.		PAVEMENT MAINTENANCE LLC		QUALITY ENTERPRISES USA INC.		MANHATTAN ROAD & BRIDGE CO.	
Location ▶			SARASOTA, FL		FORT MYERS, FL		NAPLES, FL		FORT MYERS, FL	
Description ▼	Unit	Qty	Price	Extension	Price	Extension	Price	Extension	Price	Extension
Sidewalk Construction										
102-1 Maintenance of Traffic	LS	1	$155,350.00	$ 155,350.00	$ 68,200.00	$ 68,200.00	$65,500.00	$ 65,500.00	$ 13,000.00	$ 13,000.00
104-10-3 Sediment Barrier	LS	1	$ 21,700.00	$ 21,700.00	$ 27,500.00	$ 27,500.00	$12,500.00	$ 12,500.00	$ 25,000.00	$ 25,000.00
104-11 Floating Turbidity Barrier	LS	1	$ 4,650.00	$ 4,650.00	$ 3,840.00	$ 3,840.00	$ 2,100.00	$ 2,100.00	$ 5,000.00	$ 5,000.00
110-1-1 Clearing & Grubbing	LS	1	$ 73,980.00	$ 73,980.00	$ 39,000.00	$ 39,000.00	$65,000.00	$ 65,000.00	$100,000.00	$ 100,000.00
Mailbox (F/I) (Single) (Black) with 4" X 4" post	EA	13	$ 260.00	$ 3,380.00	$ 165.00	$ 2,145.00	$ 800.00	$ 10,400.00	$ 300.00	$ 3,900.00
Excavation and Embankment	LS	1	$ 87,170.00	$ 87,170.00	$147,000.00	$ 147,000.00	$75,000.00	$ 75,000.00	$115,000.00	$ 115,000.00
Type B Stabilized Sub Base (Sidewalks/Driveways) (LBR 70) (8" Thick)	SY	4,300	$ 10.65	$ 45,795.00	$ 11.00	$ 47,300.00	$ 6.00	$ 25,800.00	$ 11.00	$ 47,300.00
Miscellaneous Asphalt Pavement (200 lb/sy)	TN	4	$ 711.00	$ 2,844.00	$ 600.00	$ 2,400.00	$ 200.00	$ 800.00	$ 500.00	$ 2,000.00
Inlet (DT Bot. Type C)	EA	1	$ 2,710.00	$ 2,710.00	$ 2,920.00	$ 2,920.00	$ 1,700.00	$ 1,700.00	$ 5,000.00	$ 5,000.00
Inlet (DT Bot. Type D-Mod w/ Sump/Drain)	EA	1	$ 3,280.00	$ 3,280.00	$ 4,009.00	$ 4,009.00	$ 3,000.00	$ 3,000.00	$ 7,500.00	$ 7,500.00
Inlet (DT Bot. Type E)	EA	1	$ 3,945.00	$ 3,945.00	$ 4,032.00	$ 4,032.00	$ 3,100.00	$ 3,100.00	$ 5,000.00	$ 5,000.00
Inlet (DT Bot. Type H-Mod)	EA	2	$ 8,785.00	$ 17,570.00	$ 5,297.00	$ 10,594.00	$ 5,000.00	$ 10,000.00	$ 7,500.00	$ 15,000.00
Concrete Pipe Culvert (CLASS III)(24")(S/CD)	LF	22	$ 64.20	$ 1,412.40	$ 106.00	$ 2,332.00	$ 77.00	$ 1,694.00	$ 135.00	$ 2,970.00
Elip.Concrete Pipe Culvert (HE III)(12"x18")(S/CD	LF	340	$ 63.30	$ 21,522.00	$ 95.00	$ 32,300.00	$ 68.00	$ 23,120.00	$ 75.00	$ 25,500.00
Elip.Concrete Pipe Culvert (HE III)(14"x23")(S/CD	LF	360	$ 70.30	$ 25,308.00	$ 116.00	$ 41,760.00	$ 77.00	$ 27,720.00	$ 85.00	$ 30,600.00
Elip.Concrete Pipe Culvert (HE III)(19"x30")(S/CD	LF	52	$ 101.30	$ 5,267.60	$ 135.00	$ 7,020.00	$ 115.00	$ 5,980.00	$ 145.00	$ 7,540.00
Mitered End Section (24")	EA	1	$ 1,920.00	$ 1,920.00	$ 1,650.00	$ 1,650.00	$ 2,550.00	$ 2,550.00	$ 1,000.00	$ 1,000.00
Mitered End Section (12"x18")	EA	2	$ 1,375.00	$ 2,750.00	$ 1,620.00	$ 3,240.00	$ 2,150.00	$ 4,300.00	$ 875.00	$ 1,750.00
Mitered End Section (14"x23") (Double)	EA	1	$ 3,614.00	$ 3,614.00	$ 2,930.00	$ 2,930.00	$ 4,000.00	$ 4,000.00	$ 925.00	$ 925.00
Mitered End Section (19"x30")	EA	4	$ 2,020.00	$ 8,080.00	$ 1,260.00	$ 5,040.00	$ 1,850.00	$ 7,400.00	$ 1,075.00	$ 4,300.00
Triple Pipe Culvert	EA	40	$ 2,330.00	$ 93,200.00	$ 760.00	$ 30,400.00	$ 1,600.00	$ 64,000.00	$ 1,325.00	$ 53,000.00
Driveway Flume	EA	1	$ 4,635.00	$ 4,635.00	$ 2,440.00	$ 2,440.00	$ 5,000.00	$ 5,000.00	$ 4,800.00	$ 4,800.00
Pipe Handrail 54" (Aluminum):	LF	30	$ 145.50	$ 4,365.00	$ 165.00	$ 4,950.00	$ 125.00	$ 3,750.00	$ 130.00	$ 3,900.00
Concrete Sidewalk (4" thick) (Fibermesh)	SY	2,950	$ 40.65	$ 119,917.50	$ 36.75	$ 108,412.50	$ 48.00	$ 141,600.00	$ 50.00	$ 147,500.00
Thickened Edge	LF	1,080	$ 18.65	$ 20,142.00	$ 11.25	$ 12,150.00	$ 15.00	$ 16,200.00	$ 17.00	$ 18,360.00
Concrete Residential Driveway (4" thick) (Fiberm	SY	1,100	$ 40.30	$ 44,330.00	$ 34.60	$ 38,060.00	$ 55.00	$ 60,500.00	$ 55.00	$ 60,500.00
Performance Turf	SY	10,000	$ 3.10	$ 31,000.00	$ 3.00	$ 30,000.00	$ 3.00	$ 30,000.00	$ 2.15	$ 21,500.00
Signs (New)	EA	1	$ 640.00	$ 640.00	$ 420.00	$ 420.00	$ 250.00	$ 250.00	$ 385.00	$ 385.00
Signs (Relocate)	EA	5	$ 290.00	$ 1,450.00	$ 225.00	$ 1,125.00	$ 180.00	$ 900.00	$ 210.00	$ 1,050.00
Solid Traffic Stripe (Paint, White, 12")	LF	1,200	$ 2.90	$ 3,480.00	$ 2.70	$ 3,240.00	$ 3.00	$ 3,600.00	$ 2.50	$ 3,000.00
Solid Traffic Stripe (Paint, White, 24")	LF	52	$ 5.80	$ 301.60	$ 6.00	$ 312.00	$ 6.00	$ 312.00	$ 5.00	$ 260.00
Remove Existing Stop Bars	SF	52	$ 29.10	$ 1,513.20	$ 4.00	$ 208.00	$ 3.50	$ 182.00	$ 3.10	$ 161.20
Water Service Line (Relocate & Adjust)	EA	14	$ 831.00	$ 11,634.00	$ 643.00	$ 9,002.00	$ 1,350.00	$ 18,900.00	$ 260.00	$ 3,640.00
Meter Box (Relocate & Adjust)	EA	14	$ 788.00	$ 11,032.00	$ 710.00	$ 9,940.00	$ 925.00	$ 12,950.00	$ 210.00	$ 2,940.00
Relocate Existing Fire Hydrant	EA	1	$ 2,370.00	$ 2,370.00	$ 3,092.00	$ 3,092.00	$ 3,000.00	$ 3,000.00	$ 4,600.00	$ 4,600.00
As-Built Drawings-Sidewalk & Bridge	LS	1	$ 35,280.00	$ 35,280.00	$ 16,500.00	$ 16,500.00	$15,000.00	$ 15,000.00	$ 9,250.00	$ 9,250.00

CHARLOTTE COUNTY BOARD OF COMMISSIONERS
BID TABULATION
SHEEHAN BOULEVARD IMPROVEMENTS
BID NO. 2019000219

BID OPENING DATE: 2/27/2019

DEPT: PW

| Bridge (Hayworth to Alton) | | |

CHARLOTTE COUNTY BOARD OF COMMISSIONERS
BID TABULATION
SHEEHAN BOULEVARD IMPROVEMENTS
BID NO. 2019000219

BID OPENING DATE: 2/27/2019

DEPT: PW

Water Main Construction										$ -
32-E-4 4" PVC C900/C905 DR18 Water Main	LF	10	$ 128.00	$ 1,280.00	$ 342.00	$ 3,420.00	$ 125.00	$ 1,250.00	$ 95.00	$ 950.00
32-E-6 6" PVC C900/C905 DR18 Water Main	LF	30	$ 74.55	$ 2,236.50	$ 155.00	$ 4,650.00	$ 100.00	$ 3,000.00	$ 106.00	$ 3,180.00
32-E-8 8" PVC C900/C905 DR18 Water Main	LF	295	$ 104.60	$ 30,857.00	$ 104.00	$ 30,680.00	$ 45.00	$ 13,275.00	$ 31.00	$ 9,145.00
32-K-8DI 8" PVC Class 52 Ductile Iron Main	LF	170	$ 120.20	$ 20,434.00	$ 213.00	$ 36,210.00	$ 46.50	$ 7,905.00	$ 205.00	$ 34,850.00
32-L Bridge Crossing Pipe Supports	EA	10	$ 3,891.00	$ 38,910.00	$ 3,169.00	$ 31,690.00	$ 2,500.00	$ 25,000.00	$ 6,600.00	$ 66,000.00
32-E-8GV 8" Gate Valve	EA	4	$ 2,130.00	$ 8,520.00	$ 1,910.00	$ 7,640.00	$ 3,500.00	$ 14,000.00	$ 3,800.00	$ 15,200.00
32+-5-F Ductile Iron Fittings	LB	850	$ 8.60	$ 7,310.00	$ 14.00	$ 11,900.00	$ 18.00	$ 15,300.00	$ 46.00	$ 39,100.00
32-F Locate Balls and Marker Tape Water Main	EA	10	$ 50.65	$ 506.50	$ 119.00	$ 1,190.00	$ 480.00	$ 4,800.00	$ 102.00	$ 1,020.00
32-E-ar Air Release Assembly	EA	1	$ 4,950.00	$ 4,950.00	$ 4,814.00	$ 4,814.00	$ 3,900.00	$ 3,900.00	$ 8,600.00	$ 8,600.00
32-H Connection to Existing Water Main	EA	4	$ 4,660.00	$ 18,640.00	$ 6,507.00	$ 26,028.00	$ 1,800.00	$ 7,200.00	$ 2,600.00	$ 10,400.00
32-G-4 4" PVC Pipe Removal and Disposal	LF	70	$ 21.00	$ 1,470.00	$ 33.50	$ 2,345.00	$ 22.00	$ 1,540.00	$ 15.50	$ 1,085.00
32-F 6 6" PVC Pipe Removal and Disposal	LF	100	$ 26.00	$ 2,600.00	$ 34.50	$ 3,450.00	$ 22.00	$ 2,200.00	$ 15.50	$ 1,550.00
32-H-4 Tie Back Assembly for 4" pipe	EA	1	$ 950.00	$ 950.00	$ 1,536.00	$ 1,536.00	$ 3,400.00	$ 3,400.00	$ 1,600.00	$ 1,600.00
32-H-6 Tie Back Assembly for 6" pipe	EA	3	$ 970.00	$ 2,910.00	$ 1,610.00	$ 4,830.00	$ 2,150.00	$ 6,450.00	$ 1,800.00	$ 5,400.00
32-I Open Cut Trench Repair - WM Restoration	SY	135	$ 102.85	$ 13,884.75	$ 25.00	$ 3,375.00	$ 30.00	$ 4,050.00	$ 77.00	$ 10,395.00
32-J Sod - WM Restoration	SY	490	$ 2.80	$ 1,372.00	$ 3.00	$ 1,470.00	$ 3.00	$ 1,470.00	$ 15.50	$ 7,595.00
TS-33WM As-Built Drawings-WM	LS	1	$ 4,875.00	$ 4,875.00	$ 2,394.00	$ 2,394.00	$ 4,500.00	$ 4,500.00	$ 3,900.00	$ 3,900.00
SUB TOTAL				**$ 2,165,877.10**		**$ 1,884,940.70**		**$ 1,897,393.00**		**$ 1,795,956.95**
5% Mobilizaiton/Demobilizaiton				**$ 108,293.86**		**$ 94,247.04**		**$ 94,869.65**		**$ 89,797.85**
TOTAL BID PRICE				**$ 2,274,170.96**		**$ 1,979,187.74**		**$ 1,992,262.65**		**$ 1,885,754.80**
Notice Needed Prior to Commencement				30 days		30 days		90 days		30 days

CHARLOTTE COUNTY BOARD OF COMMISSIONERS
BID TABULATION
SHEEHAN BOULEVARD IMPROVEMENTS
BID NO. 2019000219

BID OPENING DATE: 2/27/2019

DEPT: PW

Company Names ▶			V & H CONSTRUCTION INC.		COBB SITE DEVELOPMENT INC.	
Location ▶			FORT MYERS, FL		WAUCHULA, FL	
Description ▼	Unit	Qty	Price	Extension	Price	Extension
Sidewalk Construction						
102-1 Maintenance of Traffic	LS	1	$ 60,000.00	$ 60,000.00	$110,546.07	$ 110,546.07
104-10-3 Sediment Barrier	LS	1	$ 15,000.00	$ 15,000.00	$ 16,925.55	$ 16,925.55
104-11 Floating Turbidity Barrier	LS	1	$ 4,500.00	$ 4,500.00	$ 7,213.98	$ 7,213.98
110-1-1 Clearing & Grubbing	LS	1	$100,000.00	$ 100,000.00	$ 54,361.14	$ 54,361.14
Mailbox (F/I) (Single) (Black) with 4" X 4" post	EA	13	$ 210.00	$ 2,730.00	$ 696.50	$ 9,054.50
Excavation and Embankment	LS	1	$132,000.00	$ 132,000.00	$ 65,042.95	$ 65,042.95
Type B Stabilized Sub Base (Sidewalks/Driveways) (LBR 70) (8" Thick)	SY	4,300	$ 6.00	$ 25,800.00	$ 6.91	$ 29,713.00
Miscellaneous Asphalt Pavement (200 lb/sy)	TN	4	$ 1,000.00	$ 4,000.00	$ 369.90	$ 1,479.60
Inlet (DT Bot. Type C)	EA	1	$ 4,000.00	$ 4,000.00	$ 3,660.80	$ 3,660.80
Inlet (DT Bot. Type D-Mod w/ Sump/Drain)	EA	1	$ 5,600.00	$ 5,600.00	$ 4,126.09	$ 4,126.09
Inlet (DT Bot. Type E)	EA	1	$ 4,900.00	$ 4,900.00	$ 4,210.65	$ 4,210.65
Inlet (DT Bot. Type H-Mod)	EA	2	$ 8,300.00	$ 16,600.00	$ 6,878.64	$ 13,757.28
Concrete Pipe Culvert (CLASS III)(24")(S/CD)	LF	22	$ 145.00	$ 3,190.00	$ 137.38	$ 3,022.36
Elip.Concrete Pipe Culvert (HE III)(12"x18")(S/CD	LF	340	$ 100.00	$ 34,000.00	$ 77.02	$ 26,186.80
Elip.Concrete Pipe Culvert (HE III)(14"x23")(S/CD	LF	360	$ 100.00	$ 36,000.00	$ 77.74	$ 27,986.40
Elip.Concrete Pipe Culvert (HE III)(19"x30")(S/CD	LF	52	$ 140.00	$ 7,280.00	$ 142.90	$ 7,430.80
Mitered End Section (24")	EA	1	$ 1,100.00	$ 1,100.00	$ 1,853.26	$ 1,853.26
Mitered End Section (12"x18")	EA	2	$ 1,100.00	$ 2,200.00	$ 1,886.62	$ 3,773.24
Mitered End Section (14"x23") (Double)	EA	1	$ 1,100.00	$ 1,100.00	$ 2,391.80	$ 2,391.80
Mitered End Section (19"x30")	EA	4	$ 1,100.00	$ 4,400.00	$ 2,062.70	$ 8,250.80
Triple Pipe Culvert	EA	40	$ 950.00	$ 38,000.00	$ 1,202.65	$ 48,106.00
Driveway Flume	EA	1	$ 3,000.00	$ 3,000.00	$ 3,367.33	$ 3,367.33
Pipe Handrail 54" (Aluminum):	LF	30	$ 150.00	$ 4,500.00	$ 151.43	$ 4,542.90
Concrete Sidewalk (4" thick) (Fibermesh)	SY	2,950	$ 42.00	$ 123,900.00	$ 42.48	$ 125,316.00
Thickened Edge	LF	1,080	$ 27.00	$ 29,160.00	$ 15.35	$ 16,578.00
Concrete Residential Driveway (4" thick) (Fiberm	SY	1,100	$ 45.00	$ 49,500.00	$ 52.87	$ 58,157.00
Performance Turf	SY	10,000	$ 3.00	$ 30,000.00	$ 2.72	$ 27,200.00
Signs (New)	EA	1	$ 1,000.00	$ 1,000.00	$ 303.94	$ 303.94
Signs (Relocate)	EA	5	$ 250.00	$ 1,250.00	$ 181.30	$ 906.50
Solid Traffic Stripe (Paint, White, 12")	LF	1,200	$ 4.00	$ 4,800.00	$ 6.11	$ 7,332.00
Solid Traffic Stripe (Paint, White, 24")	LF	52	$ 20.00	$ 1,040.00	$ 21.27	$ 1,106.04
Remove Existing Stop Bars	SF	52	$ 30.00	$ 1,560.00	$ 11.37	$ 591.24
Water Service Line (Relocate & Adjust)	EA	14	$ 750.00	$ 10,500.00	$ 257.86	$ 3,610.04
Meter Box (Relocate & Adjust)	EA	14	$ 750.00	$ 10,500.00	$ 223.95	$ 3,135.30
Relocate Existing Fire Hydrant	EA	1	$ 3,000.00	$ 3,000.00	$ 2,493.19	$ 2,493.19
As-Built Drawings-Sidewalk & Bridge	LS	1	$ 18,500.00	$ 18,500.00	$ 11,728.56	$ 11,728.56

CHARLOTTE COUNTY BOARD OF COMMISSIONERS
BID TABULATION
SHEEHAN BOULEVARD IMPROVEMENTS
BID NO. 2019000219

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DEPT: PW

Bridge (Hayworth to Alton)						
285-709 Optional Base Group 9	SY	320	$ 30.00	$ 9,600.00	$ 23.11	$ 7,395.20
160-4 Type B Stabilized Sub Base (Sidewalks) (LBR 70)(8" Thick)	SY	330	$ 55.00	$ 18,150.00	$ 15.02	$ 4,956.60
160-5 Type B Stabilized Sub Base (Roadway) (LBR 70)(12" Thick)	SY	2,000	$ 13.00	$ 26,000.00	$ 7.70	$ 15,400.00
327-70 Mill asphalt	SY	160	$ 15.00	$ 2,400.00	$ 11.34	$ 1,814.40
331-2 Type S-III Asphalt Pavement	TN	275	$ 155.00	$ 42,625.00	$ 128.29	$ 35,279.75
520-1-10 Modified F Curb	LF	310	$ 34.00	$ 10,540.00	$ 18.61	$ 5,769.10
520-2-2 Type D Curb	LF	193	$ 33.00	$ 6,369.00	$ 16.60	$ 3,203.80
522-1 Concrete Sidewalk (4" thick) (Fibermesh) 8.5'	SY	273	$ 50.00	$ 13,650.00	$ 43.96	$ 12,001.08
570-1-2 Performance Turf	SY	1,000	$ 3.90	$ 3,900.00	$ 3.10	$ 3,100.00
700-1-60 Sign (Relocate)	AS	16	$ 240.00	$ 3,840.00	$ 181.30	$ 2,900.80
700-1-59 Sign (New)	AS	3	$ 950.00	$ 2,850.00	$ 365.86	$ 1,097.58
711-111-01 Solid Traffic Stripe (4" White)	LF	2,215	$ 3.00	$ 6,645.00	$ 1.88	$ 4,164.20
711-111-02 Solid Traffic Stripe (6" White)	LF	2,215	$ 4.00	$ 8,860.00	$ 2.25	$ 4,983.75
711-111-03 Solid Traffic Stripe (12" White)(Crosswalks)	LF	680	$ 5.00	$ 3,400.00	$ 6.47	$ 4,399.60
711-111-25 Solid Traffic Stripe (24" White)(Stop Bars)	LF	72	$ 10.00	$ 720.00	$ 16.65	$ 1,198.80
400-4-5 Concrete Class IV (Substructure)	CY	23	$ 1,300.00	$ 29,900.00	$ 1,962.24	$ 45,131.52
415-1-5 Reinforcing Steel (Substructure)	LB	3,500	$ 1.30	$ 4,550.00	$ 1.56	$ 5,460.00
455-34-3 Prestressed Concrete Piling (F&D)(18"sq.)	LF	650	$ 200.00	$ 130,000.00	$ 162.07	$ 105,345.50
455-143-3 Test Piles - Prestressed Concrete (18" Sq.)	LF	150	$ 250.00	$ 37,500.00	$ 253.13	$ 37,969.50
400-2-4 Concrete Class II (Superstructure)	CY	125	$ 990.00	$ 123,750.00	$ 896.98	$ 112,122.50
400-7 Bridge Deck Grooving and Planning (Deck Thickness < 8.5")	SY	319	$ 12.00	$ 3,828.00	$ 20.67	$ 6,593.73
415-1-4 Reinforcing Steel (Superstructure)	LB	25,500	$ 1.80	$ 45,900.00	$ 1.40	$ 35,700.00
450-3-95 Prestressed Slab Units (Variable Width (15x30-47")	LF	299	$ 300.00	$ 89,700.00	$ 375.21	$ 112,187.79
450-3-25 Prestressed Slab Units (15"x60")	LF	100	$ 360.00	$ 36,000.00	$ 721.35	$ 72,135.00
458-1-11 Bridge Expansion Joint (New Const., Poured w/Backer Rod)	LF	93	$ 80.00	$ 7,440.00	$ 120.42	$ 11,199.06
521-5-9A Concrete Traffic Railing (Special Design)	LF	365	$ 250.00	$ 91,250.00	$ 397.36	$ 145,036.40
521-5-9B Pedestrian Fence (Fence & Pilasters)	LF	285	$ 225.00	$ 64,125.00	$ 295.24	$ 84,143.40
110-3 Removal of Existing Bridge Structure	LS	1	$ 60,000.00	$ 60,000.00	$128,663.49	$ 128,663.49
110-4 Remove Existing Asphalt	SY	2,000	$ 9.00	$ 18,000.00	$ 5.85	$ 11,700.00
400-2-10 Concrete Class II (Approach Slabs)	CY	74	$ 650.00	$ 48,100.00	$ 734.56	$ 54,357.44
415-1-9 Reinforcing Steel (Approach Slabs)	LB	13,402	$ 1.20	$ 16,082.40	$ 1.40	$ 18,762.80
524-2-2 Concrete Slope Pavement 4" Thick	SY	330	$ 60.00	$ 19,800.00	$ 99.47	$ 32,825.10

CHARLOTTE COUNTY BOARD OF COMMISSIONERS
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BID NO. 2019000219

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DEPT: PW

Water Main Construction						
32-E-4 4" PVC C900/C905 DR18 Water Main	LF	10	$ 100.00	$ 1,000.00	$ 133.10	$ 1,331.00
32-E-6 6" PVC C900/C905 DR18 Water Main	LF	30	$ 200.00	$ 6,000.00	$ 70.80	$ 2,124.00
32-E-8 8" PVC C900/C905 DR18 Water Main	LF	295	$ 100.00	$ 29,500.00	$ 48.77	$ 14,387.15
32-K-8DI 8" PVC Class 52 Ductile Iron Main	LF	170	$ 80.00	$ 13,600.00	$ 125.45	$ 21,326.50
32-L Bridge Crossing Pipe Supports	EA	10	$ 3,500.00	$ 35,000.00	$ 2,962.66	$ 29,626.60
32-E-8GV 8" Gate Valve	EA	4	$ 2,000.00	$ 8,000.00	$ 2,650.39	$ 10,601.56
32+-5-F Ductile Iron Fittings	LB	850	$ 5.00	$ 4,250.00	$ 13.21	$ 11,228.50
32-F Locate Balls and Marker Tape Water Main	EA	10	$ 100.00	$ 1,000.00	$ 212.80	$ 2,128.00
32-E-ar Air Release Assembly	EA	1	$ 2,500.00	$ 2,500.00	$ 4,713.76	$ 4,713.76
32-H Connection to Existing Water Main	EA	4	$ 4,300.00	$ 17,200.00	$ 2,457.81	$ 9,831.24
32-G-4 4" PVC Pipe Removal and Disposal	LF	70	$ 15.00	$ 1,050.00	$ 18.59	$ 1,301.30
32-F 6 6" PVC Pipe Removal and Disposal	LF	100	$ 20.00	$ 2,000.00	$ 19.09	$ 1,909.00
32-H-4 Tie Back Assembly for 4" pipe	EA	1	$ 800.00	$ 800.00	$ 771.64	$ 771.64
32-H-6 Tie Back Assembly for 6" pipe	EA	3	$ 900.00	$ 2,700.00	$ 743.50	$ 2,230.50
32-I Open Cut Trench Repair - WM Restoration	SY	135	$ 90.00	$ 12,150.00	$ 92.09	$ 12,432.15
32-J Sod - WM Restoration	SY	490	$ 3.00	$ 1,470.00	$ 3.11	$ 1,523.90
TS-33WM As-Built Drawings-WM	LS	1	$ 3,500.00	$ 3,500.00	$ 6,124.17	$ 6,124.17
SUB TOTAL				**$ 1,921,804.40**		**$ 1,976,049.97**
5% Mobilizaiton/Demobilizaiton				**$ 96,090.22**		**$ 98,802.50**
TOTAL BID PRICE				**$ 2,017,894.62**		**$ 2,074,852.47**
Notice Needed Prior to Commencement				45 days		30 days

BID FORM
SHEEHAN BOULEVARD IMPROVEMENTS
BID NO. 2019000219

TO: Senior Division Manager - Purchasing
Board of County Commissioners
Charlotte County Administration Center
18500 Murdock Circle
Port Charlotte, Fl. 33948-1094

The undersigned, as bidder, does hereby declare that he has read the Request for Bids, Instructions to Bidders, General Provisions, Special Provisions, Technical Specifications & Conditions, Insurance, Safety & Health Requirements, Bid Form, Plans, Permit Fees, MOT Policy and any other documentation for

SHEEHAN BOULEVARD IMPROVEMENTS

and further agrees to furnish all items listed on the attached Bid Form in accordance with the unit price(s) submitted. The above specified documents are herein incorporated into the Bid Form and shall be defined as the contract documents.

TOTAL AMOUNT:

ONE MILLION EIGHT HUNDRED EIGHTY FIVE THOUSAND SEVEN HUNDREDS FIFTY FOUR DOLLARS & 80/100 — $ 1,885,754.80
(TYPE/PRINT) (NUMERIC)

Completion shall be 300 calendar days.

Notice Needed Prior to Commencement: 30 **calendar days.**

Liquidated Damages $1,532.00 per calendar day.

Please indicate by (√) that you have included the following documentation with your bid:

(✓) **References**
(✓) **License Requirement: FDOT certification required.**
( ) **Business Tax Receipt: (Only required if claiming status as a "Local Business" and must be valid for at least six months prior to the bid submission)**

Local Business Status: If Bidder affirms that it is a local business as defined in IB-28 and in accordance with Ordinance 2009-005 adopted by the Charlotte County Board of Commissioners and filed with the Secretary of State on February 17, 2009, and Ordinance 2009-041 adopted by the Charlotte County Board of Commissioners and filed with the Secretary of State on October 19, 2009, then the Affidavit Claiming Status as a Local Business, which is included as a part of this bid package, must be completed and returned.

☐ Yes, our business qualifies as a Local Business and has completed and attached the 'Affidavit Claiming Status as a Local Business' as a part of our submission.

☑ No, our business does not qualify as a Local Business.

NOTE: In accordance with Florida Statues, Section 119.071(1)(b)2: Sealed bids, proposals, or replies received by an agency pursuant to a competitive solicitation are exempt from s. 119.071(1)(b)2 and s. 24(a), Art. I of the State Constitution, except as provided by Florida Statutes 255.0518, until such time as the agency provides notice of an intended decision or until 30 days after opening the bids, proposals, or final replies, whichever is earlier. Upon release of the intended decision, if you wish to obtain the quote results, you may do so by visiting our Website at http://purchasingbids.charlottecountyfl.gov/ under "Purchasing Bids Online", document number 192194. No information regarding the submittal will be divulged over the telephone.

Name of Bidder: MANHATTAN ROAD & BRIDGE CO
(This form to be returned)

SHEEHAN BOULEVARD IMPROVEMENTS

Schedule of Prices

ITEM	DESCRIPTION	EST. QTY.	UNIT	UNIT COST	EXTENDED COST
	SIDEWALK CONSTRUCTION				
102-1	Maintenance of Traffic	1	LS	$13,000.00	$13,000.00
104-10-3	Sediment Barrier	1	LS	$25,000.00	$25,000.00
104-11	Floating Turbidity Barrier	1	LS	$5,000.00	$5,000.00
110-1-1	Clearing & Grubbing	1	LS	$100,000.00	$100,000.00
110-7-1	Mailbox (F/I) (Single) (Black) with 4" X 4" post	13	EA	$300.00	$3,900.00
120-1	Excavation and Embankment	1	LS	$115,000.00	$115,000.00
160-4	Type B Stabilized Sub Base (Sidewalks/Driveways) (LBR 70) (8" Thick)	4,300	SY	$11.00	$47,300.00
339-1	Miscellaneous Asphalt Pavement (200 lb/sy)	4	TN	$500.00	$2,000.00
425-1-521	Inlet (DT Bot. Type C)	1	EA	$5,000.00	$5,000.00
425-1-549A	Inlet (DT Bot. Type D-Mod w/ Sump/Drain)	1	EA	$7,500.00	$7,500.00
425-1-551	Inlet (DT Bot. Type E)	1	EA	$5,000.00	$5,000.00
425-1-589A	Inlet (DT Bot. Type H-Mod)	2	EA	$7,500.00	$15,000.00
430-175-124	Concrete Pipe Culvert (CLASS III)(24")(S/CD)	22	LF	$135.00	$2,970.00
430-175-215	Elip.Concrete Pipe Culvert (HE III)(12"x18")(S/CD)	340	LF	$75.00	$25,500.00
430-175-218	Elip.Concrete Pipe Culvert (HE III)(14"x23")(S/CD)	360	LF	$85.00	$30,600.00
430-175-224	Elip.Concrete Pipe Culvert (HE III)(19"x30")(S/CD)	52	LF	$145.00	$7,540.00
430-982-129	Mitered End Section (24")	1	EA	$1,000.00	$1,000.00
430-982-623	Mitered End Section (12"x18")	2	EA	$875.00	$1,750.00
430-982-625	Mitered End Section (14"x23") (Double)	1	EA	$925.00	$925.00
430-982-629	Mitered End Section (19"x30")	4	EA	$1,075.00	$4,300.00
TS-14	Triple Pipe Culvert	40	EA	$1,325.00	$53,000.00
TS-15	Driveway Flume	1	EA	$4,800.00	$4,800.00
515-1-2	Pipe Handrail 54" (Aluminum):	30	LF	$130.00	$3,900.00
522-1	Concrete Sidewalk (4" thick) (Fibermesh)	2,950	SY	$50.00	$147,500.00
522-1-3	Thickened Edge	1,080	LF	$17.00	$18,360.00
522-1A	Concrete Residential Driveway (4" thick) (Fibermesh)	1,100	SY	$55.00	$60,500.00
570-1-2	Performance Turf	10,000	SY	$2.15	$21,500.00
700-1-59	Signs (New)	1	EA	$385.00	$385.00
700-1-60	Signs (Relocate)	5	EA	$210.00	$1,050.00
711-111-03	Solid Traffic Stripe (Paint, White, 12")	1,200	LF	$2.50	$3,000.00
711-111-25	Solid Traffic Stripe (Paint, White, 24")	52	LF	$5.00	$260.00
711-7	Remove Existing Stop Bars	52	SF	$3.10	$161.20
U-1	Water Service Line (Relocate & Adjust)	14	EA	$260.00	$3,640.00
U-2	Meter Box (Relocate & Adjust)	14	EA	$210.00	$2,940.00
1644-800	Relocate Existing Fire Hydrant	1	EA	$4,600.00	$4,600.00
TS-33	As-Built Drawings-Sidewalk & Bridge	1	LS	$9,250.00	$9,250.00
	BRIDGE (Hayworth to Alton)				
285-709	Optional Base Group 9	320	SY	$22.00	$7,040.00
160-4	Type B Stabilized Sub Base (Sidewalks) (LBR 70)(8" Thick)	330	SY	$11.00	$3,630.00
160-5	Type B Stabilized Sub Base (Roadway) (LBR 70)(12" Thick)	2,000	SY	$13.50	$27,000.00
327-70	Mill asphalt	160	SY	$8.20	$1,312.00
331-2	Type S-III Asphalt Pavement	275	TN	$125.00	$34,375.00
520-1-10	Modified F Curb	310	LF	$32.00	$9,920.00
520-2-2	Type D Curb	193	LF	$22.00	$4,246.00

BIDDER: MANNATTAN ROAD & BRIDGE

ITEM	DESCRIPTION	EST. QTY.	UNIT	UNIT COST	EXTENDED COST
522-1	Concrete Sidewalk (4" thick) (Fibermesh) 8.5'	273	SY	$50.00	$13,650.00
570-1-2	Performance Turf	1,000	SY	$2.10	$2,100.00
700-1-60	Sign (Relocate)	16	AS	$205.00	$3,280.00
700-1-59	Sign (New)	3	AS	$380.00	$1,140.00
711-111-01	Solid Traffic Stripe (4" White)	2,215	LF	$0.25	$553.75
711-111-02	Solid Traffic Stripe (6" White)	2,215	LF	$0.40	$886.00
711-111-03	Solid Traffic Stripe (12" White)(Crosswalks)	680	LF	$2.50	$1,700.00
711-111-25	Solid Traffic Stripe (24" White)(Stop Bars)	72	LF	$5.00	$360.00
400-4-5	Concrete Class IV (Substructure)	23	CY	$1,750.00	$40,250.00
415-1-5	Reinforcing Steel (Substructure)	3,500	LB	$2.00	$7,000.00
455-34-3	Prestressed Concrete Piling (F&D)(18"sq.)	650	LF	$100.00	$65,000.00
455-143-3	Test Piles - Prestressed Concrete (18" Sq.)	150	LF	$75.00	$11,250.00
400-2-4	Concrete Class II (Superstructure)	125	CY	$900.00	$112,500.00
400-7	Bridge Deck Grooving and Planning (Deck Thickness < 8.5")	319	SY	$11.00	$3,509.00
415-1-4	Reinforcing Steel (Superstructure)	25,500	LB	$1.75	$44,625.00
450-3-95	Prestressed Slab Units (Variable Width (15"x30-47"))	299	LF	$250.00	$74,750.00
450-3-25	Prestressed Slab Units (15"x60")	100	LF	$400.00	$40,000.00
458-1-11	Bridge Expansion Joint (New Const., Poured w/Backer Rod)	93	LF	$75.00	$6,975.00
521-5-9A	Concrete Traffic Railing (Special Design)	365	LF	$225.00	$82,125.00
521-5-9B	Pedestrian Fence (Fence & Pilasters)	285	LF	$120.00	$34,200.00
110-3	Removal of Existing Bridge Structure	1	LS	$68,626.00	$68,626.00
110-4	Remove Existing Asphalt	2,000	SY	$6.50	$13,000.00
400-2-10	Concrete Class II (Approach Slabs)	74	CY	$450.00	$33,300.00
415-1-9	Reinforcing Steel (Approach Slabs)	13,402	LB	$1.50	$20,103.00
524-2-2	Concrete Slope Pavement 4" Thick	330	SY	$165.00	$54,450.00
	WATER MAIN CONSTRUCTION				
32-E-4	4" PVC C900/C905 DR18 Water Main	10	LF	$95.00	$950.00
32-E-6	6" PVC C900/C905 DR18 Water Main	30	LF	$106.00	$3,180.00
32-E-8	8" PVC C900/C905 DR18 Water Main	295	LF	$31.00	$9,145.00
32-K-8DI	8" PVC Class 52 Ductile Iron Main	170	LF	$205.00	$34,850.00
32-L	Bridge Crossing Pipe Supports	10	EA	$6,600.00	$66,000.00
32-E-8GV	8" Gate Valve	4	EA	$3,800.00	$15,200.00
32-K-F	Ductile Iron Fittings	850	LB	$46.00	$39,100.00
32-F	Locate Balls and Marker Tape Water Main	10	EA	$102.00	$1,020.00
32-E-AR	Air Release Assembly	1	EA	$8,600.00	$8,600.00
32-H	Connection to Existing Water Main	4	EA	$2,600.00	$10,400.00
32-G-4	4" PVC Pipe Removal and Disposal	70	LF	$15.50	$1,085.00
32-G-6	6" PVC Pipe Removal and Disposal	100	LF	$15.50	$1,550.00
32-H-4	Tie Back Assembly for 4" pipe	1	EA	$1,600.00	$1,600.00
32-H-6	Tie Back Assembly for 6" pipe	3	EA	$1,800.00	$5,400.00
32-I	Open Cut Trench Repair - WM Restoration	135	SY	$77.00	$10,395.00
32-J	Sod - WM Restoration	490	SY	$15.50	$7,595.00
TS-33WM	As-Built Drawings-WM	1	LS	$3,900.00	$3,900.00
				SUB-TOTAL	$1,795,956.95

Item 101-1: Mobilization/Demobilization: The cost of Mobilization shall be five percent (5%) of subtotal:

SUB-TOTAL: $ 1,795,956.95 X 5% = $ 89,797.85

TOTAL BID PRICE $ 1,885,754.80

BIDDER: MANHATTAN ROAD + BRIDGE

If notified of the acceptance of this bid form, the undersigned agrees to execute a Contract for the stated compensation in the form as prescribed by the County, within the time constraints outlined in Instructions to Bidders.

The signature below is a guarantee that the Bidder will not withdraw his/her bid for a period of sixty (60) days after the scheduled time for opening the bids.

The undersigned agrees, if awarded this bid, to furnish a Performance and Payment Bond in the amount of 100% of the total project price within fourteen (14) calendar days after notification of award to the Purchasing Division. The undersigned shall be responsible and bear all costs associated to record Performance and Payment Bond with the Charlotte County Clerk of Court Office. Receipt of said recording shall be furnished to the Purchasing Division.

In accordance with section 287.135, Florida Statutes, the undersigned certifies that the company is not on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, and does not have business operations in Cuba or Syria (if applicable) or the Scrutinized Companies that Boycott Israel List, or is not participating in a boycott of Israel.

Enclosed is a cashier's check, or bid bond in the amount of $ 5% OF TOTAL, which is not less than 5% of the total bid price, as guarantee that the undersigned will enter into a Contract for the work/material as required in this Bid Document. **Note: Failure to submit a 5% bid bond will be cause for rejection of bid**.

All contract documents (i.e.; performance and payment bond, cashier's check, bid bond) shall be in the name of "Charlotte County".

The undersigned acknowledges receipt of the following addenda, and the cost, if any, of such revisions has been included in the price bid.

Addendum No. 1, Dated 2/12/19 Addendum No. 2, Dated 2/21/19, Addendum No. _____, Dated _____

Addendum No. _____, Dated_____; Addendum No. _____, Dated_____ ; Addendum No. _____, Dated _____

HOLD HARMLESS AGREEMENT:
MANHATTAN ROAD & BRIDGE CO. (name of firm), it's officers and members shall, through the signing of this document by an authorized party or agent, indemnify and hold harmless Charlotte County, a political subdivision of the state of Florida, its officers, agents, employees, and volunteers, from liabilities, damages, losses and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentional wrongful misconduct of MRB and persons employed or utilized by MRB in the performance of this contract MRB (name) agrees that the first ten dollars ($10.00) of compensation received under this contract represents specific consideration for this indemnification obligation.

Type of Organization (Please Check One): **Individual Ownership** _____ **Joint Venture** _____
Partnership _____ **Corporation** ✓

Name of Bidding Firm MANHATTAN ROAD & BRIDGE CO.

Mailing Address 3401 OLD METRO PARKWAY

Location Address SAME

City & State FT. MYERS, FLORIDA **ZIP** 33916

Telephone: 239 280 2670 **Fax Number:** 239 280 2675 **E-mail:** james.land@manhattanrb.com

Signature of person authorized to bind the Company:

Print Name/Title of person authorized to bind the Company: MIKE WEBB - PRESIDENT

Date: 2/25/19

(This form to be returned)

SOURCE OF SUPPLY AND SUBCONTRACTORS

The following sources of supply and subcontractors shall be used for **SHEEHAN BOULEVARD IMPOVEMENTS** project. If bidder does not have a source of supply or subcontractor, insert "to be determined". When a source or subcontractor is determined, selection will be subject to County approval. (If not applicable, state N/A).

Source of Supply	Subcontractor(s)
1._____	1._____
2._____	2._____
3._____	3._____
4._____	4._____
5._____	5._____

DRUG FREE WORKPLACE FORM

The undersigned vendor in accordance with Florida Statute 287.087 hereby certifies that MANHATTAN ROAD & BRIDGE (name of business) does:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).

4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.

6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

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

Signature _____

Dated 2/25/19

Name of Bidder: MANHATTAN ROAD & BRIDGE Co

(This form to be returned)

REFERENCES - SHEEHAN BOULEVARD IMPROVEMENTS

REFERENCES: Contractor shall submit a minimum of three (3) recent (within the past five (5) years) references of projects of similar size and scope. Each reference shall include a project description, project location, name and phone number of a contact person, total project amount, and completion date. The County reserves the right to contact references.

1. Project Owner / Company: NAPLES FL - GORDON RIVER PEDESTRIAN BRIDGE & BOARD WALK
Name of Contact Person: INGRID ARENCIBA Telephone # 239-280-2693
Address: MANHATTAN CONSTRUCTION CO, 3705-1 WESTVIEW DR.
City & State: NAPLES, FL Zip Code: 34104
Project Description: PEDESTRIAN BRIDGE & BOARDWALK BRIDGE SPANS GORDON RIVER AND WALK-WAY TIES INTO PATHWAY AT THE BACK OF NAPLES AIRPORT
Total Project Amount: $ 3.4 MILLION Completion Date: MAY 2018

2. Project Owner / Company: FDOT / VALIANT POWER SOUTH LLC
Name of Contact Person: ROB MCINTOSH Telephone # 772-675-2102
Address: VALIANT POWER SOUTH LLC 13000 SE FLORA AVE
City & State: HOBE SOUND FL Zip Code: 33455
Project Description: INSTALL MOWER PADS AND SPREAD FOOTERS FOR LIGHT POLES ALONG BOTH SIDES OF A 6 MILE STRETCH OF US-41 NEAR ESTERO
Total Project Amount: $ 376,000 Completion Date: JULY 2018

3. Project Owner / Company: CHARLOTTE COUNTY PUBLIC WORKS
Name of Contact Person: KELLY SLAUGHTER Telephone # 941-575-3657
Address: 410 TAYLOR ST. UNIT # 104
City & State: PUNTA GORDA FL Zip Code: 33950
Project Description: CHARLOTTE GATEWAY HARBORWALK PHASE 1B INCLUDES OVER-WATER BOARDWALK, WATER TAXI DOCK AND BOAT FISHING DOCK WITH TWO U-BRIDGES
Total Project Amount: $ 4.5 MILLION Completion Date: DECEMBER 2018

4. Project Owner / Company: _____
Name of Contact Person: _____ Telephone # _____
Address: _____
City & State: _____ Zip Code: _____
Project Description: _____
Total Project Amount: $ _____ Completion Date: _____

Name of Bidder: MANHATTAN ROAD & BRIDGE CO.

(This page to be returned)

FY2019 Capital Improvements Budget / FY 2019 - FY 2024 Project Detail — **Project No. c410918**

GENERAL PROJECT DATA:		Status Existing
Project Title:	Sidewalks 2009 Sales Tax Extension	
Functional Area:	Pedestrian Facilities	
Department:	Public Works/Engineering	
Location:	County-Wide	

CONCURRENCY REQUIREMENTS	(Y/N)
Does project add new capacity?	No
Is project required to maintain level of service:	
- Within 5 years? List project in CIE	No
- From 6 to 10 years? Monitor Annually	No

PROJECT NEED CRITERIA	
Safety	X
Mandate	X
Replace	
Growth	X

PROJECT SCHEDULE	FY19	FY20	FY21	FY22	FY23	FY24
	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4
Desgn/Arch						
Land/ROW						
Construct						
Equipment						

PROJECT DESCRIPTION:

This is a comprehensive sidewalk installation program with funding included in the 2009 Sales Tax Extension, providing pedestrian links from neighborhoods to various schools throughout the County and eliminating missing sidewalk links in older neighborhoods and commercial areas.
This project was selected for inclusion in the 2008 Sales Tax Referendum and is fully funded by Sales Tax funds.
CCU costs related to sidewalk construction are being paid from CCU projects funded with the 2009 Sales Tax funds; the project will be adjusted for those costs once they are known.

The BCC decided to apply additional funding to the project at its meeting of 7/24/18 for construction of Ellicott Circle and Riverside Drive.

PROJECT RATIONALE (Include Additional LOS Detail, if necessary):

The sidewalk program has been very popular with residents and this will be a continuation of that program to provide safe pedestrian and bike access to schools, recreation centers, commercial/medical centers, and other public facilities. This is a retrofit program to improve mobility for pedestrians and bicyclists throughout the County since many of the existing developed areas have relatively narrow roadways that were not designed to accommodate pedestrians or bicyclists. This is an on-going program to enhance this mode of travel.

OPERATING BUDGET IMPACT:

Additional operating costs as a result of annual activities for edging and trimming.

	Prior Actual	Est FY18	Calc. for FY19: Orig. FY19	Calc. for FY19: Est c/o to FY19	Calc. for FY19: New $ FY19	FY19	FY20	FY21	FY22	FY23	FY24	FUTURE	Total
EXPENDITURE PLAN (000'S)													
Design/Arch/Eng	1,377			90		90							1,467
Land (or ROW)	18												18
Mitigation Land													
Construction	6,082			1,034	1,520	2,554							8,636
Internal Costs	975			125		125							1,100
Landscaping													
Interest													
Other Fees & Costs													
Total Project Cost	8,451			1,249	1,520	2,769							11,220
FUNDING PLAN (000'S)													
Sales Tax 2009	8,451			1,249	1,520	2,769							11,220
Total Funding	8,451			1,249	1,520	2,769							11,220
LOAN REPAYMENT SCHEDULE (000'S)													
Total Loan Repayment													
OPERATING BUDGET IMPACT (000'S)													
Personal Svc.													
Non-personal			75			75	77	80	82	84	86		484
Capital													
Total Operating			75			75	77	80	82	84	86		484

COMMITTED SIDEWALKS

Year 1 Plan

Collingswood Blvd.	Toledo Blade Blvd. to Edgewater
Alton Road	Midway Blvd. to Sheehan Blvd.
Manor	SR776 to CR 775
Rebel Court	Bonita Drive to Boundry Blvd.
Boundary Blvd	Rebel Ct to Vineland Elementary
Florida Street	Riverside Drive to Carmalita St.
South Fairway Drive	Golf Course Blvd. to Sunset Blvd.

Year 2 Plan

Beacon Drive	Midway Blvd. to Peachland Blvd
Sheehan Blvd	Noble Terrace to Peachland Blvd
Gulfstream Blvd	Snow Drive to Seamist Drive
Cape Haze Drive	Arlington to Placida Road
Capricorn Blvd	Rampart to Sandhill

Year 3 Plan

Bermont Road	US 17 to Westminster
Rio de Janeiro Ave	Rampart Blvd. to Deep Creek Blvd
Deep Creek Blvd	Sandhill Blvd. to Rio de Janiero
Ellicot Circle	US 41 to Midway Blvd.
Sunnybrook Blvd	Boundary Blvd to SR776
Sandhill Blvd	Kings Hwy to Rio de Janeiro
Harbor Blvd	Midway to Veterans Blvd

$300,000 was moved to a new project for FY13, GPC Bridge Rehab - which will include sidewalks on a rehabilitated bridge rather than constructing a separate pedestrian bridge.
This project, c411305 is in Section U - MSBUs.

FY2019 Capital Improvements Budget / FY 2019 - FY 2024 Project Detail — **Project No. c339702**

GENERAL PROJECT DATA:		Status	Existing
Project Title:	Major Water Transmission Lines		
Functional Area:	Utilities - Water		
Department:	Utilities - Engineering		
Location:	System Wide		

CONCURRENCY REQUIREMENTS	(Y/N)
Does project add new capacity?	Y
Is project required to maintain level of service:	Y
- Within 5 years? List project in CIE	Y
- From 6 to 10 years? Monitor Annually	Y

PROJECT NEED CRITERIA	
Safety	
Mandate	
Replace	
Growth	X

PROJECT SCHEDULE	FY19 (1 2 3 4)	FY20 (1 2 3 4)	FY21 (1 2 3 4)	FY22 (1 2 3 4)	FY23 (1 2 3 4)	FY24 (1 2 3 4)
Desgn/Arch						
Land/ROW						
Construct						
Equipment						

PROJECT DESCRIPTION:

Miscellaneous and continuous improvement to, or additions of, water transmission mains that will ensure hydraulic capacity and mechanical integrity of the water transmission system.

PROJECT RATIONALE (Include Additional LOS Detail, if necessary):

* To meet FDEP Criteria and maintain the useful life of existing water transmission system
* To repair and/or replace deteriorated water transmission mains as required.
* To construct additional water transmission mains to upgrade transmission capacity.

OPERATING BUDGET IMPACT:

Bond may be sold in the future to address the proposed water expansion needs. Locations may be replaced based on the Comprehensive Plan and the updated 25 Year Water and Sewer Master Plan.

REPLACEMENT COUNTY PROPERTY NO.:

	Prior Actual	Est FY18	(1) Orig. FY19	(2) Est c/o to FY19	(3) New $ FY19	FY19	FY20	FY21	FY22	FY23	FY24	FUTURE	Total
			Calc. for FY19										
EXPENDITURE PLAN (000'S)													
Design/Arch/Eng	268				50	50							317
Land (or ROW)	42			-1	1								42
Construction	4,043	408	225	474	-122	577	200	200	225	225	225	3,550	9,653
Internal Costs	249			-10	60	50	25	25	25	25	25	425	849
Equipment													
Interest	68			-11	11								68
Other Fees & Costs	2,832												2,832
Total Project Cost	7,502	408	225	452		677	225	225	250	250	250	3,975	13,761
FUNDING PLAN (000'S)													
R & R Fund	243			39	10	48							291
Conn. Fee -Wastewater	5,112												5,112
Conn. Fee -Water	1,834	408	225	413	-10	628	225	225	250	250	250	3,975	8,046
O & M Fund	9												9
Sales Tax 2009	270												270
Sinking Fund	32												32
Total Funding	7,502	408	225	452		677	225	225	250	250	250	3,975	13,761
LOAN REPAYMENT SCHEDULE (000'S)													
Total Loan Repayment													
OPERATING BUDGET IMPACT (000'S)													
Personal Svc.													
Non-personal													
Capital													
Total Operating													

Charlotte County Board Of County Commissioners
Agenda Item Summary

Item Number: F - 5.

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1 DEPARTMENT MAKING REQUEST

Purchasing

2 MEETING DATE

3/26/2019

3 REQUESTED MOTION/ACTION

a) Approve ranking of firms for Request for Proposal #19-213, Family Services Center Design: 1st - Fawley Bryant Architects, Inc.; 2nd – ADG Architecture, and 3rd - Sweet Sparkman Architects, Inc.; and
b) Approve start of negotiations; and
c) Authorize the Chairman to sign the contract after completion of negotiations. This is for a qualified firm to provide professional master site planning and design services of the Family Services Center.

4 AGENDA

5 IS THIS ITEM BUDGETED (IF APPLICABLE) - True

Budget Action
No action needed. Budgeted in CIP project, "Family Services Center Campus" as adopted in the FY19 budget process and later amended. Funding is supplied from the 2014 Sales Tax Extension.

Financial Impact Summary Statement
Funding is supplied from the 2014 Sales Tax Extension.

Detailed Analysis Attached - False

Budget Officer-

6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)

This is for a firm to provide professional master site planning and design services of the Family Services Center to be located at 21450 Gibraltar Drive, Port Charlotte, Florida. This firm will be responsible for services including all project-related master planning, design, and construction support.

Professional Services Committee members consisting of Travis Perdue, Facilities Construction & Maintenance; Carrie Hussey, Human Services; and Travis Mortimer, Administration evaluated the six proposals submitted and had discussions with those firms. A breakdown of the ranking is attached, along with a copy of the proposals submitted by the top three firms.

ATTACHMENTS:

File Name	Description	Upload Date	Type
192134.pdf	tabulation	3/4/2019	Backup Material
19-213_submittal_Fawley_Bryant.pdf	submittal Fawley Bryant	3/4/2019	Backup Material
19-213_submittal_ADG_Architecture.pdf	submittal ADG Architecture	3/4/2019	Backup Material
19-213_submittal_Sweet_Sparkman_Architects.pdf	submittal Sweet Sparkman	3/4/2019	Backup Material
c611501_Amended_Family_Svc_Ctr_Campus.pdf	Family Services Center Campus CIP	3/5/2019	Backup Material

CHARLOTTE COUNTY BOARD OF COMMISSIONERS
RFP 2019000213
FAMILY SERVICES CENTER DESIGN
TABULATION SHEET

	Cat I		Cat II		Cat III		Cat IV (total points)				Cat V		Cat VI		Cat VII		Cat VIII		Cat IX		Cat X		TOTAL
	Wt.	9	Wt.	9	Wt.	10	A	B	C	D	Wt.	10	Wt.	15	Wt.	20	Wt.	15	Wt.	1	Wt	1	100.0
	Score	Total	Score	Total	Score	Total	15	20	5	10	Score	Total	Score	Total	Score	Total	Score	Total	Score	Total	Score	Total	500.0
**ADG Architecture	4.3	38.7	4.0	36.0	4.0	40.0	15	15	5	10	4.0	40.0	4.2	63.0	4.5	90.0	4.3	64.5	0.0	0.0	5.0	5.0	422.2
C. Alan Anderson	3.0	27.0	3.2	28.8	2.5	25.0	15	20	2	10	3.0	30.0	2.8	42.0	2.7	54.0	2.8	42.0	5.0	5.0	1.0	1.0	301.8
Fawley Bryant	4.3	38.7	3.7	33.3	4.7	47.0	15	20	2	10	4.3	43.0	3.5	52.5	4.8	96.0	4.7	70.5	0.0	0.0	4.0	4.0	432.0
Nelson Architecture	3.7	33.3	3.5	31.5	3.0	30.0	0	0	0	10	3.3	33.0	3.0	45.0	3.5	70.0	2.5	37.5	5.0	5.0	1.0	1.0	296.3
Sweet Sparkman	4.2	37.8	3.3	29.7	4.3	43.0	15	20	5	10	4.2	42.0	3.7	55.5	3.8	76.0	4.3	64.5	0.0	0.0	4.7	4.7	403.2
Wilder Architecture	3.8	34.2	3.2	28.8	3.3	33.0	0	0	0	10	3.7	37.0	2.7	40.5	3.0	60.0	4.2	63.0	1.0	1.0	4.7	4.7	312.2

**Denotes Minority Business (Consultant and/or Subconsultant)

Categories (Value):

I. Team Proposed (1 - 5)
II. Management Plan (1 - 5)
III. Previous Experience of Proposed Team (1 - 5)
IV. Location/Facilities of Working Office(s)
  A .Length of Time-Local Office (0 - 15)
  B. Location of Local Office (0 - 20)
  C. Personnel Living in Local Prreference Area (0 - 5)
  D. Use of Local SubContractors (0 - 10)
V. Project Control (1 - 5)
VI. Project Management Approach (1 - 5)
VII. Recently Accomplished Similar Projects (1 - 5)
VIII. Experience & Capabilities (1 - 5)
IX. Volume of Work (0 - 5)
X. Litigation Involvement (1 - 5)

MEMBER SIGNATURE: Travis D. Perdue
Travis Perdue, Facilities Construction & Maintenance

MEMBER SIGNATURE:
Carrie Hussey, Human Services

MEMBER SIGNATURE:
Travis Mortimer, Administration

Date: March 1, 2019

Total Possible Points: 500

FIRMS SUBMITTING PROPOSALS FOR RFP 2019000213
FAMILY SERVICES CENTER DESIGN

Robert Taylor, President
ADG Architecture, LLC
3820 Colonial Blvd., Suite 100
Ft. Myers, Florida 33966
239.277.0554
Fax 239.277.0741
bobt@alliancedesigngroup.com

C. Alan Anderson, AIA
C. Alan Anderson Architect, P.A. (CA3)
3908 Midland Road
Sarasota, Florida 34231
941.929.0329
Office.ca3@verizon.net

Steve Padgett, Principal-In-Charge
Fawley Bryant Architects, Inc. dba Fawley Bryant Architecture
5391 Lakewood Ranch Blvd., N. Suite 300
Sarasota, Florida 34240
941.343.4070
Fax 941.749.5747
Steve.padgett@fawley-bryant.com

Jose Estevez, Principal-In-Charge
Nelco Architecture dba NELSON
3801 Salzedo Street, Third Floor
Coral Gables, Florida 33134
612.822.1211
612.822.1006
JEstevez@nelsonww.com

Todd Sweet, AIA
Sweet Sparkman Architects
2168 Main Street
Sarasota, Florida 34237
941.952.0084
941.952.0201
tsweet@sweetsparkman.com

John Thompson, AIA
Wilder Architecture, Inc.
1315 E. Seventh Avenue
Tampa, Florida 33605
813.242.6677
Fax 813.242.6683
jt@wilderarchitecture.com

Professional Services Committee Members:
Carrie Hussey, Human Services
Travis Mortimer, Administration
Travis Perdue, Facilities Construction & Maintenance

FAWLEY BRYANT ARCHITECTURE

SMART
BEAUTIFUL
SPACES

CHARLOTTE COUNTY
FAMILY SERVICES CENTER DESIGN

RFP NO. 2019000213

FAWLEY BRYANT ARCHITECTURE | SMART BEAUTIFUL SPACES

FAWLEY-BRYANT.COM

February 14, 2019

Senior Division Manager – Purchasing
Charlotte County Administration Complex
18500 Murdock Circle, Suite 344
Port Charlotte, FL 33984-1094

RE: RFP No. 2019000213 | Family Services Center Design

Dear Committee Members,

Fawley Bryant and our team of consultants are pleased to present our credentials for consideration as the architect for RFP No. 2019000213 | Family Services Center Design.

In recent years, the Fawley Bryant team has engaged in similar projects that included multiple tenants and other government agency uses under one roof. In addition to this experience, we have a 25-year history with similar government community projects that have proven to be successful; completed on time and within budget. Our two most recent Charlotte County projects (West County Annex and The District 1 Sheriff's office) were both delivered on time and below budget.

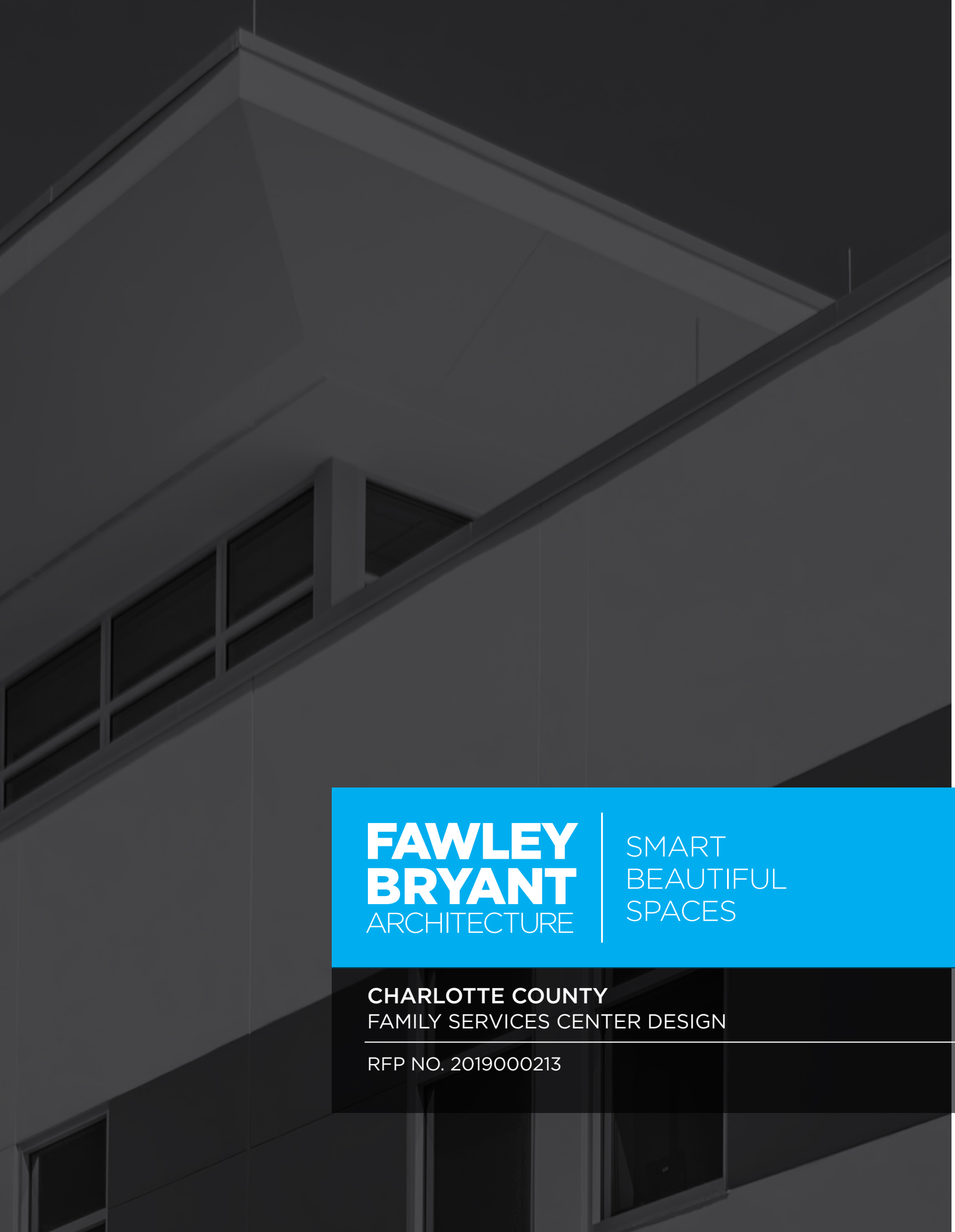
Fawley Bryant has worked for over 21 municipalities along the southwest coast of Florida. We recently completed the West County Annex for Charlotte County and see this project as the perfect case study for the new Family Services Center project. This project also included a multiphase construction that required a new building to be built, the demolition of an existing building and the completion of the site as a final phase.

Combining our experience with a collaborative style of working can make for success. We believe in a team approach to design. We are good listeners; and can ask the questions that define the project clearly. Through communication and use of 3D computer software, we believe in building a consensus among the stakeholders during the course of the project that leads to successful outcome and a project all can be proud of.

Our Fawley Bryant team looks forward to the opportunity of working with you.

Sincerely,

Steve Padgett
Principal – In - Charge



TEAM PROPOSED

FAWLEY BRYANT ARCHITECTURE

SMART
BEAUTIFUL
SPACES

CHARLOTTE COUNTY
FAMILY SERVICES CENTER DESIGN

RFP NO. 2019000213

FIRM OVERVIEW

OUR HISTORY

In 1994 Richard Fawley Architects and Michael P. Bryant Architects merged to create Fawley Bryant Architects. Two decades later, our award-winning designs have helped grow the firm to one of the largest in the area. With offices in Sarasota and Manatee counties, we provide master planning, architecture, interior design, strategic consulting, capital campaign support and sustainability services. In 2016 Fawley Bryant Architects became Fawley Bryant Architecture. The seemingly small update, emphasizes the creative and collaborative process we proudly provide. The evolution continued into 2017, as firm ownership transferred to Steve Padgett and Stu Henderson. The duo have over 25 years of combined history with the firm and nearly 50 years in the industry.

PORTFOLIO

Our portfolio includes diversified project types including educational facilities, country clubs, sports and fitness facilities, and mixed-use developments. Fawley Bryant has received design awards from national organizations such as the American Institute of Architects, Ballpark Digest, Florida Educational Facilities Planners Association (FEFPA) and Florida Planning & Zoning Association (FPZA).

PROCESS AND TOOLS

Our highly collaborative style is what makes us unique. We work closely with our clients and make them active participants in the decision-making team. Engaging with all project stakeholders from the onset, our cross-disciplined approach is a comprehensive, research-driven process. We dig deep to develop a thorough understanding of the project goals from which design decisions are explored and refined. Utilizing state-of-the-art technology, we build consensus through visual communication. We do not rely on technical drawings to tell the story. Rather, digital representations, developed with Building Information Modeling (BIM), allow our clients to experience how the building connects to the site and how people connect to the building. Utilizing BIM, we are able to explore a variety of options three-dimensionally (3D), fostering communication, integrating the team and developing a collective vision.

LOCAL EXPERTISE

For over 20 years, we have completed a variety of projects throughout Florida. As facilitators, our extensive experience includes collaborating with large stakeholder groups, ranging from 10-25 members. We delve into critical matters and ask tough questions to ensure our clients get the most value for their investments. We provide solutions to some of the most difficult design decisions in a collaborative, engaging manner, focused on stakeholder buy-in. We will do this by understanding your project needs, addressing the inherent constraints, and providing the most advantageous solutions.

6

Number of Fawley Bryant Architecture projects in Charlotte County over the past 5 years.

LEED AP™

LEED ACCREDITED PROFESSIONALS

Our team is focused on sustainability, the built environment and developing environmentally responsible facilities.

LOCAL EXPERIENCE

For over 20 years, our team has served local cities and counties through continuing services contracts.

ORGANIZATIONAL CHART

The basis of Fawley Bryant Architecture's approach is to ensure that all team members are working as Owner advocates and back stopping each other's efforts. Our primary goal is to enable Charlotte County to maximize the project's potential by controlling the program, scope of work, funding sources, budget and schedule.

The first step is to organize the various participants (Owner, A/E, and CM) and determine who the single source of contact will be for the project (representing each party). Project roles and protocol will be discussed and lines of communication set. FBA commits to a total team approach through the involvement of Owner, Architect, Engineer, and Construction Manager working together to realize the Owner's expectation or the project.

CLIENT

CHARLOTTE COUNTY

DESIGN TEAM

FAWLEY BRYANT ARCHITECTURE

Steve Padgett*
AIA, NCARB
Principal-In-Charge

Stu Henderson
AIA, NCARB
Principal, Director of Design

Sarah Colandro
ASID, NCIDQ, LEED AP ID+C
Director of Interior Design

Chip Swider*
LEED AP BD+C
Project Manager

Katy Witting
ASID, NCIDQ
Interior Designer

CONSULTANTING ENGINEERS

STRUCTURAL

HEES & ASSOCIATES

Karl Hees
PE, SI, F. ASCE
President, Structural Engineer

Thomas Wilda
PE
Structural Engineering Manager

M.E.P.

ME3 CONSULTING ENGINEERS

Sidney Pritchard
LEED AP
President, Mechanical Engineer

Brian Zapf
PE, LEED AP
Vice President, Electrical Engineer

KC Clem
LEED AP CxA
Vice President,
Mechanical Engineer of Record

CIVIL

BANKS ENGINEERING

Todd Rebol
PE
Principal-In-Charge

Clayton Rebol
PE
Project Manager

Richard Ritz
PLS
Project Surveyor

*Principal-In-Charge and Project Manager will not be changed without the expressed permission of Charlotte County.

PROJECT TEAM ROLES

STEVE PADGETT
PRINCIPAL-IN-CHARGE
Fawley Bryant Architecture

Principal In Charge with 22 years of industry experience and 18 years with Fawley Bryant. Steve oversees staff performance to maintain quality service. He will also manage firm resources to meet schedule and budget requirements.

CHIP SWIDER
SENIOR PROJECT MANAGER
Fawley Bryant Architecture

As Project Manager, Chip will be the day-to-day contact, coordinating all team members. He'll manage compliance of building codes and program guidelines. Serving in the same capacity on Charlotte County District 1 and 3 Sheriff Headquarters, he demonstrates a strong ability to complete projects on time and on budget while exceeding expectations.

STU HENDERSON, PRINCIPAL, DIRECTOR OF DESIGN
Fawley Bryant Architecture
As a Principal and Director of Design, Stu will facilitate design standards and deadlines to meet client expectations.

SARAH COLANDRO, DIRECTOR OF INTERIOR DESIGN
Fawley Bryant Architecture
Integral to the programming and planning process, Sarah focuses on cost control, the durability and maintainability of materials, appropriate lighting, acoustic treatments, casework and mill-work design, furniture layouts and specifications.

KATY WITTING, INTERIOR DESIGN
Fawley Bryant Architecture
Will manage finishing and color schemes, furniture selection, custom details, and elevations of your project, as well as coordinating production work and drawings.

KARL HEES, PRESIDENT, PRINCIPAL STRUCTURAL ENGINEER
Hees & Associates
As the Principal Structural Engineer and President of Hees & Associates, Karl will lead all structural engineer aspects of the project.

THOMAS WILDA, VICE PRESIDENT, ENGINEERING MANAGER
Hees & Associates
Thomas will manage the engineering staff from design development through construction administration.

SIDNEY PRITCHARD, PRESIDENT
ME3 Consulting Engineers
Sidney will be the principal in charge of this project as well as the HVAC design engineer. He will direct mechanical engineers and designers and provide quality control for HVAC designs.

BRIAN ZAPF, VICE PRESIDENT, ELECTRICAL ENGINEER
ME3 Consulting Engineers
Brian will be the electrical engineer of record for this project. He will direct electrical engineers and designers and provide quality control for all electrical designs.

KC CLEM, VICE PRESIDENT, MECHANICAL ENGINEER OF RECORD
ME3 Consulting Engineers
KC will be the mechanical engineer of record for this project. He will direct mechanical engineers and designers and provide quality control for all plumbing designs.

TODD REBOL, CIVIL ENGINEERING PRINCIPAL-IN-CHARGE
Banks Engineering
Todd will be responsible for managing the planning, design, production, permitting and client coordination for the project. As Vice President and a principal of Banks Engineering, he has comprehensive experience in the planning design, permitting, management and construction of a large range of projects throughout Southwest Florida. His diverse portfolio includes industrial, commercial, multi-family residential, single family residential and mixed-use projects for clients ranging from government agencies to private developers.

CLAYTON REBOL, CIVIL ENGINEERING PROJECT MANAGER
Banks Engineering
As the Project Manager, Clayton will be responsible to lead the civil design and permitting portion of the project. In addition, he will coordinate directly with other project team members regarding design related information. Clayton is responsible for managing the design, permitting and construction aspects, having garnered considerable experience in the preparation of engineering construction plans and local, state, and federal permitting.

RICHARD RITZ, PROJECT SURVEYOR
Banks Engineering
Richard will be responsible for managing all survey related items for the project including, but not limited to, the boundary survey, topographic survey and tree survey. Bank's Director of Surveying brings twenty-two years of performing surveying services for both private and public clients. Included in these services are control surveys, boundary and topographic surveys, right-of-way surveys, hydrographic surveys, mean high water surveys, location of jurisdictional lines, route surveys, construction stake out and as-built surveys.

The Principal-In-Charge and the Project Manager will not be changed without the expressed consent of Charlotte County.

STEVE PADGETT

AIA, NCARB

Principal-In-Charge

steve.padgett@fawley-bryant.com (941) 343-4070 x 2107

EXPERTISE & CAPABILITIES

Steve's expertise includes the design of complex and diverse program typologies for municipal projects. Partnering with owners and construction managers, Steve oversees schedule and budget, while maintaining high quality.

PROJECT RELATED EXPERIENCE

Charlotte County West County Annex, Port Charlotte, FL

Charlotte County Sheriff's Disrict 1 Office, Englewood, FL

Charlotte County Sheriff's Disrict 3 Office, Port Charlotte, FL

City of Bradenton Fire Station Concept, Bradenton, FL

Matzke Transportation & Operations Complex, Bradenton, FL

Sarasota Mid-County Tax Collector, Sarasota, FL

Atlanta Braves Spring Training Complex, North Port, FL

Bradenton City Centre Parking Garage, Bradenton, FL

IMG Academy Maintenance & Fueling Facility, Bradenton, FL

IMG Academy Residence Halls, Bradenton FL

Charlotte County Courtroom Expansion, Port Charlotte, FL

Herald Court Centre, Punta Gorda, FL

Sarasota Terrace Tax Collector, Sarasota, FL

Manatee Technical College Fire Training Facility, Bradenton, FL

DaySpring Conference Center, Parrish, FL

Goodwill Corporate Headquarters, Bradenton, FL

FAWLEY BRYANT ARCHITECTURE | SMART BEAUTIFUL SPACES

EDUCATION

Master of Architecture, Clemson University

Bachelor of Science, Clemson University

PROFESSIONAL REGISTRATIONS

Registered Architect, State of FL #AR95286

American Institute of Architects

National Council of Architectural Registration Boards (NCARB)

PROFESSIONAL AFFILIATIONS

Gulf Coast Builders Exchange (GCBX) - Board of Directors

Leadership Sarasota Class of 2015

As Principal-In-Charge, Steve will not be replaced or substituted without the expressed consent of Charlotte County.

HAROLD 'CHIP' SWIDER

LEED AP BD+C

Senior Project Manager

chip.swider@fawley-bryant.com (941) 343-4070 x 2114

EXPERTISE & CAPABILITIES

Chip brings over 25 years of experience as a Project Manager in the industry. His talents are well regarded locally, and have brought award winning projects to completion both on time, and on budget. His experience with community projects, amicable personality, and attention to detail are key assets for smooth project delivery. His ability to respond quickly and plan for Owner's requirements to stay operational have proven timely with critical project needs.

PROJECT RELATED EXPERIENCE

Charlotte County West Annex, Port Charlotte, FL
Charlotte County District 1 Sheriff's Office, Englewood, FL
Charlotte County District 3 Sheriff's Office, Port Charlotte, FL
Goodwill ADC Distribution Center, North Port, FL
City of Bradenton Fire Station Concept, Bradenton, FL
City of Venice Water Treatment Plant Remodel, Venice, FL
City of Venice City Hall Entry Canopy, Venice, FL
Sarasota County Operations Center Remodel, Sarasota, FL
Bradenton City Centre Parking Garage, Bradenton, FL
Sarasota Mid-County Tax Collector, Sarasota, FL
Centauri Corporate Headquarters, Lakewood Ranch, FL
Der Dutchman Hotel, Sarasota, FL
City of Bradenton CDBG Projects, Bradenton, FL
Unique Homes Assisted Living Facility, North Port, FL
The Oaks Club Athletic Center, Osprey, FL
SWFWMD Skylight Renovation, Sarasota, FL

FAWLEY BRYANT ARCHITECTURE | SMART BEAUTIFUL SPACES

EDUCATION

Bachelor of Science, Architecture & Industrial Engineering,
Murray State University

PROFESSIONAL REGISTRATION

LEED Accredited Professional BD + C, U.S. Green Building Council

As project manager, Chip will not be replaced or substituted without the expressed consent of Charlotte County.

STUART HENDERSON

AIA, NCARB

Principal, Director of Design

stu.henderson@fawley-bryant.com (941) 343-4070 x 2122

EXPERTISE & CAPABILITIES

As Director of Design, with over 20 years of design experience, Stu's highly collaborative manner of creating and conveying design intent has played a fundamental role in the completion of large-scale projects and master plans. His 3D modeling and technological abilities allow clients and team members to visualize project considerations from a tangible and intuitive perspective.

PROJECT RELATED EXPERIENCE

Charlotte County West County Annex, Port Charlotte, FL

Charlotte County Sheriff's Disrict 1 Office, Englewood, FL

Charlotte County Sheriff's Disrict 3 Office, Port Charlotte, FL

Visible Mens Academy, Bradenton, FL

Sarasota Mid-County Tax Collector, Sarasota, FL

Atlanta Braves Spring Training Complex, North Port, FL

Bradenton City Centre Parking Garage, Bradenton, FL

PACE Center for Girls, Bradenton, FL

IMG Academy Residence Halls, Bradenton FL

DaySpring Conference Center, Parrish, FL

IMG Academy Performance Center, Bradenton, FL

Gatorade Sports Science Institute at IMG Academy, Bradenton, FL

IMG Academy Field House, Bradenton, FL

IMG Academy Press Box, Bradenton, FL

IMG Academy Multisport Complex, Bradenton, FL

Centauri Specialty Insurance Building, Lakewood Ranch, FL

South Florida Museum Renovation & Expansion, Bradenton, FL

The Oaks Club Athletic Center, Osprey, FL

Nalanda Clubhouse, Parrish, FL

FAWLEY BRYANT ARCHITECTURE | SMART BEAUTIFUL SPACES

EDUCATION

Bachelor of Architecture, University of Cincinnati

PROFESSIONAL REGISTRATION

Registered Architect, State of FL #AR96481

American Institute of Architects, Gulf Coast Chapter

National Council of Architectural Registration Boards (NCARB)

COMMUNITY INVOLVEMENT

Manatee County Economic Development Committee - Board of Directors

SARAH W. COLANDRO

ASID, NCIDQ, LEED AP ID+C

Director of Interior Design

sarah.colandro@fawley-bryant.com (941) 343-4070 x 2109

EXPERTISE & CAPABILITIES

Sarah brings 30 years of interior design experience to the project. She focuses on the functional and aesthetic selection and placement of materials, furniture, fixtures, and equipment. She delivers projects that function as planned, are easy to maintain, and look great for years to come. She also manages procurement administration as requested by the client.

PROJECT RELATED EXPERIENCE

Charlotte County West County Annex, Port Charlotte, FL

Charlotte County Sheriff's Disrict 1 Office, Englewood, FL

Charlotte County Sheriff's Disrict 3 Office, Port Charlotte, FL

City of Bradenton Fire Station Concept, Bradenton, FL

Matzke Transportation & Operations Complex, Bradenton, FL

Sarasota Mid-County Tax Collector, Sarasota, FL

Manatee County Annex Conversion, Palmetto, FL

Sarasota Terrace Tax Collector, Sarasota, FL

Sarasota EDC Interior Remodel, Sarasota, FL

Centauri Corporate Headquarters, Lakewood Ranch, FL

SCF Medical Simulation & Technology Building, Lakewood Ranch, FL

Manatee Technical College, SR70 Campus, Bradenton, FL

Coastal Orthopedics Headquarters, Bradenton, FL

LECOM School of Dental Medicine, Bradenton, FL

Goodwill Manasota Corporate Headquarters, Bradenton, FL

IntegraClick Headquarters, Sarasota, FL

USF Mote Marine Lab Renovation, Sarasota, FL

FAWLEY BRYANT ARCHITECTURE | SMART BEAUTIFUL SPACES

EDUCATION

Bachelor of Fine Arts in Interior Design, Marywood University

PROFESSIONAL REGISTRATIONS

Registered Interior Designer, State of FL #ID4715

American Society of Interior Designers, National Board of Directors

National Council for Interior Design Qualification

LEED Accredited Professional ID+C, U.S. Green Building Council

PROFESSIONAL AFFILIATIONS

Manatee Education Foundation - Board of Directors

Turning Points - Board of Directors

Leadership Manatee - Board of Governors

KATHRYN WITTING

ASID, NCIDQ

Interior Designer

kathryn.witting@fawley-bryant.com (941) 343-4070 x 2110

EXPERTISE & CAPABILITIES

A crucial member of Fawley Bryant's Interior Design Department for the past 6 years, her attention to detail and expertise in customization will bring your vision to life while remaining within your budget and schedule. Kathryn also provides procurement administration support as requested by the client.

PROJECT RELATED EXPERIENCE

Charlotte County West County Annex, Port Charlotte, FL

Charlotte County Sheriff's District 1 Office, Englewood, FL

Charlotte County Sheriff's District 3 Office, Port Charlotte, FL

Sarasota Mid-County Tax Collector, Sarasota, FL

Manatee County Annex Conversion, Palmetto, FL

Sarasota Terrace Tax Collector, Sarasota, FL

Atlanta Braves Spring Training Complex, North Port, FL

IMG Academy Team Business and Soccer Complex, Bradenton, FL

Centauri Corporate Headquarters, Lakewood Ranch, FL

Goodwill Manasota Corporate Headquarters, Bradenton, FL

Connect Bradenton Office, Bradenton, FL

Michael Saunders Residential Headquarters, Sarasota, FL

IMG Administration Building, Bradenton, FL

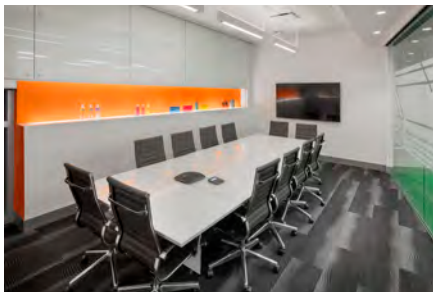
Gatorade Sports Science Institute, Bradenton, FL

IMG Academy Performance Center, Bradenton, FL

The Oaks Club Athletic Center, Osprey, FL

Nalanda Clubhouse, Parrish, FL

FAWLEY BRYANT ARCHITECTURE | SMART BEAUTIFUL SPACES



EDUCATION

Bachelor of Fine Arts in Interior Design, Art Institute of Tampa

PROFESSIONAL AFFILIATIONS

American Society of Interior Designers

Karl F. Hees, P.E., S.I., F. ASCE
President / Principal Structural Engineer
Karl@heesassociates.com

PROFESSIONAL EXPERIENCE

Karl Hees founded Hees & Associates, Inc., a Florida veteran-owned small business (VOSB), over twelve years ago. With over twenty five years of experience in structural engineering, including over twenty years working as a licensed Professional Engineer, Karl's experience in analysis and design spans a variety of building types including community buildings, office buildings, schools, sports complexes, theatres, hospitals, medical office buildings renovations, fire stations, and historic preservation projects. He has completed projects encompassing a wide range of structures and materials including steel, reinforced concrete, masonry, timber, and aluminum.

Karl also assists the Florida Engineers Management Corporation with technical reviews. He oversees all projects for the firm as the Principal Structural Engineer.

EDUCATION

University of South Florida, 1994
Bachelor of Science Civil Engineering

PROFESSIONAL LICENSES

Florida, Georgia, North Carolina, Colorado, Michigan, Montana, New York, Pennsylvania, South Carolina, Texas, Virginia.
Florida Special Inspector 7008381

AFFILIATIONS

American Concrete Institute
American Institute of Steel Construction
American Society of Civil Engineers (Fellow)
National Concrete Masonry Association
Florida Structural Engineers Association
Florida Veteran Owned Small Business

RELEVANT EXPERIENCE AS PRINCIPAL STRUCTURAL ENGINEER

- Ann Dever Memorial Park, Charlotte County
- North Charlotte Regional Recreational & County Administration Building, Port Charlotte, FL
- The Sally and Sam Shapiro Babies and Children's Medical Center, Sarasota, FL
- Celery Fields Public Restroom, Sarasota, FL
- Audubon Visitor Center at the Celery Fields, Sarasota, FL
- Church of Palms – Palms Center, Sarasota, FL
- Mid County Tax Collector Building, Sarasota, FL
- Sun-N-Fun Lifestyle Wellness Center, Sarasota, FL
- Blackstone Park Concession Stand, Palmetto, FL
- St. Stephen's Athletic Maintenance Building, Bradenton, FL
- Atlanta Braves Spring Training Facility Cubhouse, North Port, FL
- IMG Performance Center, Bradenton, FL
- IMG Student Union Building, Bradenton, FL

Thomas C. Wilda, P.E.
Vice President / Engineering Manager
Tom@heesassociates.com

PROFESSIONL EXPERIENCE

Thomas Wilda has been with Hees & Associates, Inc. for over ten years of his more than eighteen years working in the structural engineering field. Thomas has a full range of experience in structural design, including supervision of project personnel, interaction between clients and contractors, threshold inspections, and construction administration. This has allowed Thomas to work closely with structures comprised of steel, reinforced concrete, masonry, timber, and aluminum.

Thomas has applied his range of structural experience to a variety of building types including schools, park facilities, medical facilities, office buildings, renovations, sports facilities, performance halls, banks, multi-unit transit facilities, housing industrial facilities, telecommunication switch sites, custom residential structures, restaurants, and car dealerships.

Thomas also has a high level of technological experience, working with many of the structural software platforms available today. He oversees the staff as Engineering Manager.

EDUCATION

University of Illinois University Edwardsville, 2000
Bachelor of Science Civil Engineering

American Institute of Steel Construction

PROFESSIONAL LICENSES

Licensed Professional Engineer
State of Florida

RELEVANT PROJECT EXPERIENCE AS ENGINEERING MANAGER

- Mid County Tax Collector Office Building, Sarasota, FL
- Ann Dever Memorial Park, Charlotte County
- Atlanta Braves Spring Training Facility Clubhouse, North Port, FL
- IMG Performance Center
- IMG Student Union Building

RELEVANT PROJECT EXPERIENCE AS PROJECT ENGINEER

- Bertha Mitchell Laundry Facility for the Sarasota Housing Authority, Sarasota, FL
- Chase Banks throughout Florida from 2010 through current
- PDQ Restaurant throughout Florida in 2014 through 2015
- Audubon Visitor Center at the Celery Fields, Sarasota, FL

Sidney T. Pritchard, LEED AP

President / Principal

ME3 Consulting Engineers, LLC

EDUCATION:	AFFILIATIONS:
Bachelors degree in Mechanical Engineering Technology. 1986, Cape Technikon, South Africa.	LEED AP, ASHRAE

SUMMARY:
Mr. Pritchard has over 25 years of engineering experience. His experience includes HVAC design for commercial, institutional, educational and residential projects.

City of Sarasota Utilities Administration Building Renovation
Sarasota, Florida

Mr. Pritchard served as Principal in charge for the renovation of this office building. Renovation included HVAC and Lighting using existing fixtures wherever possible to control construction costs.

Sarasota County Fire Station #1
Sarasota, Florida

Mr. Pritchard was the Principal in charge for this new 13,000 sq. ft. Fire Station. The Fire Station is LEED certified and also includes a refueling station for county vehicles. The building and all systems are constructed to withstand 150 mph winds.

Sarasota County Fire Station #12
Sarasota, Florida

Mr. Pritchard was the Principal in charge for this new ± 9,000 sq. ft. Fire Station. The design for this project was completed but was never constructed.

Sarasota County West Jail AHU and Water Heater Replacement
Sarasota, Florida

Mr. Pritchard served as Principal in charge for the HVAC and water heater replacement project. Two aging AHU's were removed and a new RTU was installed all occurring while the building was still fully occupied. A new control system was designed to tie into the existing building automation. The water heaters were replaced with a solar water heater package system.

Manatee County Fleet Services Building
Bradenton, Florida

Mr. Pritchard was the Principal in charge for this new 12 bay fleet Service Facility with support offices, storage areas, Break room, Library for records, Rest room Facilities, Mezzanine area. Virgin Fluids distribution to each bay and containment of recovered fluids. Project also included an emergency back-up generator, lightning protection and hotsy wash bay system. Exterior landscaping & irrigation, retention pond, parking areas, storm water piping, & all utilities.

West Manatee Fire and Rescue – Administration Building
Bradenton, Florida

Mr. Pritchard was the Principal in charge for this ±12,000 sq. ft. renovation. The renovated building is the administration headquarters for the districts four fire stations.

Manatee County Utilities and Administration Building
Bradenton, Florida

Mr. Pritchard was the Principal in charge for the demolition of the existing Fleet Maintenance and adjoining buildings and the construction of a new ± 15,000 sqft building in the same location, and a new ± 5,000 sqft warehouse building. The new warehouse included a small conditioned office with restroom. Project included a rain harvest system as well as an emergency back-up generator.

Manatee County Marine Rescue Headquarters
Bradenton, Florida

Mr. Pritchard was the Principal in charge for the design of this 4,250 GSF first floor boat storage and Group S-1 (moderate hazard), 4250 GSF Second Floor business Group B (civic administration) including office and classroom. Construction is TypeIIB, sprinklered, "Hardened Structure" per FBC Section 432.25 and FEMA 55 Coastal Construction Manual. Project includes a portable generator connection point.

Manatee County Central Energy Plant
Bradenton, Florida

Mr. Pritchard was the Principal in charge for the design of this project. The project included the construction of a Central Chiller Plant located in downtown Bradenton, Florida to initially provide chilled water to five (5) Manatee County buildings. The chiller plant includes two 500-ton water cooled chillers with provisions for a future 500-tonn chiller, cooling towers, associated primary distribution pumps, condenser water pumps, a distribution piping network which will serve the five buildings as well as future buildings, and some renovation/retrofit work inside the five buildings in order to connect to the central plant and reduce energy consumption. The five buildings connected to the central energy plant are the Administration Building, the Property Appraiser's Office, the Library, the Old Records Building, and the Merrill Lynch Building.

West Manatee Fire and Rescue - Stations 1, 2 and 4. Needs Assessment Study
Bradenton, Florida

Mr. Pritchard was the Principal in charge for this needs assessment study. The scope was to ascertain the apparent condition of the mechanical, electrical, plumbing and fire sprinkler systems at the facilities as well as providing the client with relevant information for space planning.

West Manatee Fire and Rescue. Station #2
Bradenton, Florida

Mr. Pritchard was the Principal in charge for this major renovation and addition. The completed 9,700 sqft single story building includes sleeping quarters, offices, fitness room, kitchen, dining, decon, laundry and apparatus bay. The mechanical, electrical and plumbing design was specific to the district design criteria and includes a back-up generator for use during emergency conditions.

Seminole Tribe of Florida. Brighton Forestry and Wildland Fire Facility
Brighton, Florida

Mr. Pritchard served as Principal in charge for this new 4,000 sq.ft metal building. Building includes offices and large apparatus bay.

Kay C. Clem, P.E. LEED AP. CxA

Vice President / Principal

ME3 Consulting Engineers, LLC

EDUCATION:	REGISTRATIONS:
BS, Mechanical Engineering. 1989 Wright State University, Dayton, Ohio	Professional Engineer. State of FL, AL & MS. Building Commissioning Agent, CxA

SUMMARY:
Mr. Clem has over 25 years experience as a consulting engineer. Experience has included residential, institutional, commercial, educational and industrial projects.

Sarasota County West Jail AHU and Water Heater Replacement
Sarasota, Florida

Mr. Clem served as Mechanical Engineer of record for the HVAC and water heater replacement project. Two aging AHU's were removed and a new RTU was installed all occurring while the building was still fully occupied. A new control system was designed to tie into the existing building automation. The water heaters were replaced with a solar water heater package system.

Sarasota County West Jail AHU and Water Heater Replacement
Sarasota, Florida

Mr. Clem served as Mechanical Engineer of record for the HVAC and water heater replacement project. Two aging AHU's were removed and a new RTU was installed all occurring while the building was still fully occupied. A new control system was designed to tie into the existing building automation. The water heaters were replaced with a solar water heater package system.

Sarasota County Terrace Building Plumbing Renovation
Sarasota, Florida
Mr. Clem served as Mechanical Engineer of record for the plumbing renovations to the ten (10) story Terrace building. Plumbing renovations included the replacement of existing cast iron water and vent piping with PVC, and the replacement of existing copper domestic water piping with CPVC. Existing group restroom fixtures at each floor were replaced with restroom layouts being reconfigured for ADA accessibility.

Sarasota County East Jail Controlled Water Use System
Sarasota, Florida
Mr. Clem served as Mechanical Engineer of record for the design of a controlled water use system for the control of inmate-use plumbing fixtures in the East County Jail. The scope of work included specification of the electronic flush valve and electronic lavatory controls using local logic and PC-based supervisory control similar to the I-Con systems that was evaluated by the County.

City of Sarasota Utilities Administration Building Renovation
Sarasota, Florida

Mr. Clem served as Mechanical Engineer of record for the renovation of this office building. Renovation included HVAC and Lighting using existing fixtures wherever possible to control construction costs.

Manatee County Utilities and Administration Building
Bradenton, Florida

Mr. Clem was the Mechanical Engineer of record for the demolition of the existing Fleet Maintenance and adjoining buildings and the construction of a new ± 15,000 sqft building in the same location, and a new ± 5,000 sqft warehouse building. The new warehouse included a small conditioned office with restroom. Project included a rain harvest system as well as an emergency back-up generator.

Manatee County Marine Rescue Headquarters
Bradenton, Florida

Mr. Clem was the Mechanical Engineer of record for the design of this 4,250 GSF first floor boat storage and Group S-1 (moderate hazard), 4250 GSF Second Floor business Group B (civic administration) including office and classroom. Construction is TypeIIB, sprinklered, "Hardened Structure" per FBC Section 432.25 and FEMA 55 Coastal Construction Manual. Project includes a portable generator connection point.

Manatee County Central Energy Plant
Bradenton, Florida

Mr. Clem was the Mechanical Engineer of record for the design of this project. The project included the construction of a Central Chiller Plant located in downtown Bradenton, Florida to initially provide chilled water to five (5) Manatee County buildings. The chiller plant includes two 500-ton water cooled chillers with provisions for a future 500-tonn chiller, cooling towers, associated primary distribution pumps, condenser water pumps, a distribution piping network which will serve the five buildings as well as future buildings, and some renovation/retrofit work inside the five buildings in order to connect to the central plant and reduce energy consumption. The five buildings connected to the central energy plant are the Administration Building, the Property Appraiser's Office, the Library, the Old Records Building, and the Merrill Lynch Building.

Manatee County Fleet Services Building
Bradenton, Florida

Mr. Clem was the Mechanical Engineer of record for this new 12 bay fleet Service Facility with support offices, storage areas, Break room, Library for records, Rest room Facilities, Mezzanine area. Virgin Fluids distribution to each bay and containment of recovered fluids. Project also included an emergency back-up generator, lightning protection and hotsy wash bay system. Exterior landscaping & irrigation, retention pond, parking areas, storm water piping, & all utilities.

Bryan P. Zapf, P.E. LEED AP

Vice President / Principal

ME3 Consulting Engineers, LLC

EDUCATION:	REGISTRATIONS:
BE Electrical Engineering. SUNY Maritime College, Ft. Schuyler, NY	Professional Engineer. State of Florida. U.S. Green Building Council (LEED AP)

SUMMARY:
Mr. Zapf has 25 years experience in electrical design with governmental, industrial, institutional and educational projects.

City of Sarasota Utilities Administration Building Renovation
Sarasota, Florida

Mr. Zapf served as Electrical Engineer of record for the renovation of this office building. Renovation included HVAC and Lighting using existing fixtures wherever possible to control construction costs.

Sarasota County Fire Station #1
Sarasota, Florida

Mr. Zapf was the Electrical Engineer of record for this new 13,000 sq. ft. Fire Station. The Fire Station is LEED certified and also includes a refueling station for county vehicles. The Building has been designed with daylight harvesting in the apparatus bays, complete tones emergency notification system, solar lighting tubes and full generator backup with a 150mph impact rated enclosure.

Sarasota County Tatum Ridge Soccer Field Lighting
Sarasota, Florida

Mr. Zapf was the Electrical Engineer of record for the lighting of the two north soccer fields at the Tatum Ridge soccer fields. ME3 provided the electrical power design in support of the sports lighting design by Musco. Electrical specifications were provided for inclusion in the project manual to be assembled by the County.

Sarasota County West Jail AHU and Water Heater Replacement
Sarasota, Florida

Mr. Zapf served as Electrical Engineer of record for the HVAC and water heater replacement project. Two aging AHU's were removed and a new RTU was installed all occurring while the building was still fully occupied. A new control system was designed to tie into the existing building automation. The water heaters were replaced with a solar water heater package system.

Manatee County Fleet Services Building
Bradenton, Florida

Mr. Zapf was the Electrical Engineer of record for this new 12 bay fleet Service Facility with support offices, storage areas, Break room, Library for records, Rest room Facilities, Mezzanine area. Virgin Fluids distribution to each bay and containment of recovered fluids. Project also included an emergency back-up generator, lightning protection and hotsy wash bay system. Exterior landscaping & irrigation, retention pond, parking areas, storm water piping, & all utilities.

Manatee County Utilities and Administration Building
Bradenton, Florida

Mr. Zapf was the Electrical Engineer of record for the demolition of the existing Fleet Maintenance and adjoining buildings and the construction of a new ± 15,000 sqft building in the same location, and a new ± 5,000 sqft warehouse building. The new warehouse included a small conditioned office with restroom. Project included a rain harvest system as well as an emergency back-up generator.

Manatee County Central Energy Plant
Bradenton, Florida

Mr. Zapf was the Electrical Engineer of record for the design of this project. The project included the construction of a Central Chiller Plant located in downtown Bradenton, Florida to initially provide chilled water to five (5) Manatee County buildings. The chiller plant includes two 500-ton water cooled chillers with provisions for a future 500-tonn chiller, cooling towers, associated primary distribution pumps, condenser water pumps, a distribution piping network which will serve the five buildings as well as future buildings, and some renovation/retrofit work inside the five buildings in order to connect to the central plant and reduce energy consumption. The five buildings connected to the central energy plant are the Administration Building, the Property Appraiser's Office, the Library, the Old Records Building, and the Merrill Lynch Building.

Manatee County Marine Rescue Headquarters
Bradenton, Florida

Mr. Zapf was the Electrical Engineer of record for the design of this 4,250 GSF first floor boat storage and Group S-1 (moderate hazard), 4250 GSF Second Floor business Group B (civic administration) including office and classroom. Construction is TypeIIB, sprinklered, “Hardened Structure” per FBC Section 432.25 and FEMA 55 Coastal Construction Manual. Project includes a portable generator connection point.

West Manatee Fire and Rescue - Stations 1, 2 and 4. Needs Assessment Study
Bradenton, Florida

Mr. Zapf was the Electrical Engineer of record for this needs assessment study. The scope was to ascertain the apparent condition of the mechanical, electrical, plumbing and fire sprinkler systems at the facilities as well as providing the client with relevant information for space planning.

West Manatee Fire and Rescue. Station #2
Bradenton, Florida

Mr. Zapf was the Electrical Engineer of record for this major renovation and addition. The completed 9,700 sqft single story building includes sleeping quarters, offices, fitness room, kitchen, dining, decon, laundry and apparatus bay. The mechanical, electrical and plumbing design was specific to the district design criteria and includes a back-up generator for use during emergency conditions.

West Manatee Fire and Rescue – Administration Building
Bradenton, Florida

Mr. Zapf was the Electrical Engineer of record for this ±12,000 sq. ft. renovation. The renovated building is the administration headquarters for the districts four fire stations.

East Manatee Fire & Rescue District Fire Station #5
Bradenton, Florida

Mr. Zapf was Project Manager and Electrical Engineer of Record for this new 8,300 sq. ft. fire and rescue station with an apparatus bay, bunk area, kitchen and fitness area. The mechanical, electrical and plumbing design was specific to the district’s design criteria and included a whole-building generator for use during emergency conditions.

RICHARD M. RITZ, PLS

Mr. Ritz has been the Director of Surveying with ***Banks Engineering*** for twenty-one years. During his career, he has performed surveying services for both private and public clients. These services included control surveys, boundary and topographic surveys, right-of-way surveys, hydrographic surveys, mean high water surveys, location of jurisdictional lines, route surveys, construction stake out and as-built surveys. In addition, Mr. Ritz has prepared legal descriptions, sketches, right-of-way mapping and plats for various projects.

Title:
Vice President, Director of Surveying

Project Role:
Survey Manager

Registrations/ Certifications:
Professional Land Surveyor, Florida, No. LS4009

Professional Affiliations:
Director of the Florida Surveying and Mapping Society (FSMS)
FSMS Chapter President of the Year-2006.
FSMS Director of the Year-2012.

Office:
Fort Myers, Florida

Years of Experience:
Forty-four (44)

Years with Banks Engineering:
Twenty-one (21)

REFERENCE PROJECTS

West County Annex Building (Charlotte County, Florida)
This project includes the development of a new approximately 17,950 sf Annex Building located on 10 acres in West County. ***Banks Engineering*** completed the site civil portion of the project including the stormwater, utilities and grading designs for the project; and provided all surveying support related to the design process. ***Banks Engineering*** also obtained all of the site related permits for the project necessary for construction.

Burnt Store Lakes Sidewalks Design (Charlotte County, Florida)
Banks Engineering was the prime consultant for this project which included a total of approximately 2 miles of new sidewalk within the existing Burnt Store Lakes residential community. ***Banks Engineering*** was responsible for the surveying, design, permitting, *construction cost estimating*, bid specifications and limited construction services for the three sidewalk segments (Rio Togas Road, Saragossa Lane, Vincent Avenue).

District One Sheriff's Office (Charlotte County, Florida)
This project includes the development of a new approximately 11,500 sf sheriff office located on 12 acres in West County. ***Banks Engineering*** completed the site civil portion of the project including the stormwater, utilities and grading designs for the project. ***Banks Engineering*** also obtained all of the site related permits for the project necessary for construction.

Harold Avenue Park Concession Buildings (Charlotte County, Florida)
Banks Engineering and Alliance Design Group worked together on this Charlotte County Park Project to replace two existing concession buildings (baseball and softball) with new facilities. This project included modifying the existing layouts of the concession stands while making sure that ADA access was maintained to both of the buildings. Additionally, this project included certifying the site and building through the Green Building Coalition.

TODD R. REBOL, PE

Mr. Rebol, as a Vice President and Principal of ***Banks Engineering***, is responsible for the management of the Port Charlotte branch office which services Charlotte County, DeSoto County, the City of Venice and the City of North Port. As manager, he is responsible for the everyday operations of the office, which includes the management of projects and personnel. He utilizes this to place individuals on a project that will draw upon the individual's best engineering and/or surveying skills for that particular project. In addition to his experience as a manager for ***Banks Engineering***, he has comprehensive experience in the design, permitting, management and construction of a large range of projects for both the public and private sectors.

SELECTED REFERENCE PROJECTS

District One Sheriff's Office (Charlotte County, Florida)
This project includes the development of a new approximately 11,500 sf sheriff office located on 12 acres in West County. ***Banks Engineering*** completed the site civil portion of the project including the stormwater, utilities and grading designs for the project. ***Banks Engineering*** also obtained all of the site related permits for the project necessary for construction.

District Three Sheriff's Office (Charlotte County, Florida)
This project includes the development of a new approximately 16,600 sf sheriff office, 24,600 sf forensic evidence building and an impound area located on 10 acres in Mid County. ***Banks Engineering*** completed the site civil portion of the project including the stormwater, utilities and grading designs for the project; and provided all surveying support related to the design process. ***Banks Engineering*** also obtained all of the site related permits for the project necessary for construction.

West County Annex Building (Charlotte County, Florida)
This project includes the development of a new approximately 17,950 sf Annex Building located on 10 acres in West County. ***Banks Engineering*** completed the site civil portion of the project including the stormwater, utilities and grading designs for the project; and provided all surveying support related to the design process. ***Banks Engineering*** also obtained all of the site related permits for the project necessary for construction.

SPECIFIC PROJECT ATTRIBUTES

- Management experience in coordination with multi-discipline projects.
- Permitting experience in obtaining Southwest Florida Water Management District Permits.
- Experience in working with Project Manager.
- Experience with projects in Charlotte County.

Title:
Vice President

Project Role:
Principal in Charge – Site Design

Education:
B.S., Mechanical Engineering, University of South Florida, 2001

Registrations/ Certifications:
Professional Engineer, Florida, No. 64040

Professional Affiliations:
Charlotte County Industrial Development Authority
Charlotte County Economic Partnership
Charlotte County Chamber of Commerce
Charlotte/DeSoto Building Industry Association

Office:
Port Charlotte, Florida

Years of Experience:
Sixteen (16)

Years with Banks Engineering:
Sixteen (16)

CLAYTON W. REBOL, P.E.

As a Project Manager with ***Banks Engineering***, Mr. Rebol is responsible for managing the design, permitting and construction aspects for a larger variety of development projects. He has garnered considerable experience in the preparation of engineering construction plans and local, state, and federal permitting. Mr. Rebol has comprehensive experience in the design and analysis of a large range of civil engineering fields, including but not limited to, wastewater collection and conveyance systems, roadway improvements, sidewalk design and utility improvements. Additionally, he has valued experience in completing construction inspection, cost estimating and design modeling. Mr. Rebol has a strong knowledge in the permit requirements and current rules and regulations that will be critical for a successful project.

SELECTED REFERENCE PROJECTS

District Three Sheriff's Office (Charlotte County, Florida)
This project includes the development of a new approximately 16,600 sf sheriff office, 24,600 sf forensic evidence building and an impound area located on 10 acres in Mid County. ***Banks Engineering*** completed the site civil portion of the project including the stormwater, utilities and grading designs for the project; and provided all surveying support related to the design process. ***Banks Engineering*** also obtained all of the site related permits for the project necessary for construction.

West County Annex Building (Charlotte County, Florida)
This project includes the development of a new approximately 17,950 sf Annex Building located on 10 acres in West County. ***Banks Engineering*** completed the site civil portion of the project including the stormwater, utilities and grading designs for the project; and provided all surveying support related to the design process. ***Banks Engineering*** also obtained all of the site related permits for the project necessary for construction.

Tringali Park Improvements (Charlotte County, Florida)
Banks Engineering worked on this Charlotte County Park project to improve ADA access and correct an existing drainage problem for the facility. Our firm analyzed our collected survey data to evaluate existing sidewalk slopes and low lying areas. We then proceeded to design a new sidewalk and ramp for access to the tennis courts; as well as, adding additional structures and pipes to address the drainage issue.

SPECIFIC PROJECT ATTRIBUTES

- Management experience in coordination with multi-discipline projects.
- Permitting experience in obtaining Southwest Florida Water Management District Permits.
- Experience in working with Project Manager.
- Experience with projects in Charlotte County.

Company Title:
Project Manager

Project Role:
Project Engineer

Education:
B.S., Civil Engineering, University of South Florida, 2004

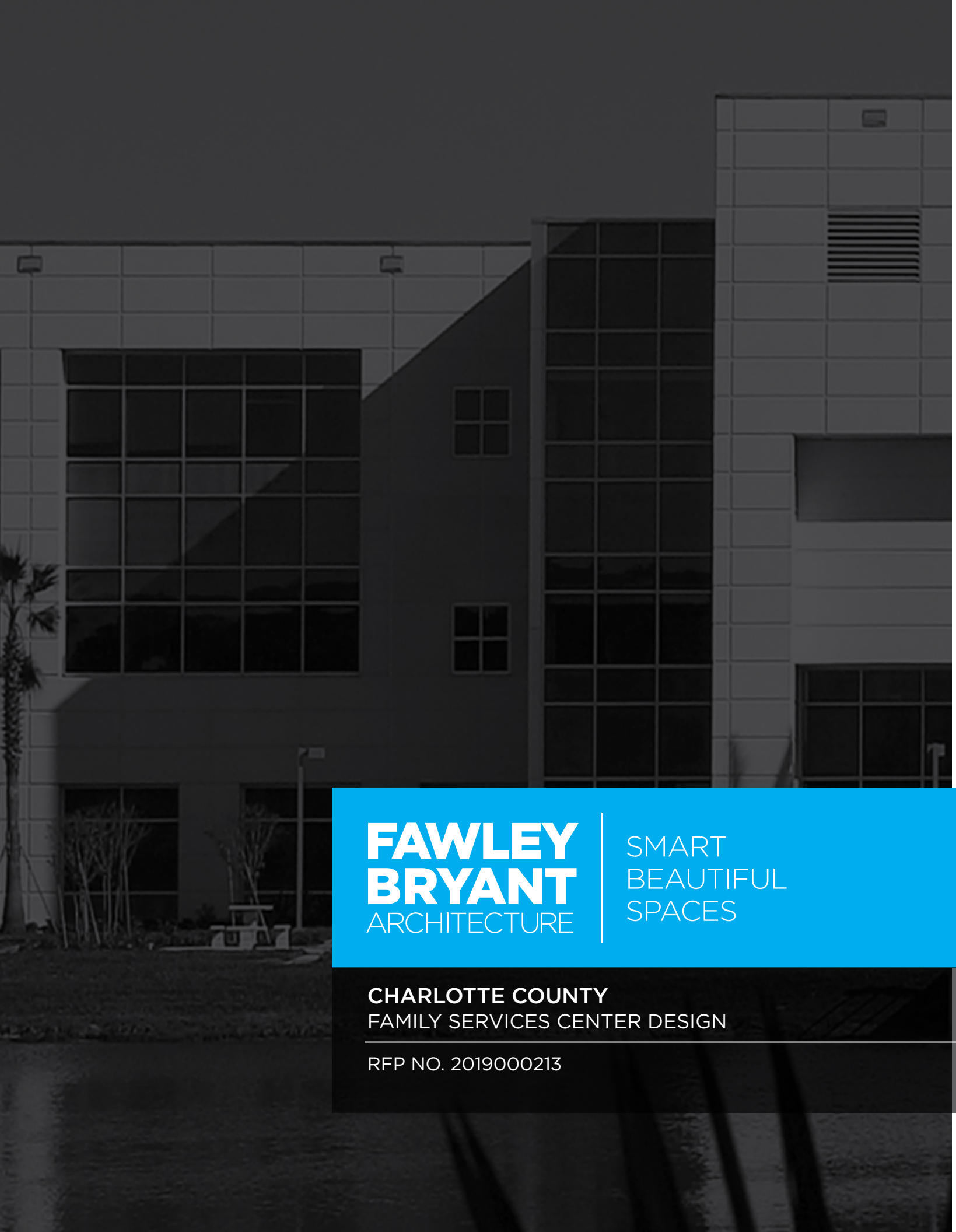
Registrations/ Certifications:
Professional Engineer, Florida, No. 70173

Professional Affiliations:
American Society of Civil Engineers
Charlotte/DeSoto Building Industry Association

Office:
Port Charlotte, Florida

Years of Experience:
Twelve (12)

Years with Banks Engineering:
Twelve (12)



MANAGEMENT PLAN

FAWLEY BRYANT ARCHITECTURE

SMART BEAUTIFUL SPACES

CHARLOTTE COUNTY
FAMILY SERVICES CENTER DESIGN

RFP NO. 2019000213

PROJECT TEAM RESPONSIBILITIES

● LEAD ROLE ○ ASSIST ROLE	Fawley Bryant Architecture	Banks Consulting	ME3 Engineering	Hees & Assoc.
Project Management	●			
Conceptual Site Planning	●	○		
Programming Support Services	●			
Schematic Design	●			
Design Development	●			
Civil Engineering		●		
Construction Documents	●			
Construction Administration	●			
Construction Cost Estimating	○			
Landscape Architecture		●		
MEP			●	
Sustainability	●	○	○	○
Space Planning & FF&E Layout	●			
FF&E, Finishes, Signage Design / Selection	●			
Site Inventory and Analysis	●	○		
Structural Engineering				●
Systems Performance Criteria Development			●	
Public Input Process Support	●			
State Agency Systems Coordination	●			
Construction Manager Contract Support	●			
Construction Contract Support	●			

CONSULTANTS ENGINEER FIRMS

Fawley Bryant Architecture (FBA) has reviewed credentials and experience of many local engineering firms and have selected the following teams to be a part of this project. With more than a decade long history of combined projects, we are confident in our ability to work collaboratively, and in their ability to produce timely, cost-conscious recommendations.

HEES & ASSOCIATES

STRUCTURAL ENGINEERING

Hees & Associates (H&A) is a Florida Veteran Owned Small Business (VOSB) offering structural engineering services. They specialize in public, commercial and residential structures as well as threshold inspections. H&A will be responsible for the structural analysis and desgn for the load bearing elements of the project. They will also be responsible for the structural aspects of construction administration.

ME 3 CONSULTING ENGINEERS

MECHANICAL, ELECTRICAL, PUMBING, FIRE PROTECTION ENGINEERING

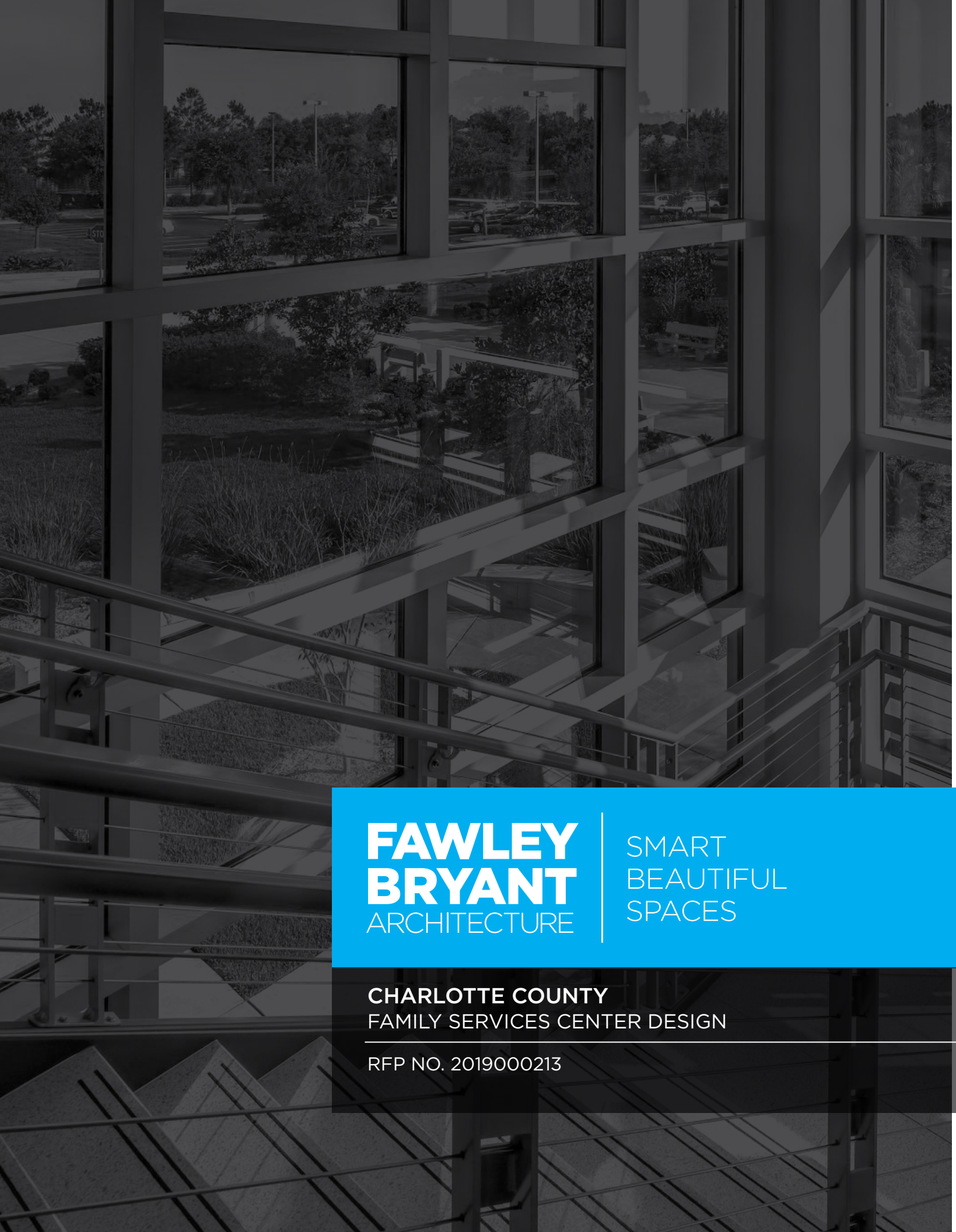
ME3 is a full service mechanical, electrical and plumbing engineering firm. Their project approach mirrors that of FBA in that the relationship with the client is of utmost importance. A Principal of the firm will be in charge of every aspect of the project, from schematic design through construction. With over 70 years of combined experience they strive to anticipate and solve problems early in the project to reduce the time and cost of discovering issues later. They will provide all M.E.P. engineering services for this project.

BANKS ENGINEERING

CIVIL ENGINEERING

Banks Engineering is a civil engineering, planning and surveying firm offering professional services to meet the needs of our public and private clients throughout the state of Florida. Their corporate headquarters in locationed in Fort Myers, however services will be primarily conducted from their Port Charlotte office. With a well experienced staff they are able to provide a full range of professional services, from concept to construction, including surveying, land planning, engineering design, permitting and construction services to meet the projects needs and goals. In addition, Banks Engineering, not only offers a highly technical experienced team, but also offers a team that has a wealth of knowledge as to local codes and regulations and policies of the reviewing agencies. This experience has been provided to public and private clients for the development of a large range of projects.

Individual roles & responsibilities can be found in Tab I on page 3.



III EXPERIENCE OF TEAM

FAWLEY BRYANT ARCHITECTURE

SMART
BEAUTIFUL
SPACES

CHARLOTTE COUNTY
FAMILY SERVICES CENTER DESIGN

RFP NO. 2019000213

EXPERIENCE RELEVANT PROJECTS

In order to illustrate our past government experience we have outlined a list of current and past public entities we have held continuing services contracts with and/or completed projects for. These contracts cover a wide variety of project types, including: small and large renovations, remodels, studies and master plans. These clients represent federal, state, county, city, university and K-12 schools.

CITY	COUNTY	SCHOOL BOARD	PUBLIC SECTOR
Bradenton	Charlotte	Charlotte	USPS
North Port	Glades	DeSoto	FL. Dept. of Managementt Services
Palmetto	Hardee	Hardee	Sarasota Bradenton International Airport
Punta Gorda	Hendry	Manatee	USF Manatee-Sarasota
Sarasota	Manatee	Polk	SCF Manatee-Sarasota
Venice	Sarasota	Sarasota	New College of Florida

HISTORY OF COMMUNITY IMPACT

Fawley Bryant Architecture (FBA) has over two decades of providing design services with the betterment of the community in mind. Additional clients and projects have included work for:

Goodwill Corporate Headquarters
Goodwill Donation Centers
Salvation Army
Pace Center for Girls
Hope Family Services
Turning Points
Bill Galvano OneStop Center
Visible Mens Academy
Boys & Girls Club
YMCA (Various)
Taylor Community Center

EXPERIENCE CM METHOD

FBA brings an extensive background working with the Construction Manager (CM) delivery method. We believe that experience offers great potential to contribute to the design and delivery of an excellent project. Working with a construction manager early in the design of the project leads to better cost control, an appropriate schedule and a higher quality project through discussions about constructability and document legibility. There are two areas we focus on in our approach to coordinating with the contruction manager, which will have the most significant impact on outcomes.

PARTNERING + CONTINUITY

PARTNERING

First step to our approach is to formally partner with the CM team, the County and the the users, resulting in a higher quality project in the end. Developing shared goals, indentifying obstacles to success and processes to address them, sharing lessons learned, and most importantly, identifying the lines of communication and issue resolution strategies are all key to successful outcomes.

CONTINUITY

The continuity of staff for both the design team and the CM team is important in order to maintain the design intent through construction and to realize the cost and schedule benefits that help shape the design of systems. Our key team members who will lead the project during design and documentation will see the project through construction, and as your advocate, we will push for the same engagement from the CM.

EXPERIENCE THE PERMITTING PROCESS

Our team members have provided professional planning, architecture, engineering, and environmental consulting services on projects in Charlotte County for private and public sector clients. The completion of these projects have made positive, long-term economic impacts on the County and surrounding communities.

Our team approaches the jurisdictional approval in a proactive manner. We have a track record of proven partnerships with local jurisdictions that have expedited the review processes.

- The design team will meet with Charlotte County at the schematic design level to discuss phasing, site design materials, cost and any potential concerns they may have.
- We will utilize full 3D visualization tools, allowing all members of the team and County to clearly understand and see the intent of the project.
- Our team maintains regular contact with key regulatory agencies and their decision-makers. This rich network of interpersonal relationships enables us to provide expeditious services relative to the critical agency reviews and approvals to deliver our projects.
- Our team understands not only agency procedures but also their expectations, enabling us to minimize delays and revision of submittals.
- Our professionals are well informed regarding the latest changes and status of rules, as a result, we are well equipped to assist with permitting and mitigation program development processes.
- Our team has successfully represented developers before numerous federal, state, and local agencies.
- We are experienced in preparing permit applications for these agencies, we know what is required to gain approval, and we excel in providing the highest level of coordination to facilitate the permitting process for our clients.

EXPERIENCE FIXED PROJECT BUDGET

Designing to a project budget requires that the team has a full understanding of the total scope and scale of the project. The team will have to be able to prioritize design needs so that the user gets exactly what is needed and not necessarily what is wanted. Working with the CM will be critical to the understanding the changing construction costs and adapting the design to accommodate market conditions.

Refer to Cost Controls on page 29 of Tab V for further details and methods of doing so.

CAPABILITIES

A DIGITAL COLLABORATION

Fawley Bryant Architecture (FBA) employs an engaging process that results with the client and users better understanding the design and taking a stake in its development.

DESIGN & REVIEWS

We utilize the tools of our craft as transparently as possible. We generate appropriate media at the right time to facilitate conversations. Our mastery of design tools serves and enhances our collaboration efforts.

PRODUCTION

Technical drawings and documents created by FBA utilize 3D Building Information Models (BIM). Our modeling tools advance our conversation with the client spatially, offer cost saving features such as energy modeling and clash detection, as well as increase the accuracy required for permit drawings & construction.

PRESENTATION

Because the project is produced in 3D, visualization for presentation purposes is readily available. We can provide video animations, rendered still images, and mobile tablet-based VRML models that allow a realistic interaction with the project.

> "A true confidence in our craft allows our designers to work collaboratively, in real-time, in front of our clients. This unique process helps foster conversation and quickly turns words and ideas into 3D models to explore."
>
> **Stuart Henderson,**
> Principal, Director of Design

TOOLS AND TECHNOLOGY

At Fawley Bryant Architecture, we work collaboratively, in real-time, in front of our clients. This unique process helps foster conversation and quickly turns words and ideas into 3D models to explore. As one of the first firms to start using Autodesk Revit, our staff has years of hands on experience. We have also mastered Lumion and SketchUp, the latest industry software.

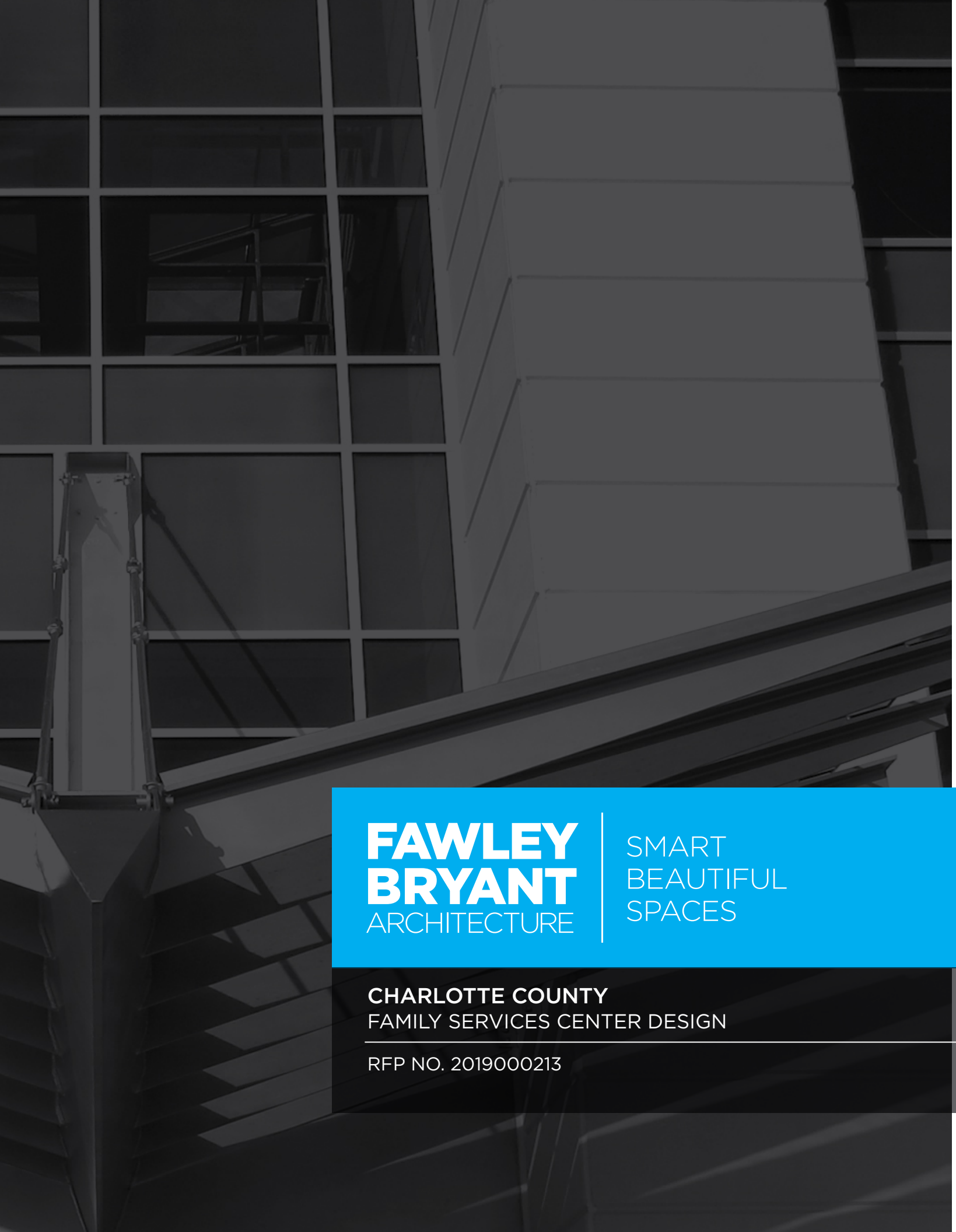
We require our MEP and Structural Engineers to utilize these tools as well. This allows us to deliver a cross-disciplined, integrated design that minimizes human error and saves our clients time and money.

While these trade tools produce awe-inspiring, life-like renderings, they offer much more than visual aid. They conjure up confidence that your project is everything you envision.

B.I.M.

CONCEPTUAL RENDERING

COMPLETED BUILDING



IV LOCATION

FAWLEY BRYANT ARCHITECTURE

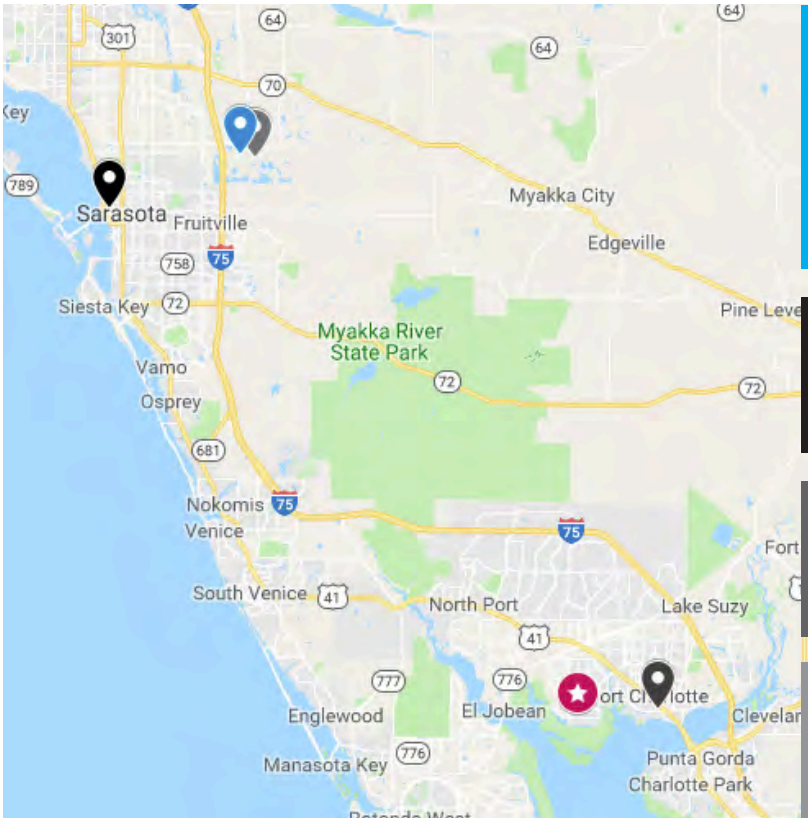
SMART BEAUTIFUL SPACES

CHARLOTTE COUNTY
FAMILY SERVICES CENTER DESIGN

RFP NO. 2019000213

LOCATION OFFICE INFORMATION

Fawley Bryant Architecture features two offices, with all day-to-day operations and staffing being located in our Sarasota headquarters.



Fawley Bryant Architecture
5391 Lakewood Ranch Blvd. Ste 300
Sarasota, FL 34240
P (941) 343 - 4070

2nd Office:
1001 Manatee Ave. W
Bradenton, FL 34205

Hees & Associates
1381 5th Street
Sarasota, FL 34236
P (941) 955 - 4555

Banks Engineering
4161 Tamiami Trail #501
Port Charlotte, FL 33952
P (941) 625 - 1165

ME3 Consulting Engineers
5300 Paylor Lane
Sarasota, FL 34240
P (941) 748 - 1319

11
YEARS IN CURRENT OFFICE

7
STAFF MEMBERS LIVE LOCALLY

3
NUMBER OF SUBCONSULTANTS WITH LOCAL OFFICES

PART IV - SUBMITTAL FORMS
PROPOSAL SUBMITTAL SIGNATURE FORM

1.	Project Team Name and Title	Years experience	City of office individual will work out of for this project	City individual's office is normally located	City of individual's residence
	Steve Padgett, Principal-In-Charge	22	Sarasota	Sarasota	Bradenton
	Harold "Chip" Swider	25	Sarasota	Sarasota	Sarasota
	Stu Henderson	19	Sarasota	Sarasota	Bradenton
	Sarah Colandro	29	Sarasota	Sarasota	Palmetto
	Katy Witting	6	Sarasota	Sarasota	Palmetto

2.	Magnitude of Company Operations	
	A) Total professional services fees received within last 12 months:	$ 6,400,000
	B) Number of similar projects started within last 12 months:	3
	C) Largest single project to date:	$ 120,000,000

3.	Magnitude of Charlotte County Projects	
	A) Number of current or scheduled County Projects	1
	B) Payments received from the County over the past 24 months (based upon executed contracts with the County).	$ 1,124,648.41

4.	Sub-Consultant(s) (if applicable)	Location	% of Work to be Provided	Services to be Provided
	Banks Engineering	Port Charlotte, FL	20	Civil Engineering
	Hees & Associates	Sarasota, FL	10	Structural Engineering
	ME3 Consulting Engineers	Sarasota, FL	20	M.E.P. Engineering

5.	**Disclosure of interest or involvement:** List below all private sector clients with whom you have an active pending contract and who have an interest within the areas affected by this project. Also, include any properties or interests held by your firm, or officers of your firm, within the areas affected by this project.	
	Firm	Address
	Phone #	Contact Name
	Start Date	Ending Date
	Project Name/Description	

NAME OF FIRM Fawley Bryant Architecture

(This form must be completed and returned)

6. Minority Business:	**Yes** _____ **No** X
The County will consider the firm's status as an MBE or a certified MBE, and also the status of any sub-contractors or sub-consultants proposed to be utilized by the firm, within the evaluation process.	
Comments or Additional Information:	
Hees & Associates is a Florida Veteran Owned Small Business (VOSB)	

The undersigned attests to his/her authority to submit this proposal and to bind the firm herein named to perform as per contract, if the firm is awarded the Contract by the County. The undersigned further certifies that he/she has read the Request for Proposal, Terms and Conditions, Insurance Requirements and any other documentation relating to this request and this proposal is submitted with full knowledge and understanding of the requirements and time constraints noted herein.

By signing this form, the proposer hereby declares that this proposal is made without collusion with any other person or entity submitting a proposal pursuant to this RFP.

As Addenda are considered binding as if contained in the original specifications, it is critical that the Consultant acknowledge receipt of same. The submittal may be considered void if receipt of an addendum is not acknowledged.

Addendum No. 1 Dated 2/6/19 Addendum No._____ Dated_____ Addendum No._____ Dated_____

Addendum No._____ Dated_____ Addendum No._____ Dated_____ Addendum No._____ Dated_____

Type of Organization (please check one):

INDIVIDUAL ( )
PARTNERSHIP ( )
CORPORATION (X)
JOINT VENTURE ( )

Fawley Bryant Architects Inc.
Firm Name

(941) 343 - 4070
Telephone

(941) 749 - 5747
Fax

Fawley Bryant Architecture
Fictitious or d/b/a Name

65-0504213
Federal Employer Identification Number (FEIN)

5391 Lakewood Ranch Blvd. N Suite 300
Home Office Address

Sarasota, FL 34240
City, State, Zip

25
Number of Years in Business

Address: Office Servicing Charlotte County, other than above

Name/Title of your Charlotte County Rep.

Telephone

Fax

Steve Padgett, Principal-In-Charge
Name/Title of Individual Binding Firm (Please Print)

Signature of Individual Binding Firm

02/14/2019
Date

steve.padgett@fawley-bryant.com
Email Address

(This form must be completed & returned)

AFFIDAVIT

Proposer affirms that information provided as it relates to Location & Facilities of Working Office is true and meets the definition and criteria as defined below:

Local office means the company has a valid Business Tax License issued by Charlotte County, Sarasota County or DeSoto County for at least 6 months prior to the proposal submission to do business within Charlotte County, Sarasota County or DeSoto County that authorizes the business to provide the services, and a physical business address located within the limits of Charlotte County, Sarasota County or DeSoto County from which the company operates or performs business. Post Office Boxes are not verifiable and shall not be used for the purpose of establishing said physical address. In addition to the foregoing, a company shall not be considered having a "Local Office" unless it contributes to the economic development and well-being of Charlotte County, Sarasota County or DeSoto County in a verifiable and measurable way (as identified by the criteria below). Also, companies must demonstrate and document the in-County/in-office capability and availability of the personnel working in the local office and the type of services performed at this location that is pertinent to the type of project. Companies shall affirm in writing their compliance with the foregoing at the time of submitting their proposal to be eligible for consideration as having a "Local Office". A company who misrepresents the local preference status of its company in a proposal to the County will lose the privilege to claim local preference for a one year period.

Please identify below by placing a checkmark next to the appropriate criteria and related points. Also, provide any documentation that substantiates the information given in this affidavit. Charlotte County reserves the right to request supporting documentation as evidence to substantiate the information given in this affidavit. Failure to do so will result in the proposer's submission being deemed non-responsive.

Location & Facilities of Working Office:

Length of time "Local Office" established:

X Local Office has been established more than 3 years	15 Points
__ Local Office has been established between 1 to 3 years	10 Points
__ Local Office has been established between 6 months to 1 year	5 Points
__ Local Office has been established less than 6 months	0 Points

Location of "Local Office":

X Headquarters located within the boundaries of Charlotte, Sarasota, or DeSoto County	20 Points
__ Satellite office located within the boundaries of Charlotte, Sarasota, or DeSoto County	15 Points
__ No local office presence	0 Points

Residencies of personnel which live in Charlotte, Sarasota or DeSoto County and are employed with the Prime Firm's Office; the Prime Firm's Office is defined as the office performing the services for this project:

__ 50 % or more live in Charlotte, Sarasota or DeSoto County *	5 Points
__ 25 % to 49 % live in Charlotte, Sarasota or DeSoto County *	3 Points
X Up to 25 % live in Charlotte, Sarasota or DeSoto County *	2 Points
__ None of the personnel live in Charlotte, Sarasota or DeSoto County	0 Points

*Personnel Affidavit attached to be completed by each person living in Charlotte, Sarasota or DeSoto County.

NAME OF FIRM Fawley Bryant Architecture

(This form must be completed and returned)

Affidavit Cont'd:

Use of Local Sub-Consultants (Sub-Consultants meeting "Local Office" definition):

X Local Sub-Consultants on team with Prime	10 Points
__Local Prime is performing all services in-house	10 Points
__No local Sub-Consultants on team	0 Points

Sub-Consultant Name: Banks Engineering // Hees & Assoc. // ME3 Consulting Engineers

Address: Port Charlotte, FL // Sarasota, FL // Sarasota, FL

****

Company Name: Fawley Bryant Architecture

Signature: _____

Title: Principal - In - Charge

Year Business Established: 1994 Circle the appropriate County: Charlotte DeSoto Sarasota

State of Florida
County of _____

Sworn to and subscribed before me, a Notary Public, for the above State and County on this _____ Day of _____, 20____.

_____ _____
Notary Public Commission Expiration

(Affix Official Seal)

The signee of this Affidavit guarantees, as evidenced by the sworn affidavit required herein, the truth and accuracy of this affidavit to interrogatories hereinafter made.

(This form must be completed & returned)

DRUG FREE WORKPLACE FORM

The undersigned vendor in accordance with Florida Statute 287.087 hereby certifies that Fawley Bryant Architecture does:
(name of business)

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).

4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.

6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

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

Proposer's Signature

02/14/2019
Date

END OF PART IV

(This form must be completed & returned)

PERSONNEL AFFIDAVIT

The undersigned affiant says as an employee of the proposer listed below that "I live within the boundaries of Charlotte County, Sarasota County or Desoto County".

Proposer / Company Name: Fawley Bryant Architecture

Request for Proposal Number: 2019000213

Title of Project: Family Services Center Design

Circle the appropriate County: Charlotte DeSoto Sarasota

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: James Hugglestone

Signature:

Title: Project Architect

WITNESSES:

Signed By:

Print Name: Courtney Turco

Date: 02.14.19

Signed By: Amanda Parrish

Print Name: Amanda Parrish

Date: 2-14-19

PERSONNEL AFFIDAVIT

The undersigned affiant says as an employee of the proposer listed below that "I live within the boundaries of Charlotte County, Sarasota County or Desoto County".

Proposer / Company Name: Fawley Bryant Architecture

Request for Proposal Number: 2019000213

Title of Project: Family Services Center Design

Circle the appropriate County: Charlotte DeSoto Sarasota

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: Harold "Chip" Swider

Signature:

Title: Project Manager

WITNESSES:

Signed By:

Print Name: Courtney Turco

Date: 02.14.19

Signed By:

Print Name: Amanda Parrish

Date: 2-14-19

PERSONNEL AFFIDAVIT

The undersigned affiant says as an employee of the proposer listed below that "I live within the boundaries of Charlotte County, Sarasota County or Desoto County".

Proposer / Company Name: Fawley Bryant Architecture

Request for Proposal Number: 2019000213

Title of Project: Family Services Center Design

Circle the appropriate County: Charlotte DeSoto (Sarasota)

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: Santiago Bello

Signature:

Title: Project Designer

WITNESSES:

Signed By:

Print Name: Courtney Turco

Date: 02.14.19

Signed By:

Print Name: Amanda Parrish

Date: 2-14-19

PERSONNEL AFFIDAVIT

The undersigned affiant says as an employee of the proposer listed below that "I live within the boundaries of Charlotte County, Sarasota County or Desoto County".

Proposer / Company Name: Fawley Bryant Architecture

Request for Proposal Number: 2019000213

Title of Project: Family Services Center Design

Circle the appropriate County: Charlotte DeSoto Sarasota

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: Juan Ocaña

Signature: J Ocaña

Title: Project Coordinator

WITNESSES:

Signed By: CT

Print Name: Courtney Turco

Date: 02.14.19

Signed By: Amanda Parrish

Print Name: Amanda Parrish

Date: 2-14-19

PERSONNEL AFFIDAVIT

The undersigned affiant says as an employee of the proposer listed below that "I live within the boundaries of Charlotte County, Sarasota County or Desoto County".

Proposer / Company Name: Fawley Bryant Architecture

Request for Proposal Number: 2019000213

Title of Project: Family Services Center Design

Circle the appropriate County: Charlotte DeSoto Sarasota

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: Page Wolfer

Signature: Page Wolfer

Title: Senior BIM Technician

WITNESSES:

Signed By: [illegible]

Print Name: Courtney Turco

Date: 02.14.19

Signed By: Amanda Parrish

Print Name: Amanda Parrish

Date: 2.14.19

PERSONNEL AFFIDAVIT

The undersigned affiant says as an employee of the proposer listed below that "I live within the boundaries of Charlotte County, Sarasota County or Desoto County".

Proposer / Company Name: BEI Engineering Group, Inc. dba Banks Engineering

Request for Proposal Number: 2019000213

Title of Project: Family Services Center Design

Circle the appropriate County: Charlotte DeSoto Sarasota

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: Todd R. Rebol, P.E.

Signature:

Title: Vice President

WITNESSES:

Signed By: Heather Polito

Print Name: Heather Polito

Date: 02/11/19

Signed By: Chelsea Longstreet

Print Name: Chelsea Longstreet

Date: 02/11/19

PERSONNEL AFFIDAVIT

The undersigned affiant says as an employee of the proposer listed below that "I live within the boundaries of Charlotte County, Sarasota County or Desoto County".

Proposer / Company Name: MEB CONSULTING ENGINEERS LLC

Request for Proposal Number: 2019000213

Title of Project: FAMILY SERVICES CENTER DESIGN

Circle the appropriate County: Charlotte DeSoto Sarasota

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: BRYAN P. ZAPF

Signature: [signature]

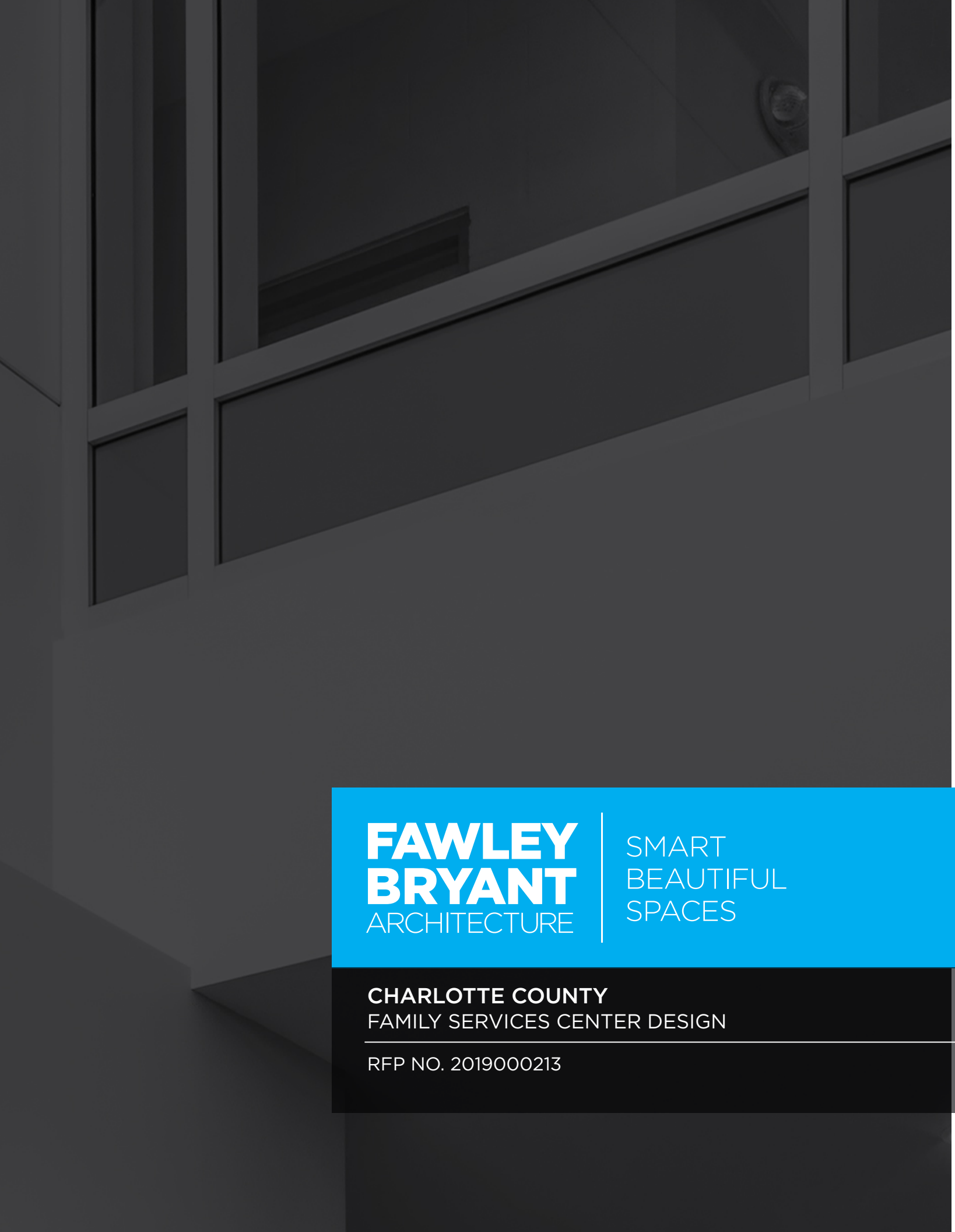
Title: VICE-PRESIDENT

WITNESSES:

Signed By: [signature] Signed By: _____

Print Name: SIDNEY PRICHARD Print Name: _____

Date: 2/11/19 Date: _____



V PROJECT CONTROL

FAWLEY BRYANT ARCHITECTURE

SMART
BEAUTIFUL
SPACES

CHARLOTTE COUNTY
FAMILY SERVICES CENTER DESIGN

RFP NO. 2019000213

PROJECT CONTROLS SCHEDULE TECHNIQUES

OWNER'S RESPONSIBILITY TO TIME:

- To assemble and meet at request of Architect
- Respond to requests in a timely fashion
- Establish line of authority and decision making
- Be flexible in review of design
- Finalize building program, QUICKLY
- Order furniture, fixtures and equipment in a timely fashion
- Begin utility as-built survey, IMMEDIATELY
- Pre-qualify subcontractors to avoid delays
- Experience working with Architect

BUILDING DESIGN RESPONSIVE TO TIME AND NEEDS:

- Simple building envelope for quick construction and ease of maintenance
- No intricate, time-consuming and costly details
- No long-lead materials or building systems
- Efficient mechanical and plumbing layout

CONTRACTOR'S SERVICES FOR TIMELY CONSTRUCTION:

- Construction management delivery process
- Assist Architect in design of timeliest building system
- Fast-track construction with phased approach
- Purchase building materials as soon as possible
- Evaluate plans for building constructability and market driven costing
- Be flexible with the Owner and Architect

EARLY DELIVERY OF ARCHITECT'S SERVICES:

- Willingness of Architect to PRIORITIZE project
- Selected Firm must be large enough to produce the work
- Local firms respond quicker
- Experienced with local codes and regulations
- Respond to Contractor's and Owner's requests quickly
- Simple, straightforward design approach
- Consultants' past experience with Architect
- Team's commitment to using B.I.M.
- Clear Understanding of Sustainable Design Goals

PROJECT CONTROLS SCHEDULE

In April 2018, Fawley Bryant Architecture (FBA) completed the Charlotte County West County Annex Building, a project similar in size, scope and phasing. The West County Annex Building, is a 20,000 sq.ft new facility, designed and constructed in phases to serve multiple tenets with central access. The original contract date for completion was July 3, 2018. With careful planning and coordination, and working closing with the design team, owner, and construction manager, FBA was able to accelerate the schedule by over two months. The West County Annex building was completed on April 26, 2018.

The project also came in under budget, with an overall project savings of over 1 million dollars on a 5.5 million-dollar GMP. That's nearly a 20% savings. The accelerated schedule accounted for $150,000 of that savings. The additional savings derived for smart design, working with the CM on available materials, the owners flexible schedule and preparation for FF&E, and understanding the current construction market conditions (value and cost of construction).

After all designs were completed, the construction phasing for West County Annex included the steps below. We anticipate your project will follow the same sequencing.

PHASE 1
Construction of the new 20,000 sq. ft. building on the empty portion of the site. This will include storm water, limited initial parking, circulation, and access. During this time all staff continued to operate, uninterrupted, out of the existing building.

PHASE 1.5
Work with the owner to plan enough time for all users/tenants to move out of the existing building and into the new building. Time should permit all coordination of services, data, power, furniture delivery, etc. The goal is to have the new building operational before scheduling the sequencing of demolition.

PHASE 2
Review and securing the site for safety. Demolition of existing facility.

PHASE 3
Complete the balance of site work. To include lighting, sidewalks, landscape, drainage, parking and potential storm water needs.

Starting with programing, planning and design, FBA has worked closely with the owner and the CM, to ensure that the design portion of all Charlotte County projects are completed within the 365-day timeline outlined in the RFP. To date, FBA and our design team, in conjunction with Charlotte County has never exceeded 8-months of

DESIGN SCHEDULE

Programming Planning (Concepts/Schematic Design)	2 Months								
Design Development			2 Months						
Civil Design			3 Months						
Construction Documents					3 Months				
Civil Permitting						3 Months			
Permitting/GMP & Board Approval								2 Months	

▲ Indicates milestones for budget and schedule checks.

PROJECT CONTROLS QUALITY & COST

Our goal in establishing and managing the budget is to provide the County design team, and your department representatives all of the scope and cost information necessary to make fully informed decisions. To accomplish this goal, the Construction Manager, will assume ownership of the project budget immediately upon selection and will lead the team efforts during programming and pre-construction to ensure successful development of a Project Budget that aligns with the County's phasing and funding constraints, while still allowing our team to meet the programmatic needs of the project.

Our team will take a proactive approach and identify cost elements in advance of design documents being developed. This approach will prove beneficial to the project since it will help lead the design team to develop drawings and specifications that support the overall budget. This proactive approach will also foster an efficient design process that focuses on "getting it right the first time" thus reducing re-design effort and increasing overall team productivity. As an added benefit, our proactive approach will provide real time validation of program and design decisions, helping the team focus on critical issues affecting both budget and schedule.

The next cost control step for our team will be to review this Project Budget model with all of the project stakeholders and validate the assumptions it contains. Our team will lead the effort to thoroughly review of the Initial Cost Model Estimate. If budget concerns are identified, we will be prepared to conduct cost management work sessions to identify opportunities to reduce cost, enhance the value, or adjust the phasing as needed to meet the project goals. We will formally log and track these opportunities and will continuously update and reconcile the estimate with the approved revisions.

In addition to the formal estimates identified above, we envision preparing a series of value management studies for each of the major systems and subsystems in the building. We will work with the County to identify options for consideration, and will in each case evaluate cost, ease of construction, impact on the schedule, ease of maintenance and durability, in addition to providing clear and concise cost information to facilitate decision making.

5 STEPS FOR EFFECTIVE COST CONTROL

1. The use of realistic, not optimistic, cost figures throughout the work, particularly in the its early stages.
2. Utilizing accurate 3D modeling and visualization tools, the team makes informed decisions and in value engineering.
3. Generation of as much accurate construction information as possible during the design phase of the work.
4. The frequent review of construction activities and costs.
5. The relationship developed between the County, Architect and Contractor.

THE FAWLEY BRYANT ARCHITECTURE TEAM:

- Researches cost effective options
- Attends continuing education to stay up to date with trends, technologies and costs.
- Consults with CM, consultants, and sales reps.
- Reviews substitutions and alternate pricing during bid/negotiation and construction phases.
- Holds on-site reviews of construction.

PROJECT CONTROLS ON THE BOARDS

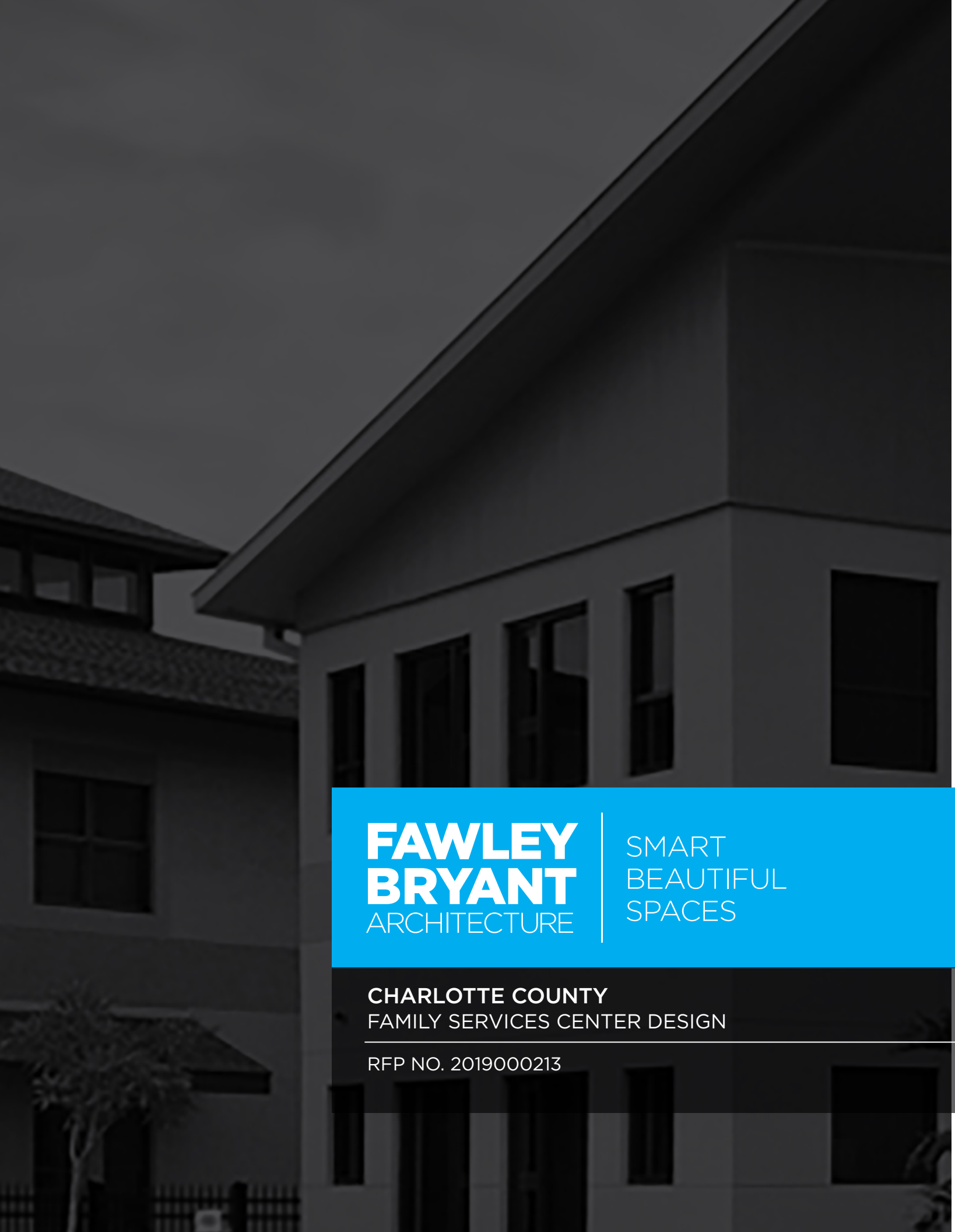
Fawley Bryant Architecture (FBA) is a team of highly qualified and motivated individuals that work together as a cohesive unit. Our team features 6 project managers, an integrated interior design department, 4 support staff members and 3 technical staff members.

FBA has always been strategic when selecting projects to pursue. We never accept or respond to a solicitation that we would not be able to properly manage. We have over two decades of experience in continuing services contracts and are confident in our ability to perform.

CURRENT VOLUME

PROJECT	DESIGN PHASE	PERMITTING/ BIDDING	CONSTRUCTION ADMINISTRATION
City of Bradenton Fire Station	●		
Bradenton Christian School	●		
Equity Lifestyle Properties - Everglades Lakes	●		
Equity Lifestyle Properties - Harmony Hall	●		
Equity Lifestyle Properties - Oaks @ Colony Cove	●		
IMG Academy Academic Center Addition		●	
Realtors of Sarasota & Manatee County Bradenton Office		●	
Waterside Place		●	
St. Louis Cardinals Batting Tunnels		●	
Atlanta Braves Academy			●
City of Venice Water Treatment Plant			●
Manatee County Life Guard Stations			●
Sarasota County School Board Campus Security Renovations			●
South Florida Museum			●

Project Manager, Chip Swider will have 80% availability for this project.



VI DESIGN APPROACH

FAWLEY BRYANT ARCHITECTURE

SMART
BEAUTIFUL
SPACES

CHARLOTTE COUNTY
FAMILY SERVICES CENTER DESIGN

RFP NO. 2019000213

DESIGN APPROACH METHODOLOGY

PHASE I: **THE WHY**

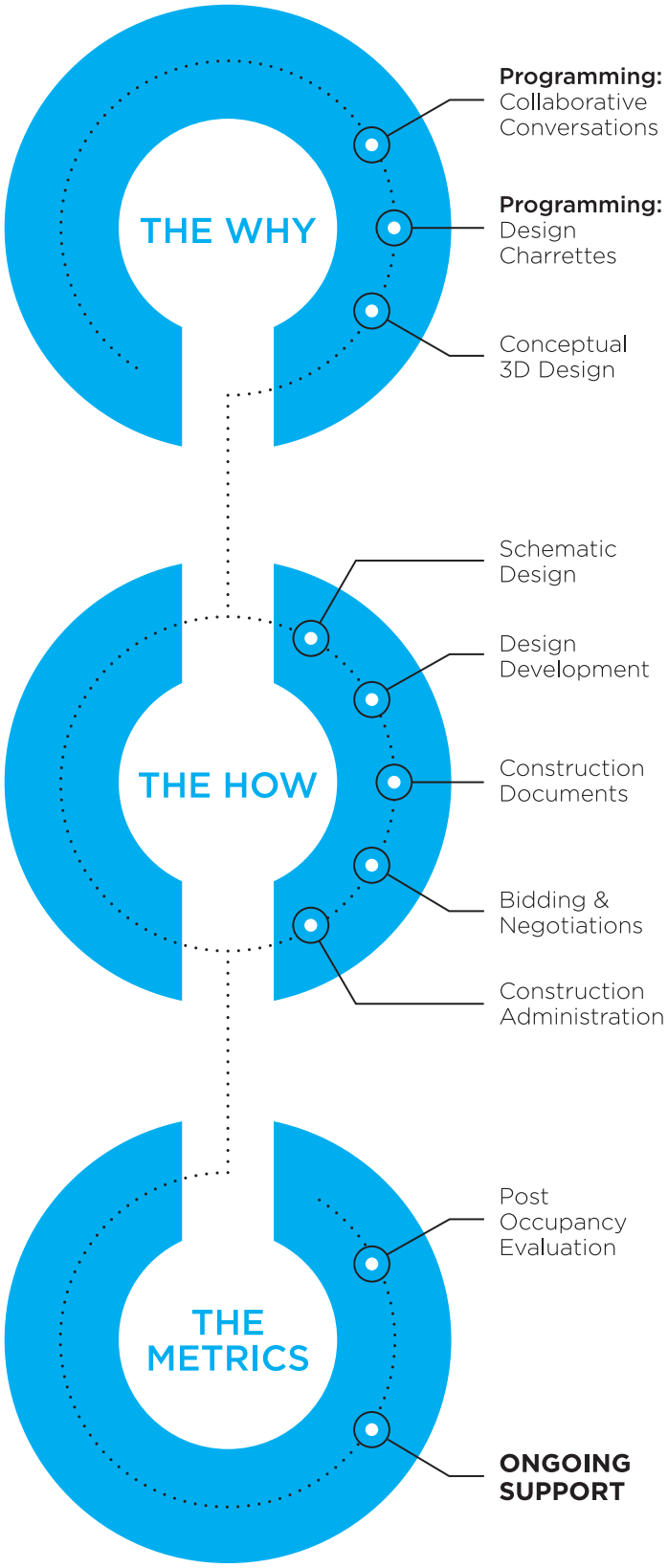
With the belief that buildings are iconic because of what happens within the walls, not the walls themselves, our process starts with you. We seek to understand your purpose, mission and goals. Collaborative conversations and design charrettes uncover true needs and unlock unthought-of opportunities. 3D designs transform words into models and help inform decisions and facilitate discussion. A discovery phase of both quantitative and qualitative components, this first step is our compass for clever solutions and your vision amplified into attainable design.

PHASE II: **THE HOW**

While we do not use technical drawings to communicate with the clients, that detail is provided to our consultants and translates the project for all our industry partners: structural, mechanical and electrical, materials and construction manager. Through the phases of Schematic Design, Design Development and Construction Documents, we act as your advocate, fact-checker and problem solver. In an effort to ensure a transparent partnership, if questions arise 3D models are updated and details are three-dimensionally displayed. We actively evolve design concepts until a solution is reached.

PHASE III: **THE METRICS**

Like the beginning of our process, at the end, we simply like to listen. A Post-Occupancy Evaluation is an opportunity to measure design intent against a tangible result – the only true way to evaluate the success of the project. This research helps us move towards evidence-based design and allows clients a support system for years beyond completion. Our client relationships are built on commitment and trust and this final phase is continual. We are dedicated to the buildings we create and we are dedicated to the clients we serve.



DESIGN APPROACH DETAILED STEPS

Fawley Bryant Architecture (FBA) proposes a six-phase approach to the development of this project:

STEP 1. PROGRAMMING

In the first phase we discover the true needs of the project, develop a vision and set overall project goals. With this in place, we develop design option studies to reach a consensus that sets the project direction for design, production and construction.

STEP 2. SCHEMATIC DESIGN

In the Schematic Design Phase the Team will provide drawings and other documents illustrating the general scope, scale and relationship of project components for approval by the Owner. The schematic documents will be used to prepare a cost estimate or verify a budget.

STEP 3. DESIGN DEVELOPMENT

In the Design Development Phase the Team will prepare more detailed documentation from the approved set of Schematic Design Documents. These documents will consist of detailed drawings and other documents describing the size and character of the entire project. At the end of this phase, Fawley Bryant will work with the Owner and Construction Manager (CM) to verify the budget based off of the Design Development Documents.

STEP 4. CONSTRUCTION DOCUMENTS

In the Construction Documents Phase the Team will provide services necessary to prepare a final set of documents for approval by the owner, based on the previously approved Design Development Documents.

STEP 5. PERMITTING/BIDDING

We work closely with the municipality to answer any questions or concerns they may have about the project in a timely and efficient manner. We also work closely with the CM during bidding and negotiations.

STEP 6. CONSTRUCTION ADMINISTRATION

In this phase, FBA will provide the services and documentation necessary for the administration and construction of the project. We oversee adherence to the Construction Documents by the CM, review pay applications, and address any unforeseen concerns during construction.

Master Planning begins during the Programming step and continues through Schematic Design. For more information on our phased Master Plan approach for this project, refer to Tab VIII, page 43.

DESIGN APPROACH

ANTICIPATED PROBLEMS & SOLUTIONS

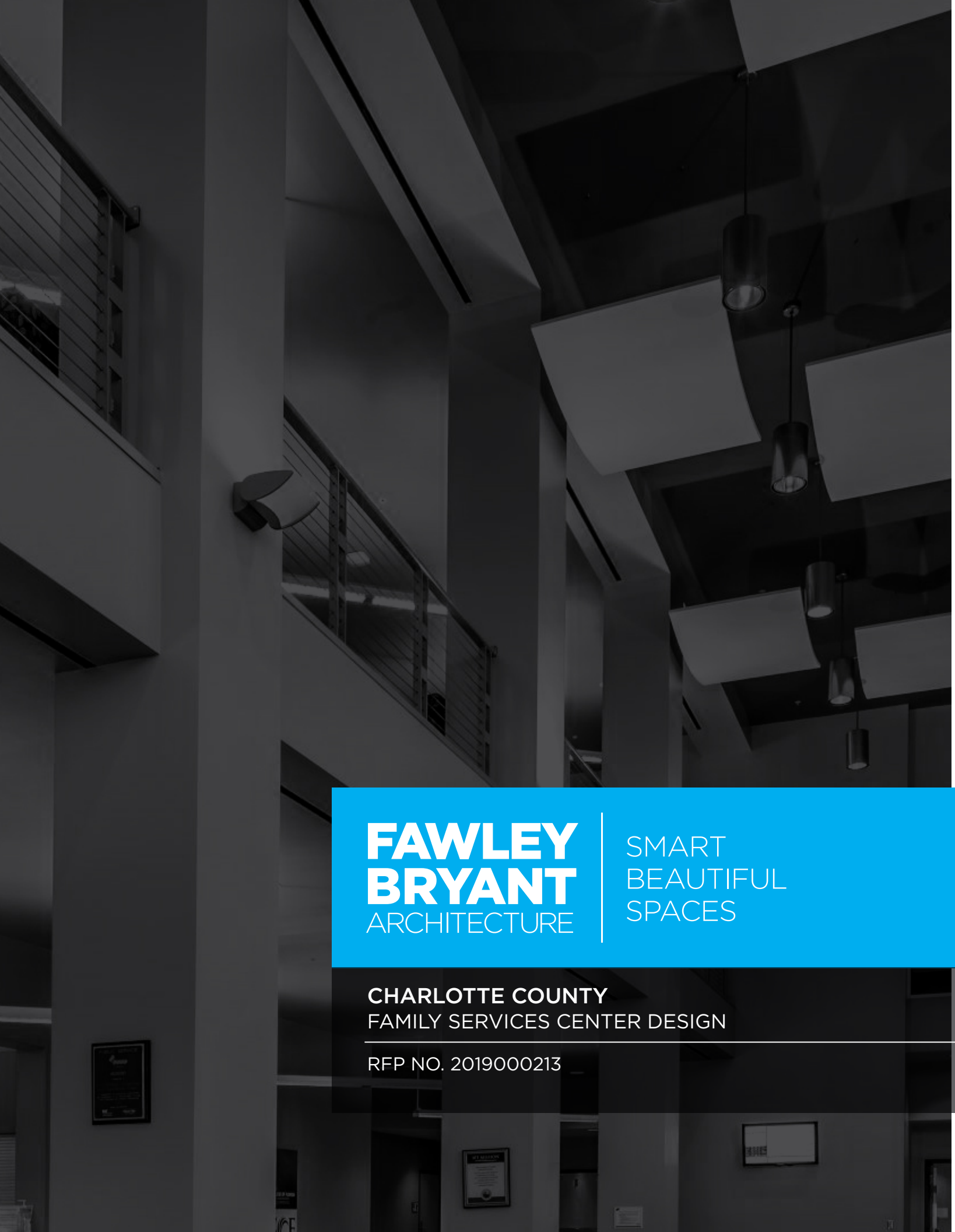
- Understanding the site and the phasing is critical to the success of the project and the turnover to the Owner.
  Working with the County, the CM and each user we can plan for the timing and change over of the new building with little to no impact on the operations of each user. We have interior design in house that can also assist with the procurement of each of the spaces to ensure that there is little to no lag between moves. We have done these types of projects in the past and have delivered them on time and on budget.
- Getting all users and stakeholders to be in agreement with the program and design.
  It can be a challenge getting multiple users/stakeholders to agree and accept the design. This can create schedule delays and cost overruns. We work exclusively in 3D software, and because of this, are able to use the 3D design as a communication tool to build consensus with all parties. We work in real-time and can show design options and alternatives which often times gives them some ownership in the decision making process.
- Working through cost estimates and potential value engineering.
  Like many projects, Value Engineering is a part of the project that no one wants to explore. We submit our design documents at major milestones of schematic design, design development, and construction documents. This time is taken for the Construction Manager to confirm estimated cost and schedules and for the Owner to confirm program. As the project becomes more defined, so do the estimates. Before proceeding to the next phase we evaluate the schedule and costs and make any necessary changes to stay on task. We also use the same 3D software to help identify and to evaluate decisions for cost reductions. We can help them make informed decisions to show how the design and program is affected by proposed cost savings.

PROBABLE ENERGY APPLICATIONS

We are always seeking to work with our consultants and the Owner to provide the most efficient building design for the program and needs. That first starts with creating an efficient plan than reduces or eliminates redundant and wasteful space. We also look for ways to reduce operations and maintenance costs through energy efficient designs. This includes review of the types of insulated, impact glass, continuous insulation on the building envelope, breathable walls, automatic faucets, electronic flush valves, recycled materials etc. This also extends into the interiors of the project where out interior design team will assist with the selection of environmentally friendly materials and low maintenance products. The Florida Building Code has also recently been updated to include more relevant energy applications and requirements for all building types. Like all projects, there is balance of understanding the first costs vs life cycle costs.

INNOVATIVE APPROACHES TO PROGRAMMING & DESIGN

As mentioned previously, we have previous experience working on these types of projects. This experience minimizes the time required to get up to speed and informs our team of what design solutions have been successful in the past. We understand the natural arrangement of designing for multiple tenants and have completed a similar project for Charlotte County within the last year. As part of programming and design, we will ensure that the plan for each tenant can work independently, but encourage the use of shared space where possible to eliminate or minimize redundant spaces and to minimize square footage to keep cost at or below budget. The understanding of phased construction is critical and has to be timed correctly and planned well in advance to ensure success. In addition, we use 3D technology to inform the Owner/users of design decisions/ options and to help build consensus.



VII SIMILAR PROJECTS

FAWLEY BRYANT ARCHITECTURE

SMART BEAUTIFUL SPACES

CHARLOTTE COUNTY
FAMILY SERVICES CENTER DESIGN

RFP NO. 2019000213

SIMILAR PROJECTS SCHEDULES & COST

As a firm based in Southwest Florida, we understand the process, time frames associated with reviews and approvals as well as local building codes and conditions. This translates into understanding building materials, ADA, Florida Product Approvals, Miami Dade NOA product selection, moisture and mildew mitigations, building breathability, salt air intrusion and corrosion prevention, etc.

This all means that we can save the Owner time and money which directly relates to schedules and costs.

In addition, we have a great working relationship and history working in Charlotte County and understand their guidelines and standards. Most of our work is CM at Risk so we understand that construction delivery method and partner with our Owners and Contractors to ensure that the project is delivered on time and on budget.

Port Charlotte, Florida

Charlotte West County Annex

FAWLEY BRYANT ARCHITECTURE | SMART BEAUTIFUL SPACES

PROJECT OVERVIEW

Located on San Casa Drive in Englewood, the existing complex was demolished and the new complex was built on the same lot, adjacent to Public Works. The new 20,000 S.F. single-story complex includes services for elections, tax collector, human services, veteran services, senor services, property appraiser and utilities.

The public human services areas was designed with a secure lobby, open work area, conference room, restrooms and breakrooms.

Additionally, the facility houses the Englewood Community CARE Clinic, State W.IC. and C.A.R.E. programs.

CLIENT INFORMATION

CLIENT/CONTACT	**Charlotte County / Roger Warner**
CONTACT EMAIL	**roger.warner@charlottecounty.gov**
CONTACT PHONE	**(941) 623 - 1002**

Parrish, Florida

DaySpring Conference Center

FAWLEY BRYANT ARCHITECTURE | SMART BEAUTIFUL SPACES

PROJECT OVERVIEW

The 12,500 sq.ft., environmentally friendly, Conference Center is a vital centerpiece to the Episcopal Dioceses of Southwest Florida's 10 Year Master Plan. As the primary facility for both youth and adult programs, this multifunctional space was designed for art and music programs, recreational activities, informal lectures, and worship services. An outdoor meeting pavillion allows for seating up to 100 people as well as storage space. Adjacent to the pavillion is a 2,000 sq.ft. pool making this a key amentity to the facility. Utilizing the natural environment as a functional space, the design emphasizes on attention and appreciation to the untouched wildlife areas and walking trails. Gathering spaces and porches are covered by natural overhangs of the surrounding trees and lush landscape.

CLIENT INFORMATION

CLIENT/CONTACT	**Episcopal Dioceses of SW FL / Anne Vickers**
CONTACT EMAIL	**avickers@epicopalswfl.org**
CONTACT PHONE	**(941) 556 - 0315**

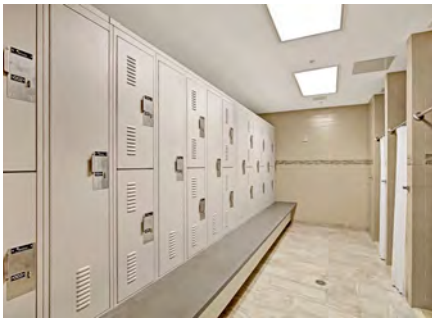
Englewood, Florida

CHARLOTTE COUNTY DISTRICT 1 SHERIFF'S OFFICE

FAWLEY BRYANT ARCHITECTURE | SMART BEAUTIFUL SPACES

PROJECT OVERVIEW

This single-story sheriff's office promotes safety and efficiency by providing a secured public lobby, as well as an impound yard. Amenities include an armory and evidence lab, patrol and detective work areas, records and training rooms, general offices and a conference room. Encouraging health and wellness, the office also features an exercise area with convenient locker and shower rooms. Located on a corner lot, one side of the office has an industrial finish to compliment the commercial buildings across the street. In an effort to blend into the residential sector of the neighboring street, sleek and simple details on the adjacent side of the office reflect the inviting aesthetics of the nearby homes.



CLIENT INFORMATION

CLIENT/CONTACT	**Charlotte County / Roger Warner**
CONTACT EMAIL	**roger.warner@charlottecounty.gov**
CONTACT PHONE	**(941) 623 - 1002**

Port Charlotte, Florida

CHARLOTTE COUNTY DISTRICT 3 SHERIFF'S OFFICE

FAWLEY BRYANT ARCHITECTURE | SMART BEAUTIFUL SPACES

PROJECT OVERVIEW

This project consists of two buildings; a 16,000 sq.ft. Administration Center and a 24,000 sq.ft. Evidence, Forensics Analysis and Crime Lab. The design process was given a thoughtful approach with commonalities intended to reflect a congruency between these buildings and the design work recently completed for the District 1 Sheriff's Office. Construction began in August of 2018 and a completion date slated for the end of 2019.

CLIENT INFORMATION

CLIENT/CONTACT	**Charlotte County / Roger Warner**
CONTACT EMAIL	**roger.warner@charlottecounty.gov**
CONTACT PHONE	**(941) 623 - 1002**

Sarasota, Florida

SARASOTA MID-COUNTY TAX COLLECTOR

FAWLEY BRYANT ARCHITECTURE | SMART BEAUTIFUL SPACES

PROJECT OVERVIEW

The building provides a full range of Tax Collector services including the issuance of new Driver's License Testing and Vehicle Inspection responsibility from the State of Florida. The site features 80-100 parking spaces, a driving test range, and necessary site improvements including utilities, traffic control, and storm-water drainage.

CLIENT INFORMATION

CLIENT/CONTACT	**Sarasota County / Terry Skinner**
CONTACT EMAIL	**tskinner@sarasotataxcollector.com**
CONTACT PHONE	**(941) 861 - 8300**

Bradenton, Florida

Goodwill Manasota Corporate Campus

FAWLEY BRYANT ARCHITECTURE | SMART BEAUTIFUL SPACES

PROJECT OVERVIEW

The corporate campus was designed to be multifunctional for retail, business meetings, employee training and community events, The facility includes a large lobby and front desk, 3,600 s.f. main room that can be divided into four smaller rooms, a 15 station computer lab, offices, break room, kitchenette, meeting rooms and a large conference room. Additionally, covered and screened exterior spaces are provided for employee recreation and outdoor training during periods of great weather.

CLIENT INFORMATION

CLIENT/CONTACT	**Goodwill Manasota / Bob Rosinsky**
CONTACT EMAIL	**bobr@gimi.org**
CONTACT PHONE	**(941) 355 - 2721**

REFERENCES FIRM

The following references have been provided by Fawley Bryant Architecture due to the numerous projects completed with each point of contact. Having held continuing services contracts along with larger projects, they can each speak to our overall qualifications.

CARL CALLAHAN City Administrator // City of Bradenton

carl.callahan@cityofbradenton.com (941) 932-9461

JOHN BARNOTT Director of Building & Development Services // Manatee County

john.barnott@mymanatee.org (941) 748-4501

JEFF MAULTSBY Assistant Superintendent/COO // Sarasota County Schools

jeff.maultsby@sarasotacountyschools.net (941) 929 - 9000 x 31103

REFERENCES CHIP SWIDER, PROJECT MANAGER

MAJOR EARL GOODWYNE Charlotte County Sheriff's Office

(941) 833-5213 // (941) 628-3159

RON ALLEN President // NDC Construction

ron@ndcconstruction.com (941) 747-1062

REFERENCES CONSULTANTS

BANKS CONSULTING

DONALD SCHROTENBOER
President & CEO
Private Equity Group, LLC

(941) 752 - 2435

Murdock Village
Charlotte County, FL

HEES & ASSOCIATES

MIKE PALMER
President
Dutchman Hospitality Group, Inc.

mpalmer@dhrgroup.com
(330) 893 - 2926

Carlisle Inn / Dutchman Hotel
Sarasota, FL

ME3 ENGINEERS

JOSH TOMLINSON
Project Superintendent

(941) 284 - 3440

School Board of Sarasota County
Venice Middle School
HVAC Renovation

VIII EXPERIENCE & CAPABILITIES

FAWLEY BRYANT ARCHITECTURE

SMART
BEAUTIFUL
SPACES

CHARLOTTE COUNTY
FAMILY SERVICES CENTER DESIGN

RFP NO. 2019000213

EXPERIENCE DESIGN

MULTIPLE ORGANIZATION GOVERNMENT FACILITIES

Fawley Bryant Architecture has worked with 21 different municipalities over our 25 year history. In doing so, our experience has involved designing spaces for a variety of government agencies. Many facilities must house multiple departments and offices, finding ways for all to function in the most efficient way possible. A list of our government related experience can be found in Tab III on page 22.

ENERGY EFFICIENCY

A standard practice for Fawley Bryant Architecture is to design efficient spaces. We discuss our approach to energy applications in Tab VI on page 33.

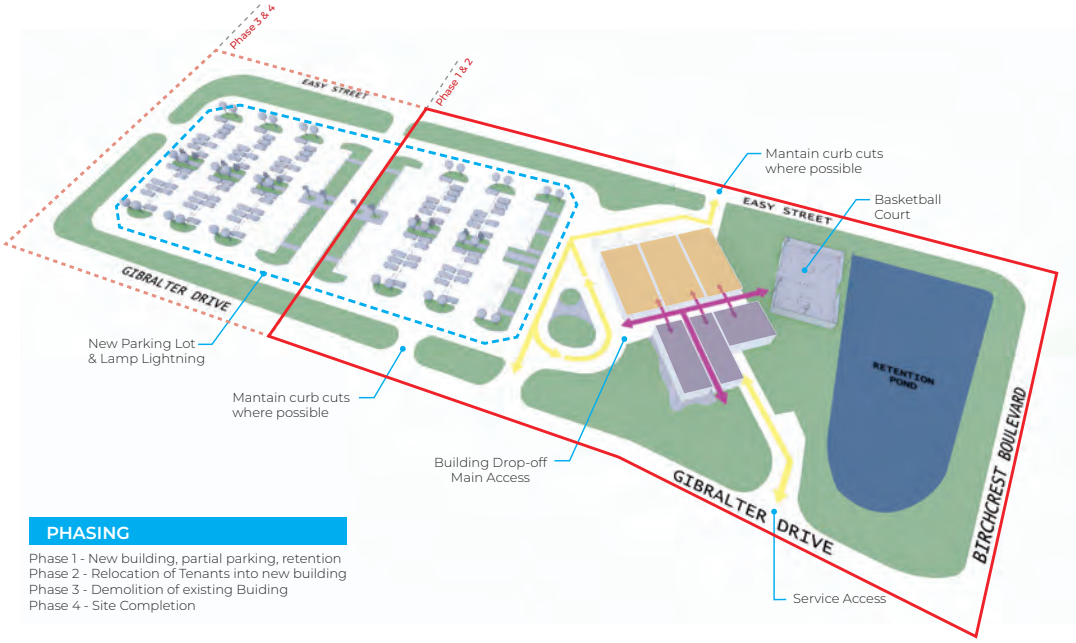
COST ANALYSIS & CONTROL

We have extensive experience working with the County to meet their budgetary requirements. The Sheriff's Office for District 1 was completed $500,000 under budget and West County Annex saw a savings of over $1,000,000. More information on our cost control techniques and approach can be found in Tab V on page 30.

PERMITTING FOR CHARLOTTE COUNTY

Our team has worked directly with Charlotte County and their permitting departments for the Sheriff District 1 Headquarters, West County Annex and the Sheriff District 3 offices that are currently under construction. Our approach to permitting can be found in Tab III on page 23.

EXPERIENCE PHASED MASTER PLANNING



As a master planned, phased project, the first step is to design the new building appropriately on the site so that it is not in conflict with the existing structure and does not impact its day to day functions.

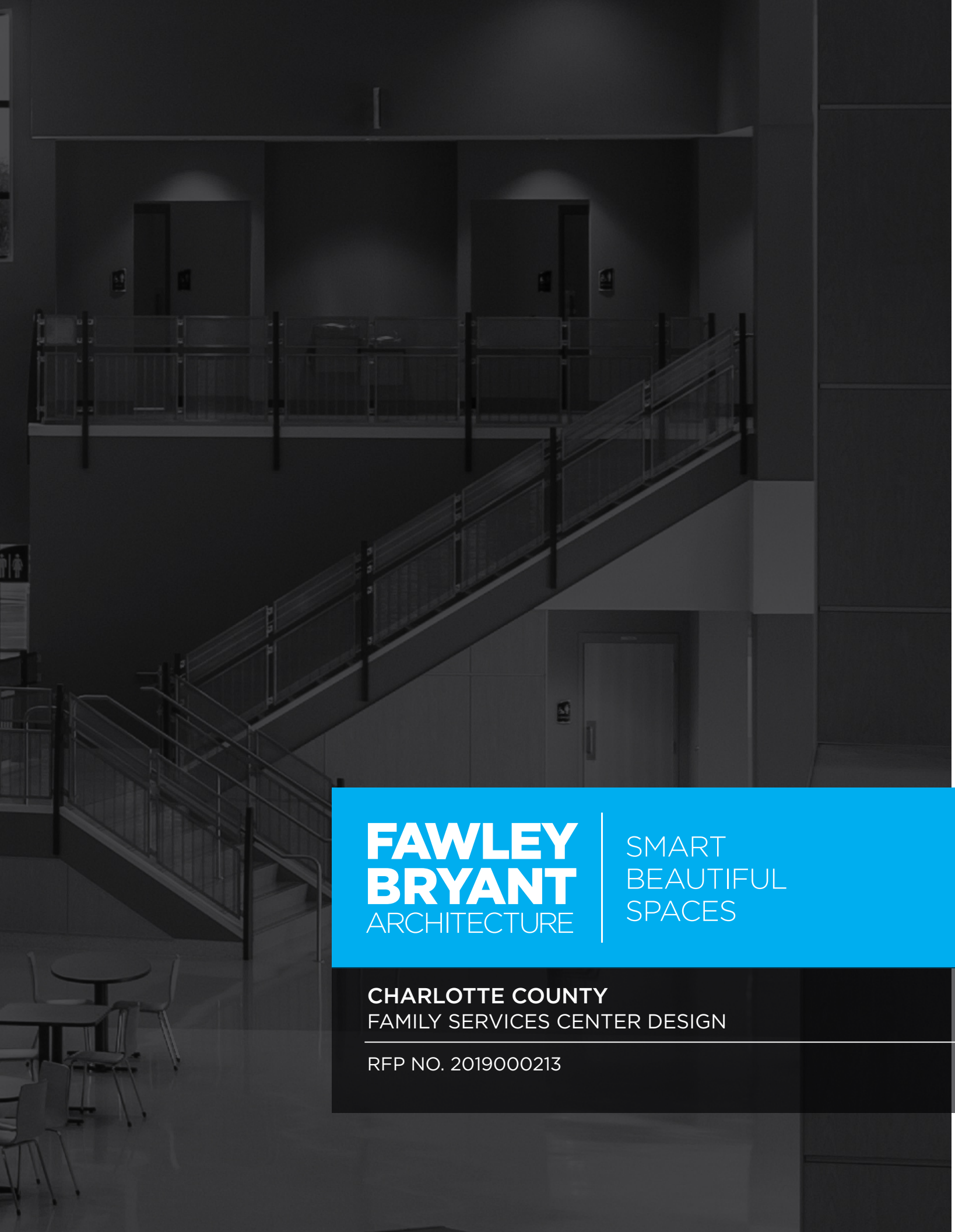
We would expect that all retention and new building construction would be done in the first phase. We would also try to utilize existing curb cuts where possible. We will want the design of the new building to be respectful of the neighborhood as well as the site lighting.

PHASE 1: The new building, retention, and partial parking to be located to the east of the site,

PHASE 2: Would be the associated time for the relocation of existing users into the new building.

PHASE 3: The demo of the existing building.

PHASE 4: The completion of the site and parking areas.



IX VOLUME OF WORK

FAWLEY BRYANT ARCHITECTURE

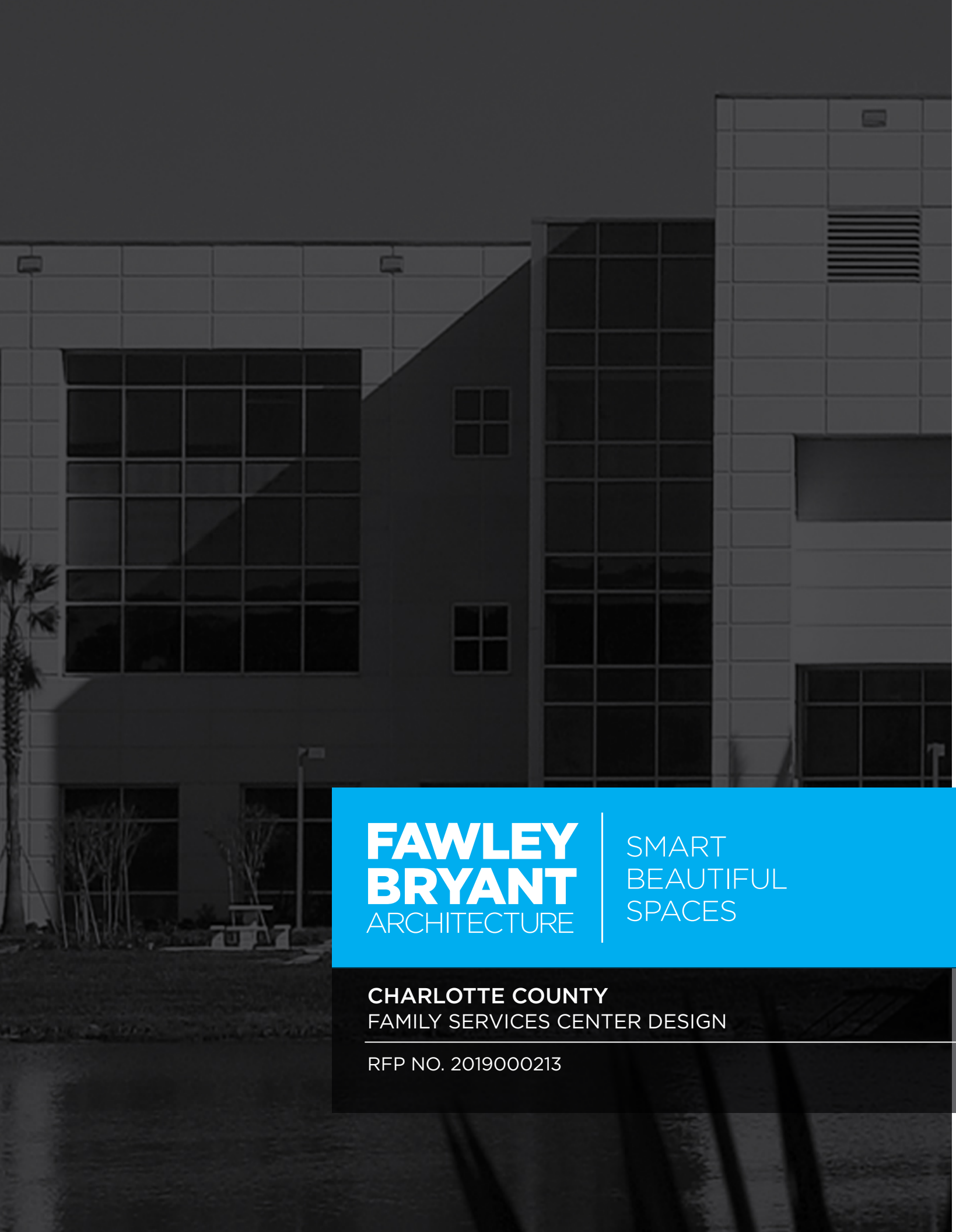
SMART BEAUTIFUL SPACES

CHARLOTTE COUNTY
FAMILY SERVICES CENTER DESIGN

RFP NO. 2019000213

WORK LOAD CHARLOTTE COUNTY

TOTALY PAYMENTS RECEIVED FROM CHARLOTTE COUNTY (01/01/2017 - PRESENT) $1,124,648.41



X LITIGATION

FAWLEY BRYANT ARCHITECTURE

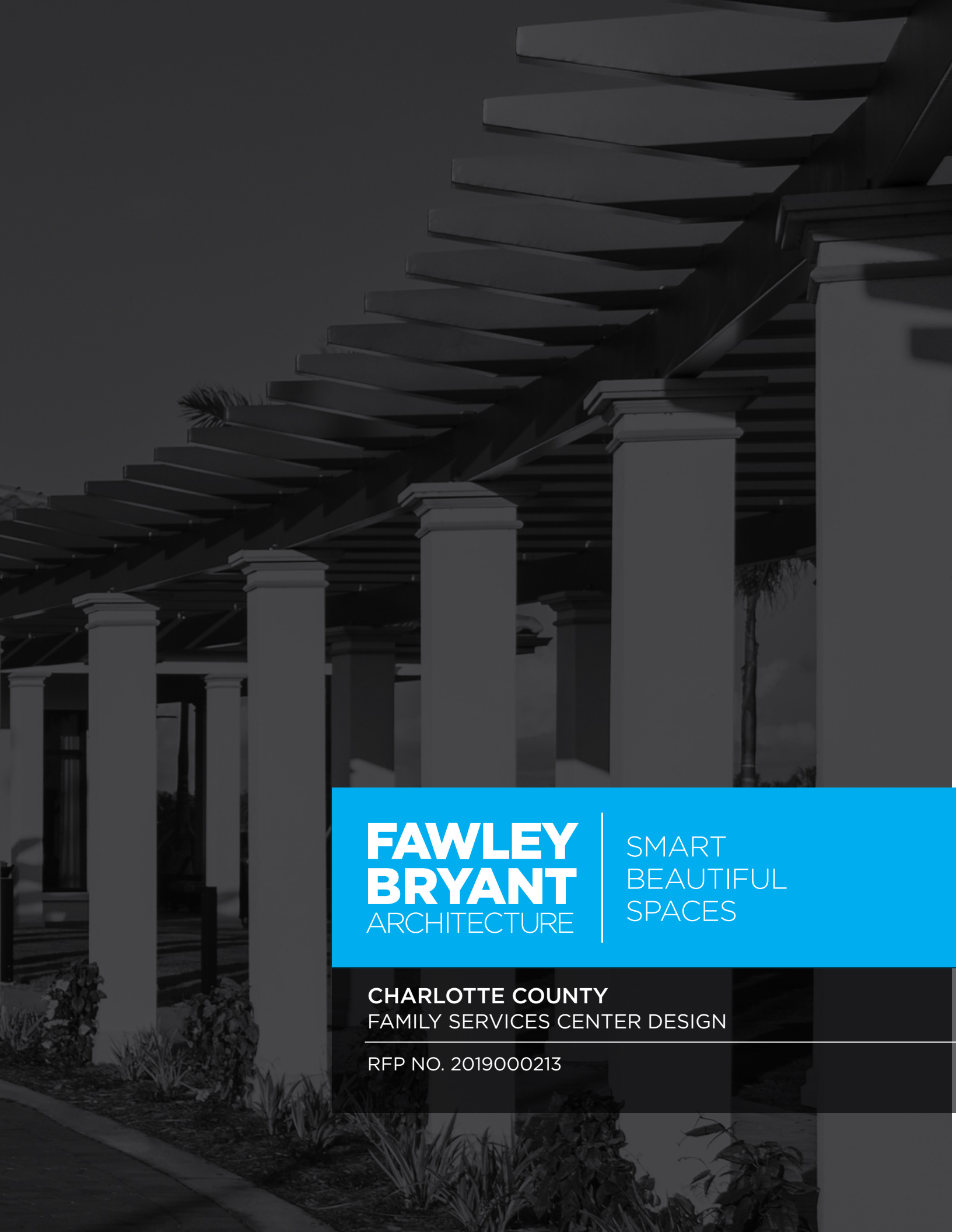
SMART
BEAUTIFUL
SPACES

CHARLOTTE COUNTY
FAMILY SERVICES CENTER DESIGN

RFP NO. 2019000213

STATEMENT LITIGATION

Fawley Bryant Architecture has not been involved in any pending or prior litigation.



XII MINORITY BUSINESS

FAWLEY BRYANT
ARCHITECTURE

SMART
BEAUTIFUL
SPACES

CHARLOTTE COUNTY
FAMILY SERVICES CENTER DESIGN

RFP NO. 2019000213

STATEMENT MINORITY BUSINESS OWNER

Fawley Bryant Architecture does not qualify as a Certified Minority Business Owner company.

Our subconsultant, Hees & Associates is a Florida Veteran Owned Small Business (VOSB).

FAWLEY
BRYANT
ARCHITECTURE

SMART
BEAUTIFUL
SPACES

FAWLEY BRYANT ARCHITECTURE | 5391 Lakewood Ranch Blvd. N., Suite 300 | Sarasota, Florida 34240 | 941.343.4070
FL LIC AA 0002506

RFP NO. 2019000213
Family Services Center Design

Proposal Due Date:
5:00 p.m. (EST), February 14, 2019

Request for Proposals
Charlotte County, Florida

Prepared For:

Charlotte County
Purchasing Division
18500 Murdock Circle, Suite 344
Port Charlotte, FL 33948-1094

Prepared By:

ADG Architecture, llc
4161 Tamiami Trail, Bldg. #5
Port Charlottte, FL 33952
Phone: 941-639-2450
Fax: 941-639-2438

ADG Architecture, llc

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Section V. Project Control
Section VI. Proposed Design Approach
Section VII. Recently Accomplished Similar Projects
Section VIII. Experience and Capabilities
Section IX. Volume of Work
Section X. Litigation
Section XI. Minority Business

On the cover:
North Port Family Services Center

Cheri Alexander, C.P.M., CPPB
Senior Division Manager - Purchasing
Charlotte County Administration Complex
18500 Murdock Circle, Suite 344
Port Charlotte, Florida 33948-1094

February 14, 2019

RE: Family Services Center Design
RFP No. 2019000213

Dear Ms. Alexander and Selection Committee:

ADG Architecture, llc (ADG) is pleased to provide you our team of highly qualified consultants and credentials for this very important project. Our team has participated in other similar public facility projects that require creative planning and out of the box thinking. We understand the nature of how the projects outcome will affect Charlotte County Government's future growth, development and ability to provide service to the citizens of Charlotte County. Our firms 27 years of experience includes working with governmental agencies from Collier to Manatee Counties on many types of projects including master planning and programming which provides us a very deep and broad understanding of the requirements for this proposed project. In fact, our firm designed the multi-agency City of North Port Family Services facility which is highlighted in this reference packet. Our team has the unique insight to the very specific requirements for a phased project that supports multiple social, cultural and social service organizations.

Our Team

ADG Architecture, llc has provided quality consulting services in the field of planning, design and construction to Charlotte County for over 18 years running. Our team includes local firms Banks Engineering, Inc. (Port Charlotte), David M. Jones Jr.- Landscape Architects (Port Charlotte), Fishman and Associates (Sarasota-Venice), TLC Engineering for Architecture (Sarasota), TRC Worldwide Engineering, Inc. (Sarasota) and Universal Engineering Sciences (Sarasota). Our team is further complimented by Atlas Safety and Security Designs and Siebein Associates, Inc..

Our firm also has engaged the former City of North Port Family Services Director, Zulma Solero, to provide unique insight and guidance into the operational aspects of a multi-agency social service facility. Mrs. Solero directed and developed the family services agency for the City of North Port for over 20 years and brings her expert perspective to this project.

We also understand that this project is a high profile sales tax project which has very specific budget and time constraints which we can give guidance to just as we have recently provided on the sales tax recreation center projects located at South County, Harold Park, and Tringali Recreation Centers

Over the past 18 years ADG has provided consulting to Charlotte County on many types of projects and has met and overcome every project challenge that was presented to us. With our proven track record, experienced team approach and direct project experience we believe that ADG Architecture, llc is your best choice for this project!

We thank you for your consideration and our local team looks forward to working with you on this very important project for Charlotte County.

Sincerely,
ADG ARCHITECTURE, llc

Robert Taylor, AIA-NCARB, LEED AP BD+C
President

ADG Architecture, llc

City of North Port Division of Social Services
Family Services Building and Multiple Interior Renovations
Zulma Solero, Manager
941-628-0800

First Alliance Church
Multiple Building Additions and Interior Renovations
Tony Huffer, Executive Pastor
941-875-3619

TLC Engineering for Architecture

Charlotte County Public Schools
Meadow Park Elementary School; Many other smaller projects through a Continuing Services contract
Gene Spurr, Director Maintenance and Operations
941-575-5420
eugene.spurr@yourcharlotteschools.net

Charlotte County Public Schools
LA Ainger Middle School CEP and TES Upgrades
Billy Williams
941-575-5400

Banks Engineering

Murdock Village
Donald R. Schrotenboer,
President & Chief Executive Officer
Private Equity Group, LLC
239-590-9066

West County Annex,
Charlotte County Sheriff's Office District 3
Roger A. Warner, PMP
Charlotte County
Facilities Construction & Maintenance
941-623-1002

Atlas Safety & Security Design

Marcus Elliott, PE
Senior Project Manager
Perteet Inc.
206-501-9543

TRC Worldwide Engineering

Naples Fire & Rescue Facility #1
Susan Gantt, Vice President
Architects Design Group
407-647-1706

South County Library and Archive
Charlotte County
Philip Trezza, Principal
Harvard Jolly Architects
727-896-4611

David M. Jones, Jr. & Associates

Lee County Tax Collector
Mike Pavese, Principal Planner
239-533-8360

Billy Bowlegs Park
JB Schuetz
239-321-7591

Siebein Associates

Mease Countryside Hospital Pavilion Expansion
Mr. Mark Snyder
Freeman White
704-523-2230

Collier County School Board
Dr. Martin Luther King, Jr. Auditorium
Mr. Adrian O. Roman
Collier County School Board
239-377-0230

Universal Engineering

Envirostruct, Gulf Shore Pediatric Dentistry
Jacob Huntoon
239-494-5700

Gates Construction, Quail West Wellness Center
239-593-3777

Chris-Tel Construction
Boca grand Community Center
Dan Good
226-0500

Section 1

Our team for the Family Services Center Design project is comprised of 9 firms that have unique specializations, capabilities, experience, and skill sets that are required for the development and success of this project.

Our carefully selected team of experienced professionals offers a holistic approach to meeting the needs of the project. Our team capabilities include:

- Architectural Services
- Safety & Security (CPTED)
- Commercial Kitchen Planning
- Acoustic Design Consulting
- Geotech & Asbestos Consulting
- Civil Engineering
- Structural Engineering
- Mechanical, Electrical, & Plumbing Engineering
- Landscape Architecture

I. Team Proposed for this Project

Safety & Security (CPTED)

Atlas Safety & Security Designs, Inc. are experts in Crime Prevention Through Environmental Design (CPTED) and will provide project specific consulting to ensure that the building and site will provide a safe environment for staff, children and other site users. The issue of site and building safety is of paramount importance in today's world and their guidance will be of utmost importance.

Acoustic Design Consulting

Siebein Associates, Inc. has received numerous acoustic and research awards and are pioneers in the field of sound control and isolation of sound in buildings. Acoustic privacy will be a key issue for this project, and they will evaluate the acoustical challenges and develop prospective solutions. Since the project is in a residential neighborhood, they will also review the local Noise Ordinance and consider the exterior of the building.

Architectural Services

ADG Architecture, llc (ADG) is a local architectural and planning company with offices located in Fort Myers and Port Charlotte. For over 25 years we have provided planning, design and construction services to multiple governmental agencies in the SW Florida area including over 16 governmental agencies from Collier to Manatee County. Our consulting services include ADA projects and roofing consulting.

Our team is passionate about providing out of the box solutions that provide exceptional results for our Clients. We go well beyond the surface and provide solutions that exceed all expectations. Our team is focused on sustainability while remaining practical. We are your neighbors and we too have a stake in maintaining the beauty of Port Charlotte and Charlotte County.

Our skill sets and experience includes providing planning services to facilities that must remain occupied and continue to provide services to the public during renovation or new construction. As a normal design requirement, we have planned many similar projects which includes complex student occupied school campuses

ADG embraces technology and software systems that can improve how we provide professional services to our clients. As a matter of course we utilize Rivet design software that integrates into the BIM modeling structure. This ability allows us to see our design work in 3D in real time as the project progresses. This tool kit helps us to effectively communicate with our Clients and help them visualize the final design product before construction begins.

Commercial Kitchen Planning

Fishman & Associates is an independent commercial food service design and planning firm based in Venice, Florida. They specialize in commercial food service design providing layout specifications and equipment cost budgets, for new and remodeled food service facilities.

Geotech & Asbestos

Universal Engineering Science provides geotechnical engineering and other environmental testing services to the construction industry. For this project they will perform geotechnical exploration, take soil borings and provide recommendations for building foundation design.

Civil Engineering

Banks Engineering, Inc. is known for their expertise in land planning, zoning analysis, site master planning and civil engineering. Banks is well known in the Charlotte construction and permitting community and maintains a great relationship with Charlotte County Government. Banks will bring their knowledge of Charlotte County land use, zoning and other relevant factors to this project.

Structural Engineering

TRC Worldwide Engineering, Inc. is a global firm that specializes in structural engineering and consulting and maintains a local office in Sarasota, FL. For this project TRC will provide structural design services and guide us as the project moves through design development to project completion.

MEP Engineering

TLC Engineering for Architecture, Inc. provides mechanical, plumbing and electrical engineering consulting services to the public and private sector. It's their mission to deliver high performance, sustainable buildings, providing both design and energy services (energy audits, energy modeling, building commissioning and/or sustainability consulting).

Landscape Architecture

David M. Jones, Jr. & Associates is the premier landscape architecture and planning firm in SW Florida. They understand that the current project site has limited landscape design options as it relates to working with the mature plantings and trees. Their expertise will be essential to create a pleasant harmonious landscape solution to this project.

A. Background of Personnel

Principal in Charge
Robert Taylor

Robert has practiced architecture in Florida for over 25 years and is a licensed Architect in the State of Florida. He has strong project management skills and has led design and planning teams on all types of government projects similar to this project. His past experience working with municipal governments on similar high profile projects is a plus for this project. He has recently worked with Charlotte County on the Harold Park, South County, and Tringali Rec. Center projects, and the Community Development Facility expansion project.

As the prime firm principal, Robert will not be substituted without the express permission of the County.

Project Designer
Clarisa Parodi

Clarisa will undertake the role of project designer and brings the requisite set of skills for this project. Clarisa provided project design services to the City of North Port Family Services facility for their original building project. As the public's demand for services from the North Port Facility grew, she assisted in their response to this demand by developing space planning solutions that were flexible and budget conscious. For this project she will develop code compliant space planning solutions that are flexible and adaptable.

Project Manager
Jennifer Gloer

Jennifer joined ADG Architecture, llc in 2017 and brings to your team a strong background in architectural design and construction. Her architectural experience of more than 12 years includes leading design and engineering teams on a variety of project types including student housing, multi-family, commercial, hospitality and recreation projects.

She is currently the Project Manager for the Charlotte County Recreation Center expansion projects: Harold Park, South County and Tringali Park as well as the Charlotte County Community Development Facility expansion. She has been involved in the permitting process in Charlotte County on these projects and also a variety of other projects throughout Charlotte County. Jennifer has been involved in both the design and construction administration for the above named projects and understands how working with the CM from early on in the project can benefit the project and the team.

As the lead project manager, Jennifer will not be substituted without the express permission of the County.

Project Specialist
Zulma Solero

Having been an advocate for providing basic social services to the residents of Sarasota County for over 20 years, Zulma has the operational insight that will be necessary for this project to be a success. She will assist in various programming activities during the programming and conceptual design phase.

Interior Designer
Ashley Leger

Ashely will lead all interior design activities and assist Clarisa and Jennifer in the programming and conceptual design portion of the project. She will be responsible for selecting and specifying all materials and finishes including FF&E. (Furniture, Fixtures, and Equipment)

Master Gardener
Michael Stevens

Michael will coordinate the development of the community garden element for this project. Michael recently participated in a community effort to bring community gardens to the South County Recreation Center and has a deep understanding of what is

Sub-Consultants

Acouostic Design
Gary Siebein

Gary and his team will develop solutions to maintain acoustical privacy where required and provide for acoustic room modeling that insures sound control whether the space is active with children or areas that require privacy and quiet private counseling spaces.

Civil Engineer
Todd Rebol

Todd is Vice President and a principal of Banks Engineering. He has comprehensive experience in planning, design, permitting, management and construction of a large range of projects throughout Southwest Florida. His diverse portfolio includes industrial, commercial, multi-family and single family residential, and mixed use projects for clients ranging from government agencies to private developers.
For this master planning project, Todd and his team at Banks Engineering will provide their professional expertise in land planning, parking requirements and zoning as it relates to modifications of the existing site

Landscape Architect

Greg Diserio

Greg has been the landscape architect of record on four of the most recent recreation centers in Lee County or the City of Fort Myers. Greg has been the landscape architect of record on numerous public buildings which present similar issues as they relate to site uses, circulation and landscape design criteria. Buildings such as the City of Fort Myers Public works facility, Lee County Justice Center Expansion, Lee County Administration East, The City of Fort Myers Regional Library dormitory all required the expertise in designing durable and sustainable landscapes and site amenities that can be maintained within the budgets of the public departments. Each facility was a complete renovation or replacement of existing facilities which required

TRC - Principal in Charge

Charles Kus

Charles provides overall leadership and direction to TRC Worldwide Engineering's operations in the Central and Northern Florida geographic regions and in the Texas market. With 30+ years of experience in the engineering, architecture and construction industry, Charles has been involved in a wide and varied range of development projects nationwide and internationally. He provides executive oversight for projects from the initial negotiations phase through development, design and construction while focusing on the goal of client satisfaction. Using his many years of project experience in the field of structural engineering, Charles will provide

Commercial Kitchen Planner

Marisa Mangani

Marisa will bring her 39 years of experience in commercial kitchen design and planning to the project effort. She and her team will develop a multi-functional commercial kitchen that serves small to large private and public functions.

CPTED Specialist

Dr. Randall Atlas

Using the methodology of CPTED (Crime Prevention Through Environmental Design), Dr. Atlas will assist in developing design and operational strategies that provides for a safe and secure facility from external and internal risks.

Electrical Engineer

Brett Sands

Brett will lead the electrical engineering team for the project which includes developing a design that facilitates an emergency generator. Leadership includes the development of structured cable systems to support the IT component of the project.

Mechanical Engineer

Lawrin Ellis

Lawrin will be responsible for all aspects of mechanical engineering and will provide energy management strategies to the project. He will also be responsible for energy modeling for the new facility.

ADG ARCHITECTURE, llc

ROBERT TAYLOR, AIA – NCARB, LEED AP BD+C – Certified CPTED

BENEFITS

- Strong background in project management and leading teams in complex projects including new construction and renovation projects.
- Diversified experience in all types of building construction systems.
- Experienced in the design of recreational facilities.
- Roofing Consultant

PROFESSIONAL EXPERTISE

- Contract Administration
- Programming and Design
- Development of Construction Drawings and Specifications
- Construction Administration
- Roofing System and Building Envelope Diagnosis and Remediation

BACKGROUND

Robert founded ADG Architecture, llc in 1990 and brings to your team a strong background in architectural design and construction. His experience includes leading project design and engineering teams for over thirty years. Past project experience includes consulting for the Army Corp of Engineers, multi-national corporations, local municipal governments and school boards.

Robert has led ADG to build an outstanding resume of quality commercial and government building projects.

Robert has developed a company culture that sets as a priority customer service to their clients, meeting project deadlines and budgets. ADG company guiding principles include the belief that a successful design is achieved through clear communication and an appreciation of the client's objectives. Our strong foundation in construction and design knowledge combined with our practical experience enable us to produce detailed construction drawings with positive outcomes for our Clients.

PROJECT ROLE

- Team Leader and Architect of Record
- Final Construction Drawings, Quality and Control, Project Technical Specification and Code Review
- Contract and Construction Administration

RELEVANT PROJECT EXPERIENCE

- City of North Port Family Services Building, Original Building and Interior Renovations, North Port, FL
- Charlotte County South County Recreation Center Addition, Punta Gorda FL
- Charlotte County Harold Ave. Recreation Center Addition, Port Charlotte FL
- Lee County Animal Control, Original Building and Expansion, Fort Myers, FL
- Public Works Expansion and Renovations, City of Fort Myers, FL
- Lee County School District Clinic and Wellness Center, Fort Myers, FL
- Charlotte County CARE Facility Building Addition and Renovations, Punta Gorda FL

Licenses and Registrations
State of Florida
State of Michigan
State of Louisiana
State of Alabama
State of Mississippi
State of Florida Licensed Threshold Building Inspector
Certified Crime Prevention Through Environmental Design (CPTED)

Professional Affiliations
American Institute of Architects

N.C.A.R.B. Certified (National Council of Architectural Registration Boards)
USGBC LEED Accredited Professional

Education
Bachelor of Architecture, Lawrence Technological University, Southfield, MI

ARCHITECTURE • INTERIOR DESIGN • PLANNING... WORLDWIDE

ADG ARCHITECTURE, llc

Jennifer Gloer, AIA
Architect

BENEFITS
- Strong background in architectural design and project management and coordination.
- Experienced in various types of building construction systems and project types including new construction and renovation projects for recreational facilities.

Licenses and Registrations
State of Florida Licensed Architect

Professional Affiliations
N.C.A.R.B. Certified (National Council of Architectural Registration Boards)

Education
Master of Architecture,
Kent State University,
Kent, OH

PROFESSIONAL EXPERTISE
- Programming and Design
- Development of Construction Drawings and specifications
- Construction Administration
- Project Coordination

PROJECT ROLE
- Project Architect and Manager

BACKGROUND
Jennifer joined ADG Architecture, llc in 2017 and brings to your team a strong background in architectural design and construction. Her architectural experience of more than 12 years includes leading the design and engineering teams on a variety of project types including student housing, multi-family, commercial, hospitality and recreation projects.

Relevant project experience for this proposed project includes working with local governments on multiple renovation projects and building additions with a variety of construction types.

Significant project experience includes the renovations and additions to three existing Charlotte County Recreation Centers and Charlotte County Building Department that are currently under construction.

RELEVANT PROJECT EXPERIENCE
- Charlotte County South County Recreation Center Addition, Punta Gorda FL
- Charlotte County Harold Ave. Recreation Center Addition, Port Charlotte FL
- Charlotte County Tringali Recreation Center Addition, Englewood FL
- Charlotte County Building Construction Services Building Addition, Port Charlotte FL
- The Nine at Gainesville Student Apartments and Activity Center, Gainesville, FL
- Harbour Homes Office Building, Punta Gorda, FL
- Veterans Plaza Commercial BUldings, Port Charlotte, FL
- Metro South Senior Apartments – Mixed Use Building, South Miami FL
- Orchid Run Apartments and Community Center, Naples FL
- Creekside Ranch Apartments and Community Center, Bradenton FL
- Tapestry at Citrus Park Apartments and Community Center, Tampa FL

ARCHITECTURE • INTERIOR DESIGN • PLANNING... WORLDWIDE

ADG ARCHITECTURE, llc

M. CLARISA PARODI, Associate AIA
Vice President

BENEFITS
- Strong background in architectural design, interior design and project management and coordination.
- Experienced in the design of new and/or renovation recreational facilities and park amenity projects.

PROFESSIONAL EXPERTISE
- Programming and Design
- Development of Construction Drawings
- Construction Administration
- Project Coordination
- Community Garden Specialist
- ADA Specialist

BACKGROUND
Clarisa joined ADG Architecture, llc in 2002 and brings to your team a strong background in architectural design and construction. Her experience includes the architectural and interior design of all types of government facilities. For over 10 years Clarisa has provided her expertise to Lee, Charlotte, and surrounding counties on various projects.

Significant project experience includes the design of the First Alliance Church Family Life Center which contains a full gymnasium, locker rooms and shower facilities.

PROJECT ROLE
- Project Design Architect
- Project Coordination Activities

RELEVANT PROJECT EXPERIENCE
- Charlotte County Strategic Master Space Plan Phase 2
- City of North Port Family Services, North Port FL
- Lee County Tax Collector Renovation
- Highlands County Traffic Operations Building, Sebring, FL
- Aesthetic Plastic Surgery & Med Spa of Naples, Naples, FL
- Cooper Street Recreation Center, Punta Gorda, FL
- Lee County School District Clinic and Wellness Center, Fort Myers, FL
- Medical Office Building, Port Charlotte, FL
- SWFL International Airport Misc. Interior Renovations, Fort Myers, FL
- First Alliance Family Life Center, Port Charlotte, FL

Licenses and Registrations
Colegio de Arquitectos de La Provincia de Buenos Aires, Argentina

Professional Affiliations
American Institute of Architects

Education
Bachelor of Architecture, School of Architecture, Urbanism and Design
Universidad Nacional de Mar del Plata, Buenos Aires

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ADG ARCHITECTURE, llc

Zulma L. Solero
Project Specialist - Social Services

BENEFITS
- Strong background in Social Services projects
- Grant Specialist.

PROFESSIONAL EXPERTISE
- Submit grant applications.
- Screen clients to provide emergency financial assistance through funds received from FEMA, CSBG, City of North Port funding and private donations.
- Educate individuals and families regarding community resources

BACKGROUND

Zulma served in social service settings for 35 years.
Specialized in providing financial assistance to low income families. Adept at handling stressful demands of working with at risk families and day to day operations.

Relevant project experience for this proposed project includes providing expertise on the coordination and interaction of multiple social services agencies within the same site and building environment.

PROJECT ROLE
- Social Services Specialist
- Grant Specialist

RELEVANT PROJECT EXPERIENCE
- City of North Port Division of Social Services
- Family Services Building programming
- North Port Family Services Multiple agencies planning
- Habitat for Humanity
- Human Services Planning
- Sarasota County's Affordable Housing

Boards and Committees

Habitat for Humanity Venice Area, Inc. - Board Member

Sarasota County Human Services Planning Association

Sarasota County's Affordable Housing – Board Member

Former Chairperson for the Senior Companion Board and Sarasota County Community Health Care Center

Committee Member of the South County Resource Network, Human Services Public Relations, Project Pantry and the Financial hardship for COMPASS.

ADG ARCHITECTURE, llc

Professional Affiliations

AIA Associate

Education

Bachelor of Science in Architecture,
Lawrence Technological University

Ashley Leger – AIA Associate

Architect Intern, Interior Design

BENEFITS

- Strong background in project management and contract document production.
- Specializes in finish material selection and specifications.

PROFESSIONAL EXPERTISE

- Programming and Design
- Development of Construction Drawings and specifications
- Project Coordination

PROJECT ROLE

- Interior Design

BACKGROUND

Ashley joined ADG Architecture, llc in 2018 and brings to your team a strong background in interior design and project coordination. She has 8 years of professional experience which includes leading the interior design efforts on a variety of project types including; local government, veterinary, and office renovations.

Relevant project experience for this proposed project includes coordination of interior design for multiple municipal renovation and building projects.

RELEVANT PROJECT EXPERIENCE

- Peace River Baptist Church, Interior Renovation, Punta Gorda, FL
- Gateway Trinity Lutheran Church, Interior Design, Fort Myers, FL
- Westland City Hall, Interior Design, Westland, MI
- City of Romulus Police & Fire, Space Planning/Programming, Romulus, MI
- City of Punta Gorda ADA Building Upgrdes
- City of Punta Gorda Government Buildings Interior Signage

ADG ARCHITECTURE, llc

Michael Stevens
Job Caiptain

Professional Affiliations

Florida Master Gardener Volunteer Association

Education

Associates of Science
Computer Aided Drafting & Design
Southwest Florida College

Master Gardener
University of Florida
Agriculture Division

BENEFITS

- Strong background in architectural design, interior design and project coordination
- Experienced in space planning of multiple departmental office facilities.
- Experienced in public sector governmental building design.
- Master Gradener Specialist

PROFESSIONAL EXPERTISE

- Programming and Design
- Landscape and Master Gardener programs Coordinator
- Development of Construction Drawings and specifications
- Development and Coordination of Community Gardens

PROJECT ROLE

- Master Gradener Specialist
- Community Gardens Programming and Design

BACKGROUND

Michael joined ADG Architecture, llc in 2005.
His experience includes Architectural, Plumbing, Mechanical and Electrical drafting and light design for the following types of buildings

- Governmental buildings
- Marine centers and dry storage facilities
- Public and private school facilities
- Commercial, offices
- Municipal buildings
- Tenant Infill
- Single and multi-family projects, condominiums and apartments
- Churches, religious architecture and related structures

RELEVANT PROJECT EXPERIENCE

Municipal and Offices Facilities:

- Highlands County Traffic Operations Building and Warehouse, Sebring, FL
- Charlotte County Government Complex Parking ADA Remediation, Port Charlotte, FL
- Charlotte County Government, Cultural Center ADA Remediation, Port Charlotte, FL
- Lee County Animal Services Expansion and Renovation, Fort Myers, FL
- City of Fort Myers ADA survey and remediation
- Charlotte County Government Facilities Survey and As Builts
- Team Punta Gorda Community Gardens Programming and Design, Charlotte County, FL
- Charlotte County Schools TEAM sponsored Community Gardens Program, Charlotte County, FL

ATLAS SAFETY & SECURITY DESIGN, INC.

Randall Atlas, Architect

SERVICES PROVIDED:

Crime Prevention Through Environmental Design (CPTED)/Security Design and Analysis
Americans with Disability Act Accessibility Audits, Compliance
Anti-Terrorism Security Assessment and Design
Architectural Programming and Design of Criminal Justice facilities
Expert Witness Testimony in Security Negligence Premises Liability Cases
Expert Testimony on slips, trips, falls, architectural defects, building code compliance
Risk Threat Vulnerability Assessments, Anti-Terrorism Security Master Plans
Training in CPTED, security design, accessibility, jail and prison violence/suicide

PROFESSIONAL REGISTRATION:

CERTIFIED PROTECTION PROFESSIONAL (CPP) from ASIS, #5061
REGISTERED ARCHITECT, State of Florida, #15954; State of Louisiana #5287
NCARB REGISTERED, National Council Architectural Registration Board #31121
CERTIFIED in Sandia Labs Risk Assessment Methodology RAM-W (Dams),T (Power) 2002
CERTIFIED in Critical Infrastructure and Asset Protection – ACAM and PCII, April 2010
CERTIFIED Anti-Terrorism Specialist, Anti-Terrorism Accreditation Board. #100342
CERTIFIED Master Anti-Terrorism Specialist, Anti-Terrorism Accreditation Board. 2010
CERTIFIED in Quality Matters On Line ELearning Certification for FAU Course on CPTED 2013

PROFESSIONAL AFFILIATIONS:

AMERICAN INSTITUTE OF ARCHITECTS (AIA), Fellowship status in 2015, AIA Architecture for Justice Committee member; AMERICAN CORRECTIONAL ASSOCIATION (ACA), Design and Technology Committee member; AMERICAN SOCIETY OF INDUSTRIAL SECURITY (ASIS), Past Chairman of the Security Architecture and Engineering Council; AMERICAN SOCIETY OF SAFETY ENGINEERS (ASSE); ENVIRONMENTAL DESIGN RESEARCH ASSOCIATION (EDRA) Appointed on Editorial Review Board for Environment and Behavior Magazine; NATIONAL SAFETY COUNCIL, Falls Prevention Committee, NATIONAL FIRE PROTECTION ASSOCIATION (NFPA) Premises Security Committee 730-731; AMERICAN SOCIETY OF TESTING MATERIALS (ASTM) Technical committees F33 on Corrections and Detention Facilities, ASTM E54 Homeland Security Committee, F13 Pedestrian/Walkway Safety and Footwear, F12 Committee on Security Systems and Equipment; HUMAN FACTORS & ERGONOMICS SOCIETY; National Institute of Justice Advisory Board on AMERICANS WITH DISABILITIES ACT and CPTED., Board member representative of the FLORIDA DESIGN OUT CRIME (FDOCA); United States Regional Board member of the INTERNATIONAL CPTED ASSOCIATION (ICA), U.S. HOUSING URBAN DEVELOPMENT Technical Assistance Consultant on Security and Crime Prevention; U.S. Department of Justice NATIONAL INSTITUTE OF CORRECTIONS Technical Assistance Consultant. Dr. Atlas has been appointed to the Oklahoma City National Memorial Institute of the Prevention of Terrorism Peer Review Panel 2001; Member of the ASIS Physical Security Measures (PSM) Guideline Committee; member of INTERNATIONAL SOCIETY OF CRIME PREVENTION PRACTITIONERS; member of INTERNATIONAL ASSOCIATION OF COUNTERTERRORISM AND SECURITY PROFESSIONALS; Greater Miami & the Beaches Hotel Association; member FLORIDA CRIME PREVENTION ASSOCIATION; NATIONAL FLOOR SAFETY INSTITUTE Standards Committee B101- Safety Requirements for Slip, Trip and Fall Prevention 2010-2012; Member of Infra-Gard South Florida; Member of INTERNATIONAL ASSOCIATION OF PROFESSIONAL SECURITY CONSULTANTS;

EDUCATION:

Doctorate of Criminology, Florida State University, 1982;
Masters of Architecture, University of Illinois, 1976;
Bachelor of Criminal Justice, University of South Florida, 1976;
Bachelor of Architecture, University of Florida,1974.

TEACHING:

ADJUNCT PROFESSOR **Florida Atlantic University**, College of Social Inquiry (Architecture, Criminal Justice and Urban Planning). Designing Safe Communities with CPTED (Crime Prevention Through Environmental Design), 1998, 2005 - Present. Fort Lauderdale and Boca Campuses, ELearning, and Continuing Education. E-learning Course on CPTED with the FAU Institute of Design and Technology.

ADJUNCT PROFESSOR **University of Miami**, Criminal Justice Program Dept. 1989-1991. **University of Miami**, School of Architecture, courses in Crime Prevention Through Environmental Design (CPTED) 1991, 1994,1995.

ADJUNCT PROFESSOR Criminal Justice Program - Corrections, Criminology, Criminal Justice and Crime Prevention Through Environmental Design Classes, **Florida International University**, Miami, Florida. 1984 to 1991,1997.

VISITING INSTRUCTOR **National Crime Prevention Institute** (NCPI), **University of Louisville**. Crime Prevention Through Environmental Design (CPTED) Classes, Design for Infrastructure Protection, Design Safe Schools. 1993 through 2008.

PROFESSOR **Keiser College**, Criminal Justice Department. Pembroke Pines, FL. 2006 - 2013. Criminal Justice Classes: Deviant Behavior; Victimology; Organized Crime; White Collar Crime; Drugs in Society; Alternative Punishment; Comparative Criminal Justice Organizations; Intro to Corrections, Capstone-Independent Studies.

PROJECT EXPERIENCE:

- CONSULTANT to Broward County School District in association with Safe Havens International. Conduct a security risk assessment of the entire school district, 234 schools. Broward County, FL. June/July 2018
- CONSULTANT to Williamson Shriver Architects, Herbert Hoover High School, Charleston, WV. May 10, 2018
- CONSULTANT to Richmond VA School District with Safe Havens International – CPTED/Security Audit. Sept. 29/30, 2014
- CONSULTANT to Duke University – East and Central Campus Security and CPTED Evaluation. Durham, NC. August, 2013
- CONSULTANT to Safe Haven International on a CPTED and Lighting Analysis of Chicago School District School System, 19 schools. Oct. 4-9. 2012
- CONSULTANT to Safe Haven International on a CPTED and Lighting Analysis of Bibb County GA School District School System, 6 schools. May 8-11, 2012
- CONSULTANT to Risk Solutions International of the Quaker Valley School District Middle School, Sewickley, PA. Sept. 1, 2012
- CONSULTANT to Georgetown University. Security and CPTED Analysis of Campus Perimeter. Aug. 2010
- CONSULTANT to O'Gara Group, Vulnerability and CPTED Assessment of Barry University, Miami, Florida. July 2010.
- CONSULTANT to O'Gara Group, Vulnerability and CPTED Assessment of Florida Memorial College, Miami, Florida. April 2010.
- CONSULTANT to the O'Gara Group, Vulnerability and CPTED Assessment of St. Thomas University, Miami, Fl. March 2010.
- CONSULTANT to Tennessee Board Regents to conduct a security assessment of the University of Memphis Main Campus and Law School, and evaluate a campus wide access control system. Memphis, TN. June 2009

- CONSULTANT to Broadmoor Design Group on New Orleans Holy Cross School. CPTED and security evaluation. April 2008.

- CONSULTANT to Clark County School District (Las Vegas). Conduct a 40 Hr. CPTED class to District staff architects and engineers, as well as the architects and school police working for the District designing new prototype elementary, middle, and high schools. Conducted a review of existing and proposed prototypes and assisting in the development of school security design guidelines for 120 new schools ($10 Billion budget). May 2007.

- CONSULTANT to Tennessee Board of Regents on the Murphreesboro Tennessee State University Research and Science Building, Security Design Review. Murphreesboro, TN. April, 2007.

- CONSULTANT with Techmark Security on the Harvard University Science Project. Security Design, Risk Assessment and CPTED Design. March 2007

- CONSULTANT for Greenville Tech College, Security Analysis for New University Housing. Greenville, SC. Nov. 11, 2006.

- CONSULTANT to Tennessee State University to conduct a security review of the Research and Sponsored Programs Building. Nashville, TN. October 2006

- CONSULTANT to Tennessee State University to conduct a Security master plan for main campus and Avon Williams Downtown Campus. Nashville, TN. September 2006

- CONSULTANT for Medical College of Wisconsin Bio-Medical Laboratory, Milwaukee , WI. In Association with Applied Research Associates. Security and CPTED analysis. April 2005.

- CONSULTANT for University of Miami, Due Diligence Study for ADA Compliance of Gables One Tower. Aug. 2004

- CONSULTANT for Zsycovich Architects for Broward County School Board Homewood High School Addition. Dec. 2003

- CONSULTANT for security and CPTED review on the Homewood Middle School, Birmingham Al. for Giattina Fisher Aycock Architects. 2003

- CONSULTANT for the Boys and Girls Club of America, Atlanta, GA. Assessment of three centers and development of security training curriculum. March 20,2002.

- CONSULTANT for Miami Dade Community College, Security Need Assessment and Threat Analysis. Miami, Fl. March, 2002

- SPEAKER at The National American Institute of Architects Convention in Charlotte on Crime Prevention Through Environmental Design, Design Against Premise Liability and Designing Safe Schools, May 7 -10, 2002.

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* CONSULTANT on CPTED and Security for the Florida International University, New School of Architecture , University Park Campus, Miami. $11 mil building with BEA Associates. March 2000

- SECURITY SURVEY for the University of Louisville, downtown campus. A CPTED and security survey of 110 buildings on campus as part of a Prevention of Violence Against Women Grant. Feb. 2000.

* CPTED and Security Analysis/ Audit of Barry University, Miami, Florida. March, 1995. An extensive security masterplan of the 80 acre campus to reduce opportunity for crime on campus. The security masterplan was implemented with a $1.2 budget and has dramatically improved operations and security at the University.

* SECURITY ANALYSIS of University of Miami Residential Colleges. A CPTED study of crime and security measures of campus housing. December 1994.

SEMINARS AND CONFERENCES:

- PRESENTER at the AIA MIAMI Design Technology Expo on Emerging Security Technology and CPTED Review. Miami, FL. Feb. 15, 2014

- SPEAKER at ACSA (Association of Collegiate Schools of Architecture) on LEED GREEN and MEAN. 10/18/13 FAU Fort Lauderdale October 18, 2013

- SPEAKER/TRAINER at ASIS International Convention – Pre-Seminar Workshop on Implementing a Functional Security System; Designing Safe Schools, and Public Paths to Security. Chicago. Sept. 23-26, 2103

- TRAINER for Goodwyn Mills Cawood with Safe Havens International on Designing Safe Schools at the Safety and Security Summit. Atlanta, GA April 10, 2013

- TRAINER for CREC Connecticut Department of Education with Safe Havens International on Designing Safe Schools at the Safety and Security Summit. New Haven, CT April 9, 2013

- PRESENTER at ASIS International Convention in Atlanta, Sept. 14-17, 2009 a session on Protecting Critical Infrastructure with CPTED and CPTED in Schools: Evacuation and Shelter in Place.

- SPEAKER at ASIS Emerging Trends Convention on "Emerging Trends for Schools and Universities Security; Protecting Critical Infrastructure with CPTED; Resolving Conflicts on Changes to High Rise Security resulting from 9-11 NIST Report". Las Vegas, NV. May 19, 20, 2008

- PRESENTER for School Design Expo on "Designing Safe Schools and Universities with CPTED". April 1, 2008. Chicago. Ill.

- PRESENTER at the Architectural Exchange East for the Virginia AIA. Conducted two workshops: Designing to Protect Critical Infrastructure, and Designing Safe Schools. Richmond, VA. Nov. 5-8,2007

- TRAINER for Clark County School District, CPTED and Designing Safe School Class. Las Vegas, May 2007

- TRAINER for National Crime Prevention Institute on Designing Safe School workshop. University of Louisville, April 2007.

- TRAINER for Palm Beach County (FL) School Police. 1 day CPTED training. June 7-8, 2006.

- TRAINER for the Tennessee Board of Regents Facility Managers on CPTED and infrastructure Protection. Nashville, TN. March, 2006

- Presenter at Campus Security Conference on Designing Safe Schools with CPTED. Chicago, April 19,2004

- WORKSHOP presenter at Harvard Design School on Crime Prevention Through Environmental Design, a two day course, Cambridge, Mass. Jan. 23 -24, 2004

- WORKSHOP presenter at Harvard Design School on Designing Safe Schools, a two day course, Cambridge Mass. June 18-19,2003

- WORKSHOP presenter at Harvard Design School on Crime Prevention Through Environmental Design, a two day course, Cambridge, Mass. March 24, 25, 2003

- SPEAKER at the Campus Security & Safety Conference. Workshop on Designing Safe Schools with CPTED. Chicago. Oct.21, 2002

- SPEAKER on Designing Safe Schools, at the Florida Education Facility Planners conference in Naples, Fl. July 10,2002

- TRAINER for University of Michigan, Ann Arbor. 1 week CPTED training course to campus police and facility managers. June 17-21,2002

- SPEAKER on Designing Safe Schools with CPTED at CAMPUS SECURITY Journal's Conference on School Safety in Charlotte, NC. Feb 26.2002.

- SPEAKER on CPTED, Designing Safe Schools at National Association of School Resource Officers Spring Conference in Miami, Florida on July 17, 2001

- SPEAKER on CPTED, Designing Safe Campuses at International Association of College Law Enforcement Spring Conference in Williamsburg, Virginia on June 25, 2001

- TRAINER on CAMPUS CRIME PREVENTION for the Tennessee Board of Regents, Facility Managers Training, April 17, 2001 in Nashville, Tenn.

- PRESENTER at the International CPTED Association Convention on CPTED /Security Audits for Schools. Dec. 7, 2000.

- TRAINER at Designing Safe Campus's Workshop, University of Wisconsin, Madison Nov. 9,2000.

- TRAINER in CPTED on Safe School Design for American Institute of Architects, Miami Chapter. April 15, 2000.

- TRAINER for Ohio State University, Columbus Ohio. 2 day intensive class and design charette on CPTED for the architectural, security, and law enforcement staff for development of CPTED Campus Masterplan. May 24-26,1999

PUBLISHED ARTICLES AND PAPERS

- Crime Prevention Through Environmental Design Transect Module for the Center for Applied Transect Studies to supplement the base SmartCode. January 16, 2012. http://transect.org/modules.html

- "Prevent Crime – Design In Your Security". Parking Today Magazine. Vol. 16 Number 3 March 2011. Pp. 16-19

- "Security in 2020". Lawrence Fennelly, Editor. CPTED in the 21st Century, Chapter 12 by Randy Atlas. ASIS International. 2010.

- "CPTED lights the Way". Parking Today Magazine. July 2010. Pp. 41-42.

- 21st Century Security and CPTED: Protecting Critical Infrastructure. Taylor Francis Publisher. June 2008. 2013

- "Fear of Parking". Parking Today Magazine. March 2008. Pp.20-22.

- "Designing Safer Schools". The Construction Specifier. February 2008. Pp. 71-85.

- "Schools Behind Bars: Designing safe and secure Schools and Colleges". Security Technology and Design Magazine. August 2007. Pp. 32-38.

REFERENCE:
Marcus Elliott, PE
Senior Project Manager
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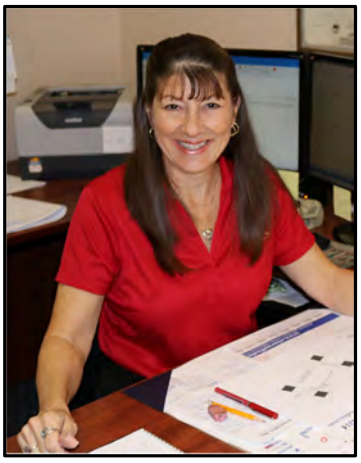
Marisa G. Mangani

VICE PRESIDENT OF SALES



Born and raised in Hawaii, Ms. Mangani began working in kitchens as a teenager. After graduating with an Associate degree in Restaurant Management, Ms. Mangani became an accomplished chef in New Orleans and Hawaii. In 1984 she joined Sanders International Ventures, which took her to three World Expositions to design, plan and operate high-volume international kitchens. In 1994 she joined Fishman & Associates, Inc. and her planning, consulting and design experience has spanned a variety of industries including Colleges, Universities, Healthcare, Hotels, Clubs and Restaurants.

PROJECT EXPERIENCE

Ringling College of Art & Design, LEED Certified, Sarasota, Florida

Desoto Boys and Girls Club, Bradenton, Florida

New College, Sarasota, Florida

State College of Florida, Bradenton and Venice, Florida

Edison State College, Fort Myers, Florida

San Juan University, Dominican Republic

Eckerd College, St. Petersburg, Florida

USFSM, Sarasota, Florida

EDUCATION:
Associate of Science
in Restaurant Management
Portland State/Portland Community College, Sylvania Campus
Portland, Oregon 1981

CERTIFICATIONS:
Computer Aided Drafting, 1995
Certified Food Service Professional (C.F.S.P.)

AWARDS:
Silver Medal, Hot Food Competition, Florida Restaurant Show
Orlando, Florida 1993

CURRENT PROFESSIONAL AFFILIATIONS:
Certified Food Service Professional (C.F.S.P.)

YEARS OF EXPERIENCE: 39

YEARS WITH FISHMAN & ASSOCIATES, INC: 24

CONTACT:
Marisa@fishmaninc.com

625 NW 60th Street, Suite C Gainesville, Florida 32607
Telephone : (352) 331-5111 Website: www.siebeinacoustic.com

Key Personnel

Mr. Siebein brings to the team strong academic credentials as Professor Emeritus of Architecture at the University of Florida and over 38 years' experience in acoustical consulting in all phases of architectural and acoustical design from conceptualization to construction administration and post occupancy studies on over 2,000 projects worldwide.

His research has allowed him to stay at the cutting edge of acoustical design and his vast portfolio encompasses most every project type. He understands the importance of designing state-of-the-art spaces and is able to develop cutting edge, yet practical solutions for sound enhancement and noise control in educational facilities including teaching laboratories, classrooms, faculty support spaces, auditoriums and offices, among many other environments. He optimizes solutions that are both creative and value-engineered and has responsibility for overall management of the firm's consulting services to ensure quality assurance and quality control for project completion.

EXPERIENCE

- Principal Consultant, Siebein Associates (1981-present) Acoustical consulting commissions in private practice, including space shaping of theaters, interior and exterior noise control, mechanical system noise control, and sound system design.
- Faculty Member (Professor), University of Florida (1980-2015)
  - University Research Foundation Professor (1999-2002)
  - Director, Architecture Technology Research Center (1985-2015)
- Architectural design work in several small firms in southwestern Connecticut (1972-1980)

United Technologies Center for Building Innovation
Palm Beach Gardens, Florida

Darden Foods Corporate Headquarters
Orlando, Florida

Harris Corporation High Technology Office
Palm Bay, Florida

Gary W. Siebein, FASA, FAIA, NCARB
Senior Principal Consultant

AREAS OF EXPERTISE

Soundscape Design; Environmental Noise; Architectural Acoustic Design; MEP Noise & Vibration Control

EDUCATION

M.A. (Architecture), 1980, UF
B.A. (Architecture), 1978, RPI
B.S. (Building Science), 1972, RPI

REGISTRATION

Registered Architect FL, GA, NCARB

AFFILIATIONS

Fellow: AIA, ASA
Member: NCAC, ASTM, ASHRAE

Hyun has studied and worked in the field of architectural acoustics, architecture, and building construction in various capacities for more than 25 years and has worked on over 890 projects worldwide. He specializes in soundscape planning, architectural acoustical design, and environmental acoustics. Hyun focuses on visionary acoustics, ensuring the final design blends in as a part of the community. Mr. Paek serves as a mentor to his colleagues, encouraging them to reach beyond the boundaries of the modern acoustical field and to find creative solutions to complex acoustical issues.

Hyun's extensive experience allows him to organize and supervise acoustical measurements that are critical to designing the soundscape. He is proficient at analyzing present and future noise impacts of sources. He has extensive experience in noise assessment, 3-D computer modeling and calibrations, planning and analysis of acoustical measurements, and monitoring of sound levels. Hyun is deeply experienced in project management, proactively leading teams through each project phase of soundscape design.

EXPERIENCE

- Associate Principal Consultant, Siebein Associates, Inc. 2014-present
- Senior Consultant, Siebein Associates, Inc. 2007-2014
- Consultant, Siebein Associates, Inc. 2000-2007
- Project Architect, Jeong Ik Architects and Engineers 1996-1997
- Project Architect, Ilkun C&C Architects 1994-1996

JP Morgan Chase
Miami, Florida

Agilent Technologies Office Building
Colorado Springs, Colorado

Nielsen Media Research
Oldmar, Florida

Hyun G. Paek, ASA, INCE
Associate Principal Consultant

AREAS OF EXPERTISE

Architectural Acoustic Design; Mechanical System Noise & Vibration; Environmental Noise

EDUCATION

MA (Architecture), 1994, Univ of PA
BA (Architectural Studies), 1992, Univ of WA
BS (Building Construction) 1992, Univ of WA

AFFILIATIONS

Member: ASA, Florida Chapter ASA, INCE, ASHRAE

Key Personnel

Keely has 17 years' experience in acoustical research, technical field data collection and analysis, room acoustics, sound isolation and environmental acoustics. She has completed work on more than 260 projects for clients on a wide range of projects. She has completed research on natural, historic, and urban soundscapes, classroom acoustics, performance space acoustics, and performed critical analysis of acoustical standards.

Keely has worked on various building types including amusement park attractions, worship spaces, performance spaces, educational facilities, condominiums, and restaurant and dining facilities performing acoustical measurements, analysis, and design of the spaces. She has also worked on a number of environmental impact projects and traffic noise studies and has proficiency with acoustical modeling software such as CATT-Acoustic, Ecotect, TMN, and CadnaA. Keely's technical expertise is complimented by her sensitivity to design aesthetics and client needs, and she ensures there is open communication and collaboration among all parties involved with every project.

EXPERIENCE

- Siebein Associates, Inc.: Senior Consultant, 2016-present; Consultant, 2009-2016; Junior Consultant, 2002-2007; Research Assistant, 1999-2002

Satcom Direct Office
Melbourne, Florida

Arthrex Office
Naples, Florida

Tampa International Airport Office Building
Tampa, FL

Keely M. Siebein, ASA, INCE,LEED AP BD+C
Senior Consultant

AREAS OF EXPERTISE
Architectural Acoustic Design
Environmental Noise

EDUCATION
M.A. Architectural Acoustics, 2012, UF
B.A. Theater, 2007, UF

AFFILIATIONS
Member: ASA, FL-ASA, INCE, ASSP, FHEA, FL-AIHA COST

Gary has 11 years' experience consulting with Siebein Associates and has worked on more than 255 projects. He is a member of Siebein Associate's A/V Design Team where his expertise in sound system and A/V design allows him to design functional and practical sound, audio and video systems in performing arts centers, religious facilities, educational facilities, theme parks and many other building types.

Gary is also a key member of our environmental noise team, leading many environmental noise impact studies in the field. His technical dexterity and extensive experience allow him to operate specialized equipment and advanced digital software under any conditions to gain insight into custom sound mitigation techniques and design solutions.

He is fluent on many sound level meters including meters by Larson Davis, B+K, Cesva, Rion and Ivie. He is proficient in architectural/acoustic software programs including AutoCAD, TNM, SARNAM, WinMLS, and EASE.

EXPERIENCE

- Siebein Associates, Inc. - Consultant (2016 - present)
- Siebein Associates, Inc. - Technical Acoustic Specialist (2010 - 2016)
- Siebein Associates, Inc. – Junior Consultant (2008 - 2010)

CSX Headquarters Building
Jacksonville, Florida

Collier County School District Auditorium
Naples, Florida

The Pointe Office at Harbour Island
Tampa, Florida

Gary Siebein Jr., CTS, AVT
Consultant

AREAS OF EXPERTISE
Acoustical Measurements, Environmental Noise, Sound System Design

CERTIFICATIONS
Certified Technology Specialist
Infocomm Audio Visual Technologist
Audinate Dante Certification Level 1
Cambridge Qt Pro Certified Masking Expert
Dynasound Pro Certified Masking Expert

AFFILIATIONS
Member, Florida Chapter ASA

Key Personnel

Marylin designs creative solutions to acoustical challenges faced in more than 30 project building types. Marylin's intuitive ability to visually space and sound three-dimensionally helps her have clear conversations with owners, architects, engineers, and contractors.

Marylin has been immersed in more than 235 projects during her 5 years with Siebein Associates and is experienced in all phases of project management, from schematic design through construction. She actively participates in project meetings, clearly communicating acoustical design goals and acoustical recommendations to designers, owners, user groups and project stakeholders. Marylin consistently applies her skills and experience to find creative acoustic solutions for her projects and excels in in providing acoustic design and analysis for critical acoustic spaces.

She is proficient in many architectural/acoustic software programs including AutoCAD, Revit, Trane, VA Select, Ibana Calc, Cope Calc, TNM, CadnaA, CATT Acoustic, and Photoshop.

EXPERIENCE

- Consultant, Siebein Associates Inc. (2014– present)
- Intern Consultant, Siebein Associates Inc. (2014)
- Graduate Teacher Assistant, University of Florida (2013 – 2014)

United Technologies Center for Building Innovation
Palm Beach Gardens, Florida

Embarc Collective Office
Tampa, Florida

Clinical Research of West Florida Office
Tampa, Florida

Marylin Roa, Assoc. AIA, ASA, INCE
Consultant

AREAS OF EXPERTISE
Architectural Acoustic Design, Mechanical System Design, Environmental Noise

EDUCATION
Master of Architecture, 2014, UF
Bachelor of Architecture, 2012, FIU

AFFILIATIONS
Associate Member, AIA
Member, ASA, INCE

Jennifer excels in architectural acoustic design and analysis. Having worked on more than 185 projects during her 4 years with Siebein Associates, Jennifer is proficient in full-cycle project management from schematic design through construction and has considerable experience in taking field measurements, analyzing data, and performing acoustical calculations.

Jennifer is fluent in many architectural/acoustic software programs including Adobe Suite Programs, AutoCAD, Rhinoceros, VRay Rendering Software, Brazil Rendering Software, Grasshopper Software, Microsoft Office Programs, Ecotect, and V-A Select and is proficient in taking acoustic measurements using sound level meters by Rion, Cesva, B+K and Larson Davis.

She collaborates very well with architects, design teams and project stakeholders, carefully analyzing design criteria, and consistently creating functional and aesthetically pleasing acoustical systems in a wide variety of building acoustic and environmental noise projects.

EXPERIENCE

- Consultant, Siebein Associates, Inc. (2015-present)
- Intern Consultant, Siebein Associates, Inc. (2014-2015)

JP Morgan Chase
Jacksonville, Florida

GL Homes Executive Office
Sunrise, Florida

Arthrex Office
Naples, Florida

Jennifer Russell Miller, ASA, Assoc. AIA
Consultant

AREAS OF EXPERTISE
Acoustical Measurements, Architectural Acoustic Design, HVAC Design

EDUCATION
M.A. Architecture, 2015, UF
B.D. Architecture, 2013, UF

AFFILIATIONS
Associate, AIA
Member, ASA

Key Personnel

During his 3 years with Siebein Associates, Matthew has worked on more than 165 projects and excels in developing acoustical solutions for clients that are both efficient and aesthetically pleasing. He is experienced in all phases of project management, from schematic design through construction and collaborates perceptively with project stakeholders, consistently providing intuitive acoustical design goals and recommendations.

He is adept in many architectural/acoustic software programs including AutoCAD, Revit, Rhinoceros, VRay Rendering Software, Grasshopper Software, Ecotect, V-A Select, Trane Acoustic Program. Matthew is also experienced in taking acoustic measurements using sound level meters by Larson Davis and using Win MLS software.

Matthew is highly accomplished in performing mechanical system noise and vibration analysis and room acoustic analysis. He is experienced in taking field measurements, analyzing data, performing acoustical calculations and providing recommendations.

EXPERIENCE

- Consultant, Siebein Associates, Inc. (2016-present)
- Intern Consultant, Siebein Associates, Inc. (2015 -2016)

Exactech
Gainesville, Florida

JP Morgan Chase Brickell
Miami, Florida

Matthew Vetterick, Assoc. AIA, ASA
Consultant

AREAS OF EXPERTISE
Acoustical Measurements, Architectural Acoustic Design, Mechanical System Noise and Vibration

EDUCATION
M.A. Architecture, 2016, UF
B.D. Architecture, 2014, UF
A.A. Architecture, 2012, Valencia College

AFFILIATIONS
Associate, AIA
Member, ASA

Biographical Data

LINDSEY N. WEAVER, P.E.

Title Senior Geotechnical Engineer / Licensed Asbestos Consultant

Expertise Geotechnical Engineering and Asbestos Consulting

Academic Background B.S. Civil Engineering, University of Maryland, 1980

Professional Registrations
Professional Engineer – Florida PE #41790
Licensed Asbestos Consultant – Florida #EA#00046
Professional Engineer – Mississippi PE #12901
Professional Engineer – Alabama PE #15575
Professional Engineer – Louisiana PE #27509

Experience Mr. Weaver has over thirty-nine (39) years experience in geotechnical and asbestos consulting, for both public and private sector projects. Additionally, Mr. Weaver has completed the geotechnical exploration and engineering for projects in Lee, Charlotte, Collier, Highlands, Glades and Henry Counties and the surrounding areas for the past twenty-nine (29) years and is very familiar with local and regional soil conditions. His experience includes numerous major public works projects in the areas of geotechnical engineering and asbestos consulting.

Project Experience

- Gulf Coast Hospital Expansion, Fort Myers, Florida – This project included a large expansion to the existing Gulf Coast Hospital off Daniels Road in Fort Myers. The expansion included one to five story steel framed building additions, new parking and drive areas and modifications to the storm water management facilities. Universal Engineering Sciences completed a comprehensive geotechnical investigation for the project including numerous test borings advanced to depths of 25 to 100 feet below the ground surface, laboratory soil testing, geotechnical engineering evaluations of the proposed construction with respect to the soil conditions encountered and development of recommendations for foundation design, site preparation, pavement design and other soil related design parameters. Universal also completed material testing and threshold inspection services. Mr. Weaver served as Universals Senior Geotechnical and Materials Engineer for the project.

- BP #18, Terminal Demolition, Orlando Executive Airport – This project involved the demolition of her terminal building at the Orlando Executive Airport. Universal Engineering Sciences was responsible for evaluating the building for the presence of asbestos containing material. Once identified, detailed plans and specifications were prepared for the abatement or in place demolition of the confirmed asbestos containing materials. Mr. Weaver served as the Senior Project Engineer / Asbestos Consultant and was responsible for overseeing all field activities and preparation of the abatement plans and specifications.

- Boston Red Sox Spring Training Facility (a.k.a. Jet Blue Park), Lee County, Florida - This project involved the design and construction of a new spring training baseball facility on a vacant parcel of land in Lee County, Florida. Universal Engineering Sciences (UES) performed a preliminary and final geotechnical exploration including test borings up to 120 feet below site grade. After the soils were classified and soil strength properties determined, an engineering evaluation of the soil condition was completed and recommendations provided for site preparation, foundation design and pavement design. During construction, UES performed field and laboratory tests for the fill material placed and compacted in the building area including backfill for a large lake area which was formerly located on the site. Additionally, UES verified vibro-replacement with stone column ground improvement procedures and the installation and load testing of ground anchors to resist up lift forces. Mr. Weaver served as the Senior Engineer for this project.

- Existing Structures, Mid Point Bridge and Corridor, Lee County, Florida – This project involved the survey of over 100 structures for the presence of asbestos containing materials for the Lee County Department of Transportation. The structure under consideration was scheduled for demolition as part of right-of-way acquisition for the planned Mid Point Bridge Corridor. Mr. Weaver served as Senior Asbestos Consultant on this project. His responsibilities included overseeing all field activities, report preparation and recommendations for disposition of the asbestos materials during planned renovations / demolition.

- FPL Charlotte Harbor Support Structures, Charlotte County, Florida – This project included the replacement of the support structures for FPL's transmission lines across the Peace River between Punta Gorda and Charlotte Harbor. Under contract with FPL, Universal Engineering Sciences (UES) performed a series of ten (10) water based Standard Penetration Test Borings to depths of 40 to 60 feet below the mud line. The borings were completed using a barge mounted dill rig in water depths of 5 to 20 feet. The samples recovered from the borings were returned to the laboratory for classification and index testing. UES prepared a detailed geotechnical report including boring logs depicting the soil conditions encountered and recommendations for soil related design parameters. Mr. Weaver served as UES's senior geotechnical engineer for this project.

- Tom Adams Bridge Rehabilitation, Charlotte County, Florida – This project involved the design for the rehabilitation of the Tom Adams bridge including a new tender house structure. The planned tender house was to be independently supported on pile foundations adjacent to the existing bridge deck. Universal Engineering Sciences completed a comprehensive geotechnical exploration for the tender house foundation. The field exploration included a water based boring advanced from a barge to a depth of 130 feet below the mudline. Universal's scope of services included laboratory soil testing, geotechnical engineering evaluations, development of the pile data table and foundation recommendations. Mr. Weaver served as Universal's Senior Geotechnical Engineer for the project.

- Harborview Road Bridge Replacement, Charlotte County, Florida – This project involved the design of a replacement bridge on Harborview Road over the Desoto Canal. Universal Engineering Sciences completed a comprehensive geotechnical exploration for the project as part of the design team. The subsurface investigation included test borings advanced to a depth of 125 feet below the ground surface adjacent to the bridge, laboratory classification and environmental testing, and engineering evaluation with respect to the planned bridge structure and recommendations.

- Placida Roadway Widening Design, Charlotte County, Florida – This project involved the design for the widening of Placida Road from Rotunda West to Cape Haze Drive from two to four lanes with sidewalks. The project also included the potential excavation of three retention areas as part of the stormwater management facilities for the project. Universal Engineering Sciences completed a comprehensive geotechnical exploration for the project including shallow auger borings and deeper Standard Penetration tests borings along the planned widening alignment and retention areas, pavement cores, laboratory soil testing, geotechnical engineering evaluations, and recommendations for groundwater control, roadway embankment construction, retention pond considerations and pavement design. Mr. Weaver served as Universal's Senior Geotechnical Engineer for the project.

Years Experience 39

MATTHEW A. HOFFMAN, E.I.

Project Engineer

Expertise Geotechnical Engineering/Environmental Engineering/Asbestos Building Inspector

Academic Background 2001/Bachelor of Science/Environmental Engineering, University of Florida

Certifications 2001/OSHA Hazwoper 40 hr. Site Training
EPA Accredited Asbestos Building Inspector - Certification No. 080419-0085

Professional Affiliations Florida Engineering Society

Experience Mr. Hoffman has over seventeen (17) years experience in the management of geotechnical and environmental projects from the estimating stage to the delivery of final reports.

Mr. Hoffman's geotechnical project experience includes municipal utilities projects, commercial buildings, single and multi-family residences buildings and roadway projects. Additionally, Mr. Hoffman has experience in asbestos evaluations, Phase I ESA's, Phase II ESAs, Spill Prevention Control and Countermeasure Plans and source removals.

Project Experience **Linear Park, Punta Gorda, Florida**. This project involved the construction of a paved bike trail with associated improvements which included light poles, retention areas, parking areas and bridges. Foundation recommendations included driven piles to support high bridge foundation loads. Mr. Hoffman served as the staff engineer responsible for review of all field data, geotechnical engineering evaluation and report preparation for this project.

Proposed LeeSar Facility, Fort Myers, Florida This project involved the construction of a ~170,000 ft^2 warehouse building. Foundation recommendations included soil improvement using vibro-replacement with stone columns due to high foundation loads. Mr. Hoffman served as the staff engineer responsible for review of all field data, geotechnical engineering evaluation and report preparation for this project.

Proposed Diversified Yacht Facility, Fort Myers Beach, Florida This project involved the construction of new boat storage facility. Foundation recommendations included auger cast piles foundations along with soil improvement using vibro-replacement with stone columns due to high foundation loads. Mr. Hoffman served as the staff engineer responsible for review of all field data, geotechnical engineering evaluation and report preparation for this project.

Asbestos Containing Building Material Evaluations, Statewide, Florida. Mr. Hoffman has been involved in over 100 asbestos containing building material evaluations. Mr. Hoffman served as the building inspector responsible for the inspection of the structures, field sampling and coordination and report preparation.

Phase I Environmental Assessments, Statewide, Florida. Mr. Hoffman has been responsible for over 350 Phase I environmental site assessments for the purpose of acquisition or re-financing. Specific sites are investigated for potential hazardous/toxic waste and/or petroleum exposures. Included within these assessments are reviews of historical land use activities and ownership, examination of historical aerial photography, reconnaissance of the site and nearby properties, regulatory file review, and a summary report to recommend the appropriate action. The results of these evaluations are compared with state and federal standards and compiled into report form. These reports enable UES's clients to make informed decisions based on an understanding of potential environmental liabilities associated with contamination of subject properties and nearby sites.

Phase II Environmental Assessments, Statewide, Florida. Mr. Hoffman has been responsible for over 50 Phase II environmental assessments which have been based on the results of the Phase I environmental assessments. These assessments have included the installation of groundwater monitoring wells and the sampling and analysis of groundwater, surface water, soils, and sediment contamination at strategic locations for key chemical indicators of hazardous waste or petroleum products, using various EPA methods. Included in these assignments are the analyses of soil and groundwater samples, and a final report describing the detected chemicals, state or federal action levels, and recommended actions.

Years with Universal	15 (2003)
Years with Other Firms	2

TODD R. REBOL, PE

Mr. Rebol, as a Vice President and Principal of ***Banks Engineering***, is responsible for the management of the Port Charlotte branch office which services Charlotte County, DeSoto County, the City of Venice and the City of North Port. As manager, he is responsible for the everyday operations of the office, which includes the management of projects and personnel. He utilizes this to place individuals on a project that will draw upon the individual's best engineering and/or surveying skills for that particular project. In addition to his experience as a manager for ***Banks Engineering***, he has comprehensive experience in the design, permitting, management and construction of a large range of projects for both the public and private sectors.

SELECTED REFERENCE PROJECTS

District One Sheriff's Office (Charlotte County, Florida)
This project includes the development of a new approximately 11,500 sf sheriff office located on 12 acres in West County. ***Banks Engineering*** completed the site civil portion of the project including the stormwater, utilities and grading designs for the project. ***Banks Engineering*** also obtained all of the site related permits for the project necessary for construction.

District Three Sheriff's Office (Charlotte County, Florida)
This project includes the development of a new approximately 16,600 sf sheriff office, 24,600 sf forensic evidence building and an impound area located on 10 acres in Mid County. ***Banks Engineering*** completed the site civil portion of the project including the stormwater, utilities and grading designs for the project; and provided all surveying support related to the design process. ***Banks Engineering*** also obtained all of the site related permits for the project necessary for construction.

West County Annex Building (Charlotte County, Florida)
This project includes the development of a new approximately 17,950 sf Annex Building located on 10 acres in West County. ***Banks Engineering*** completed the site civil portion of the project including the stormwater, utilities and grading designs for the project; and provided all surveying support related to the design process. ***Banks Engineering*** also obtained all of the site related permits for the project necessary for construction.

SPECIFIC PROJECT ATTRIBUTES

- Management experience in coordination with multi-discipline projects.
- Permitting experience in obtaining Southwest Florida Water Management District Permits.
- Experience in working with Project Manager.
- Experience with projects in Charlotte County.

Title:
Vice President

Project Role:
Principal in Charge – Site Design

Education:
B.S., Mechanical Engineering, University of South Florida, 2001

Registrations/ Certifications:
Professional Engineer, Florida, No. 64040

Professional Affiliations:
Charlotte County Industrial Development Authority
Charlotte County Economic Partnership
Charlotte County Chamber of Commerce
Charlotte/DeSoto Building Industry Association

Office:
Port Charlotte, Florida

Years of Experience:
Sixteen (16)

Years with Banks Engineering:
Sixteen (16)

Resume

Charles F. Kus
Regional Director – Principal in Charge

PROFESSIONAL EXPERIENCE
Mr. Kus provides overall leadership and direction to TRC Worldwide Engineering's operations in the Central and Northern Florida geographic regions and in the Texas market. With 30+ years of experience in the engineering, architecture and construction industry, Mr. Kus has been involved in a wide and varied range of development projects nationwide and internationally. He provides executive oversight for projects from the initial negotiations phase thru development, design and construction while focusing on the goal of client satisfaction. Mr. Kus provides guidance and mentoring to focus TRC's team of senior project leaders, managers, engineers and technical staff on our common goal of exceptionally meeting the needs of our clients from a quality and service standpoint.

Mr. Kus' experience includes engineering for high-rise, high-end mixed use and distribution facilities; project management and leadership for a wide variety of projects of various sizes and complexity, including education, municipal/civic and healthcare; due diligence, site investigations and project permitting; owner's representative, design-build, and CM at risk delivery systems; and regional office development and management. Mr. Kus is focused on the quality of our deliverables, timely and effective communication and client satisfaction.

YEARS EXPERIENCE
Total Years of Experience: 32
With Current Employer: 4.5

PROFESSIONAL REGISTRATION
Registered Professional Engineer: TX
USGBC LEED Green Associate

EDUCATION
Master of Science in Structural Engineering
University of Illinois at Chicago, 1984

Bachelor of Science in Civil Engineering
University of Illinois at Chicago, 1983

PROFESSIONAL AFFILIATIONS
American Society of Civil Engineers
U.S. Green Building Council
American Concrete Institute

TRC WORLDWIDE ENGINEERING

MUNICIPAL PROJECT EXPERIENCE

Sarasota County South County Courts Expansion and Renovation
Venice, FL
New 46,000 municipal courts building with 4 courtrooms and support facilities; renovation of 2 existing County court and administration buildings

Highlands County Detention Center Expansion
Sebring, FL
8,000 gsf expansion on 2 levels with 12 additional cells and support facilities

Charlotte County South County Library & Archive
Punta Gorda, FL
New 24,000 gsf municipal library and County archive facility.

Charlotte County Recreation Centers (3) Renovations
Punta Gorda, Port Charlotte and Englewood, FL
Renovations and expansions to existing recreation centers

Charlotte County West County Annex
Englewood, FL
New 20,000 sf, single story facility housing supervisor of elections, human services, non-profit programs, volunteer services, and district commissioner offices

Highlands County Sheriff's Office
Sebring, FL
New two-story, 50,000 square foot law enforcement facility on an 8.8 acre site, the facility is designed to survive and function in extreme Category 3 - 4 hurricane wind speeds through the use of wind and impact resistant construction materials.

Tampa Fire Station No. 1 and Department Headquarters
Tampa, FL
Structural restoration of the three–story downtown TFD Headquarters structure and parking garage.

City of Tampa Continuing Engineering Services
Tampa, FL
Contract thru 05/01/18

Sarasota County Fire Stations – Multiple Projects
Sarasota County, FL
Multiple Fire and Rescue facilities both single story and two story ranging in size from 8,700 sf to 13,500 sf with construction budgets in the range of $3.0M.

Tarrant County Maximum Security Correctional Facility*
Ft. Worth, TX
New 5-story, 150,000 sf state-of-the art correctional facility located on the County Justice campus in downtown Ft. Worth, Texas.

Tarrant County Medical Examiner's Office Expansion*
Ft. Worth, TX
New 2-story, 80,000 sf expansion to the existing County Forensics facility in Ft. Worth, Texas.

*Indicates project with previous employer

Resume

Marcia Alvarado, P.E.

Structural Project Manager

PROFESSIONAL EXPERIENCE

Ms. Alvarado provides a unique combination of engineering and Building Information Modeling (BIM) coordination to TRC Worldwide Engineering's operations in the Florida geographic regions and throughout the United States. She has 10 years of structural engineering experience for new construction and renovation design for multiple projects around the United States and internationally. Marcia provides engineering design and BIM workflow and coordination for projects from the schematic phase thru design development, design and construction while focusing on the goal of client satisfaction. Ms. Alvarado performs structural engineering design while maintaining a high level of awareness to the multidiscipline coordination required to minimize issues during construction through BIM technology.

Marcia's expertise includes new structural steel, concrete, masonry, and foundation design for multistory structures, including antiterrorism/force protection (AT/FP) and progressive collapse design. Her expertise includes higher education and federal and aviation markets which expand to various mixed-use type buildings throughout the country. Marcia also has engineering experience in structural design for restoration, construction and forensic engineering investigations and structural analysis for existing buildings for seismic, wind, and AT/FP blast resistance and progressive collapse upgrades, including National Technical Reviews for various FEMA programs.

YEARS EXPERIENCE

Total Years of Experience: 12

REGISTERED PROFESSIONAL ENGINEER

New York	PE 090682
Florida	PE 71423

EDUCATION

Master of Science in Civil/Structural Engineering
University of South Florida, 2009

Bachelor of Science in Civil/ Structural Engineering
Florida Institute of Technology, 2004

PROFESSIONAL ORGANIZATIONS

American Society of Civil Engineers American
Institute of Steel Construction
ACE Mentoring of Greater Tampa Bay – Board/VP

TRC
WORLDWIDE ENGINEERING

MUNICIPAL PROJECT EXPERIENCE

Sarasota County South County Courts Expansion and Renovation
Venice, FL
New 46,000 municipal courts building with 4 courtrooms and support facilities; renovation of 2 existing County court and administration buildings

Highlands County Detention Center Expansion
Sebring, FL
8,000 gsf expansion on 2 levels with 12 additional cells and support facilities

Charlotte County South County Library & Archive
Punta Gorda, FL
New 24,000 gsf municipal library and County archive facility.

Charlotte County Recreation Centers (3) Renovations
Punta Gorda, Port Charlotte and Englewood, FL
Renovations and expansions to existing recreation centers

Charlotte County West County Annex
Englewood, FL
New 20,000 sf, single story facility housing supervisor of elections, human services, non-profit programs, volunteer services, and district commissioner offices

Kissimmee Gateway Airport Air Traffic Control Tower*
Kissimmee, FL
New ATCT at Kissimmee Gateway Airport. The 10-story ATCT has precast walls and structural steel construction for the upper portions of the tower. Costs: $3.2 million. Duration: 11/2014 – 09/2015

Brushy Creek Community and Recreation Center Expansion*
Austin, Texas
A new expansion of the existing recreational facility, including a pre-engineered metal building for the large 15,000sf gymnasium and a conventional structural steel structure with steel joists. Costs: $5 million. Duration 06/2015 – Present

Lakewood Ranch Operations Facility*
Lakewood Ranch, FL
New municipal operations building that will provide workspace for current and future professional staff and provide the support services for various public works services, vehicles, and vendors. Costs: $2 million. Duration: 07/2012 - 10/2013

Lakeland Linder Regional Airport Air Traffic Control Tower*
Lakeland, FL
A new ATCT of 17,000 sf at Lakeland, Florida. The 12-story ATCT has precast walls and structural steel construction for the upper portions of the tower. Costs: $4.5 million. Duration: 02/2014 – 03/2016

City of Orlando Continuing Structural Inspection Services*
Orlando, FL
Inspections of six parking garages located in downtown Orlando, Florida, including site investigation and a detailed report including the findings, evaluation, and repair recommendations for each parking garage. The condition assessment structural report included

selective representative photographs of typical damage observed and figures showing areas of concern. Contract Value: $70k. Duration: 05/2009 – 04/2013

Albert Whitted Airport Air Traffic Control Tower*
St. Petersburg, FL
A new air traffic control tower at the City of St. Petersburg's General Aviation Airport that could be entered into the FAA Contract Tower Program. Services performed included siting, conceptual and final design, bidding support, construction administration, and record drawings review. Costs: $1.85 million. Duration: 04/2010 – 01/2011

Collier Area Transit Passenger Transfer Facility*
Collier County, FL
Renovation of existing administration and maintenance facilities and the new construction of a bus wash facility, a fuel station facility, and a fares collection room. The renovation of the administration facility consisted of ADA improvements to restrooms, stairs, and ramps, as well as the addition of a new elevator for access to the second floor. Exterior accessible restrooms were also incorporated along with a new second floor addition for office spaces. Renovation of the maintenance facility primarily consisted of reconfiguring and enlarging the existing openings to facilitate bus entry. Costs: $5 million. Duration: 11/2012 – 05/2015

*Indicates project experience with previous employer

ENGINEERING
FOR ARCHITECTURE

BRETT L. SANDS, PE, LEED AP

Electrical Engineer of Record

Experience

Brett has 36 years of experience in electrical engineering. He is well versed in the design of power distribution, emergency power generation, control systems, communications, interior and exterior lighting, sound systems, fire protection and lightning protection systems, security and alarm systems. Brett has extensive experience in engineering projects to achieve predefined energy budgets, often utilizing alternative energy sources, to include PV panels. He also has experience in asbestos remediation programs. Relevant project experience includes:

Community School of Naples - Student Center, Naples, FL
Engineering and design for Phase 1 of a two phase addition to the existing Community School of Naples. Phase 1 consists of a 26,000sf Student Activity Center. $5.6 Million / 26,000 sf

Grace Place for Children and Families, Naples, Florida
Renovation of an existing church building for use as an educational facility and community center. $2.5 million / 1600 sf

Grace Place for Children and Families Phase II, Naples, FL
Three new buildings adding classrooms, media center, and educational center expansion. $3 million / 13,178 sf

Baker Pre-K Center, Punta Gorda, Florida
One-story building with classrooms, administration offices, community meeting area, cafeteria and kitchen. First Florida Certified LEED NC 2.2 public school. $12.4 million / 52,000 sf

City of North Port City Hall & Police Station, North Port, FL
New two-story building featuring office space, training and workout facilities, showers and locker rooms, holding areas, specialized labs, secure evidence storage, and dispatch center. Three-story city hall has city offices, a public gathering area, City Commission chambers, planning, human resources and other administrative offices. $15 million / 100,000 sf

City of Venice Public Safety Facility, Venice, Florida
New hurricane-hardened public safety command center. Includes multipurpose rooms, a media room, a community meeting room open to the public and other organizations, evidence processing and storage space, an incident command center, and training rooms. $16 million / 30,000 sf

Brighton Public Safety Complex, Brighton, Florida
New police station, fire department, EOC and Tribal Services administration buildings for the Seminole Tribe of Florida. Facility features a solar hot water heating system. Registered LEED NC 2009 target silver. $18.7 million / 96,000 sf

Education

Pennsylvania State University
B.S., Architectural Engineering
1982

Years of Experience

TLC: 25 years
Prior: 12 years

Registrations

PE FL 48477

Professional Affiliations

USGBC, Member

ENGINEERING
FOR ARCHITECTURE

LAWRIN T. ELLIS, PE, LEED AP

Principal-in-Charge / Mechanical Engineer of Record

Experience

Lawrin specializes in the engineering analysis and design of mechanical systems for multiple building types plus has over 15 years' experience in engineering acoustics. In addition to exceptional experience in traditional mechanical engineering tasks, he is recognized for his knowledge in energy analysis and life-cycle cost analysis, documentation for energy code compliance; smoke control and smoke evacuation systems and air pressurization systems. He also has extensive experience in whole building energy simulation, sustainable design practices, and provides high performance building consulting, LEED Administration and performs HVAC systems commissioning. Selected relevant projects include:

Community School of Naples - Student Center, Naples, FL
Engineering and design for Phase 1 of a two phase addition to the existing Community School of Naples. Phase 1 consists of a 26,000sf Student Activity Center. $5.6 Million / 26,000 sf

Harlem Heights Community & Cultural Center, Ft. Myers, FL
New cultural arts and community center includes meeting rooms, performing arts stage, culinary arts training kitchen, a computer learning center, and covered outdoor stage. $6.5 million / 14,000 sf

Grace Place for Children and Families, Naples, Florida
Renovation of an existing church building for use as a multi-purpose classroom and community center. $2.5 million / 1600 sf

Charlotte County Sheriffs West Annex, Port Charlotte, FL
Demolition of 12,000 sf building and replacement with new 20,000 sf, one-story annex building. $6.5 million / 20,000 sf

Baker Pre-K Center, Punta Gorda, Florida
One-story building with classrooms, administration offices, community meeting area, cafeteria and kitchen. First Florida public school certified LEED NC 2.2. $12.4 million / 52,000 sf

Lee County Administration East Building Phase 2, Ft. Myers, FL
Second phase of renovations to the Administration East Building. Replacement of electrical service entrance, replacement of fire pump and upgrade for fully sprinklered building upgrade of all public restrooms for ADA compliance. $4.5 million / 72,000 sf

City of Venice Public Safety Facility, Venice, Florida
New hurricane-hardened public safety command center. Includes multipurpose rooms, a media room, a community meeting room open to the public and other organizations, storage space, and training rooms. $16 million / 30,000 sf

Port Charlotte Airport Administration, Punta Gorda, Florida
New single-story administration building. $1.6 million / 10,000 sf

Education

University of Florida
M.S., Mechanical Engineering
2003
University of South Florida
B.S., Mechanical Engineering
2001

Years of Experience

TLC: 13 years
Prior: 16 years

Registrations

PE FL 66383

Professional Affiliations

ASHRAE, Member
ACG, Member
USGBC, Member

ENGINEERING
FOR ARCHITECTURE

DONALD A. SCALA
Plumbing / Fire Protection Design

Education
University of Hardford
B.S., Mechanical Engineering
1996

Years of Experience
TLC: 5 years
Prior: 17 years

Experience
Don has more than 18 years of experience in plumbing and fire protection system design applications for educational, community commercial, industrial, healthcare, and hospitality. He has worked extensively with architects and engineers, and has excellent interdisciplinary communication skills. Don is proficient in providing design services from project conception to construction documentation creation, to providing as-built documentation for the project close out. Selected relevant projects include:

Admiral Farragut Academy Chapel Replacement, St. Petersburg, Florida
New single story, multi-use building with an auditorium/multi-purpose room that seats 300 people, stage, offices, conferences rooms, reception area, box office, music classroom, rehearsal room, art classroom, outdoor art patio. $6.25 million / 25,000 sf

Charlotte County Sheriffs West Annex, Port Charlotte, FL
Demolition of 12,000 sf building and replacement with new 20,000 sf, one-story annex building. $6.5 million / 20,000 sf

Charlotte County Sheriffs District 3 Hdqrts., Port Charlotte, FL
New facility consists of two separate buildings: an 18,000 sf district facility and a 20,000 sf evidence facility. $8.5 million / 38,000 sf

Cranium Academy and Clubhouse, Kissimmee, Florida
Private Montessori-approach preschool and school for children ages 2 to 10 and clubhouse for after-school care. Program includes 11 classrooms, clubhouse gym, multipurpose room, warming kitchen and lunchroom. $1.9 million / 15,474 sf.

Wickham Park Community Center, Melbourne, Florida
Community center features a banquet kitchen, meeting rooms with dividers, four multipurpose rooms, game room, activity/craft rooms, and gym with basketball court. $6 million / 18,000 sf

Lake Worth Community Learning Facility, Lake Worth, Florida
Two-story community learning facility. $1 Million / 18,000 sf

St. Isaac Jogues Catholic Church Gathering and Faith Formation Building, Orlando, Florida
400-person assembly hall, stage, warming kitchen, A/V room, music room, child playroom, nursery, first-aid area, and resource center. Also houses 20 classrooms for child groups, youth groups, and adult groups programs. 15,000 sf

St. Mark's Episcopal Church & School, Palm Beach Gardens, FL
New 12,000-sf administration building, 26,450-sf multi-purpose building, 13,720-sf gymnasium. Designed for Cat 5 hurricane force winds. Certified LEED NC 2009 Silver. $16 million / 52,420 sf

ENGINEERING
FOR ARCHITECTURE

JEFFREY L. BROWN, CxA
Project Manager

Experience
Jeff has more than 13 years of experience in which he developed a solid background and knowledge in the study, analysis, design and commissioning of mechanical HVAC systems. He demonstrates excellence in project management and development of energy efficient and sustainable designs for a large variety of new construction and renovation projects. Jeff is also recognized for his knowledge in smoke control and evacuation system, life cycle cost analysis and commissioning. His commissioning experience allows him to focus on not only the initial design of a building's systems but also on the controllability and long term functionality which greatly benefits the end users. Selected relevant projects include:

Youth Activity Center Hunter Army Air Field, Savannah, GA
Design-build youth activity center for military dependents, ages 10-18, Certified LEED NC 2.2 Gold. $7.4 million / 20,000 sf

Charlotte County Sheriffs West Annex, Port Charlotte, FL
Demolition of 12,000 sf building and replacement with new 20,000 sf, one-story annex building. $6.5 million / 20,000 sf

Charlotte County Sheriffs District 3 Hdqrts., Port Charlotte, FL
New facility consists of two separate buildings: an 18,000 sf district facility and a 20,000 sf evidence facility. $8.5 million / 38,000 sf

Child Youth and Community Center, Fort Sam Houston, TX
Two single-story prototype adaptations to provide child development facilities for military dependents ages 6-10. $6.2 million / 15,000 sf

Child Development Center, Fort Polk, LA
Facilities for military dependents up to age 6. Includes multi-purpose rooms, kitchen, and classrooms. Designed to achieve Silver LEED. $7.2 Million / 15,500 sf

Admiral Farragut Academy Chapel Replacement, St. Petersburg, FL
New single story, multi-use building with an auditorium/multi-purpose room that seats 300 people, a stage, staff offices, two conferences rooms, lobby area, box office, music classroom, rehearsal classroom, art classroom. $6.25 million / 25,000 sf

First United Methodist Church of Orlando, Orlando, Florida
Chapel, offices, adult classrooms, youth stage, recreation area, children's Sunday school rooms and choir rehearsal space. Certified LEED NC 2.2 Silver. $22 million / 82,000 sf

Education
University of Central Florida
B.S., Mechanical Engineering
2005

Years of Experience
TLC: 13 years
Prior: 0 years

Professional Affiliations
ASHRAE, Associate Member
ACG, Member
AABC Commissioning Group

GREGORY J. DISERIO

Principal & Landscape Architect

Biography: Vice-President, Landscape Architect, and Project Team Leader for David M. Jones, Jr. & Associates since 1990. His experience leads the team of employees, sub-consultants, and clients toward successful financial and developmental completion of both public and private industry projects. Projects range from small to regional, comprehensive, multi-phased projects with values above $4 million.

Education

Bachelor of Landscape Architecture, West Virginia University, 1980
Florida Landscape Architecture Licensure: 1982 (RLA 840)

Professional Design Experience: David M. Jones, Jr. and Associates, Inc.

1990-Present: Vice President, David M. Jones, Jr. and Associates, Inc. (DMJA). DMJA is a locally owned and operated small business, serving Southwest Florida for the past thirty (37) years. DMJA provides Landscape Architecture, Site Planning, Environmental and Arborist Consulting with extensive experience in public and private projects, providing site planning, zoning, master planning, site analysis, programming, public participation workshops, grant application preparation and administration, schematic through construction design and construction observation. DMJA also provides a wide variety of services in the preservation of our local ecological system.

1985-1990	Vice President, Tanner, Diserio Associates, Inc.
1984-1985	Landscape Architect, Post Buckley Schuh & Jernigan, Inc.
1981-1984	Landscape Architect, Tanner Associates, Inc.

Professional Registration and Certificate: Landscape Architect, State of Florida, No. 840; Florida Water Star Accredited Irrigation Professional

Professional Memberships

· Lehigh Acres Architectural & Zoning Review Board, Chairman
· Lee County Roadway Landscape Advisory Committee Member

Project Highlights: Full landscape architectural services including zoning, permitting and construction administrative services for landscaping, irrigation and hardscape amenities.

City of Ft. Myers - **Stars Complex**, Billy Bowlegs Park, Trailhead Park Rec. Facility, Edison Wedding Gazebo, Ft. Myers Country Club

Educational - FGCU Campus Support Facility , FGCU Classroom Bldgs, FGCU Fine Arts Building, , Building T and Collier/Lely Campus, Lee Cty Schools, Collier Cty Schools, Charlotte Cty Schools, Brightest Horizons Child Care;

Roadways - I-75 & Bayshore Interchange, McGregor Blvd., US 41 Caloosahatchee River to Littleton Road, Hancock Bridge Parkway, Del Prado Blvd. phase 2, McGregor Boulevard at Gulf Harbor, North Estero Blvd, Country Club Blvd., Hendry Street Prototype, Evans Avenue and Charlotte County Gateways , SR 82 Irrigation, North Estero Boulevard

Government - Lee Cty Justice Center, Lee County Parking Garage, Cape Coral PD HQ, NW Library, North Fort Myers Recreation Center, FMB Fire Station, & North Port City Hall, City of Fort Myers Public Works, Lee County Administration East, Lee County Emergency Operations Center, Fort Myers Fire Station.

Parks & Recreation - Lakes Park Phase 1 Master Plan Improvements, Ten Mile Linear Canal, Veterans Park, Manatee Park, Lee Cty Sports Complex, Jet Blue Boston Red Sox Spring Training Complex, Billy's Creek Filter Marsh, Clemente Park, Bonita Riverside Park and Estero Community Park, Veterans Park, Newton Beach Park, San Domingo Park

Healthcare - Hope Hospice, Ronald McDonald House, VA Clinic Ft. Myers, Park Royal Hospital, Mitchell Dental Facility; Estero Family Health Services , Edison State College Allied Health, Coconut Point Adult Living Facility, Estero, Florida, Gulf Coast Health Park and ALF, Florida Cancer Specialists

Corporate: Hertz World Headquarters, Estero Florida. Towne Place Suites, Coconut Point, White Sands, Pink Shell Resort, Diamond Head Resort, Diversified Yacht Club

Lee County Development Order Permits: Landscape architect of record for hundreds of development orders in Lee County for over 30 years.

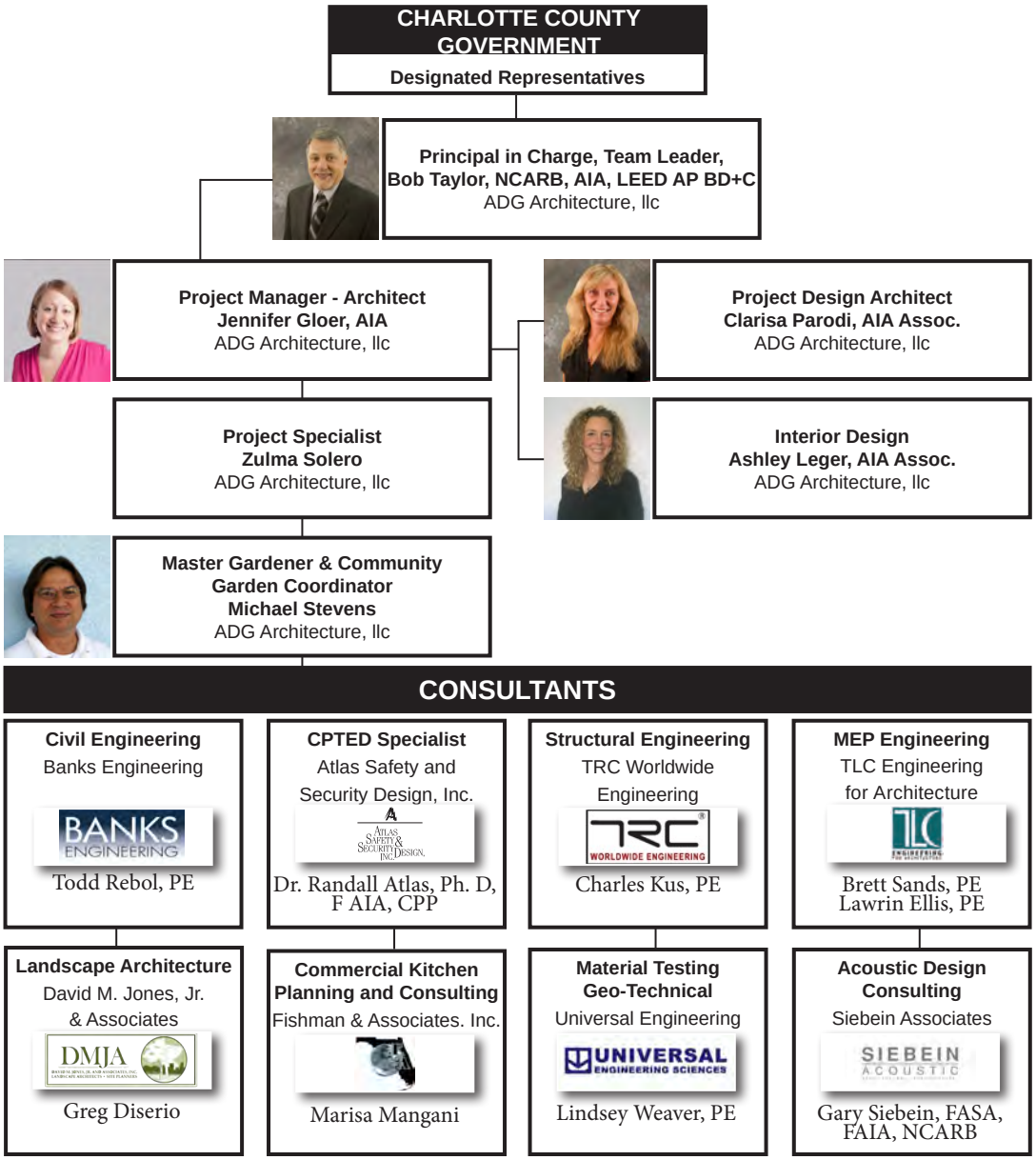
4161 tamiami Trail
Building 5 - #501
Phone: 239.337.5525
Fax: 239.337.4494
gdiserio@dmjafl.com

Section 2

II. Proposed Management Plan

A. Team Organization

ADG has assembled a world class team of experienced design professionals that have worked on projects that serve and support multiple social service agencies out of a single facility. We understand that these agencies have competing interests for building infrastructure and that budget limitations have a strong influence on the project's outcome. Our team has recently completed and is currently finalizing several projects with Charlotte County. One of these projects, the Building and Community Services expansion has similar design and project elements including project phasing, multiple stake holders, and capabilities to provide multiple services to the public.



1. Programming Phase

Project programming will provide the foundation for which all design will be based on. As this facility will have multiple users, some of them will have un-orthodox business hours or have special operational requirements. Our job will be to interview all facility users and discern how they will interface with the public or their specific clientele and provide the required services. The outcome of activities will be a document that details the specific needs of all users and their associated spatial and security requirements.

Programming Phase Team:

- Jennifer Gloer
- Clarisa Parodi
- Zulma Solero

2. Master Planning Phase

The master planning phase will be performed concurrently with the design phase of the project. The results of programming activities will develop the overall required square footage while conceptual design activities will assist in developing and testing assumptions. Spatial relationships will be developed to a level of detail that a site plan can be developed that indicates possible multiple construction phases. This also includes maintaining an onsite operational capacity so the Charlotte County Family Services can maintain services to their clientele.

Work efforts include working with the project CM to develop and monitor construction costs. Interior design activities will commence during this phase as well.

A CPTED analysis will be performed to the proposed design so that site security can be maximized and provide for a safe building and Family Service Campus.

Master Planning and Design Phase Team:

- Jennifer Gloer
- Clarisa Parodi
- Zulma Solero
- Ashley Leger
- Michael Stevens
- Banks Engineering, Inc.
- David M. Jones & Associates
- Universal Engineering, Inc.
- Fishman and Associates, Inc.
- Atlas Safety and Security Design, Inc.

3. Design Phase

The design development and construction document phase will encompass the development and selection of all critical project elements and systems. This includes comparative analysis of systems to achieve maximum costs savings while providing for a reasonable life cycle. Acoustical modeling will be performed so that sound attenuation can be accounted for.
The construction document phase will include 50, 90 and 100% submittals. ADG will provide for full interdisciplinary coordination.

Design Development and Construction Document Phase Team:

- Jennifer Gloer
- Clarisa Parodi
- Ashley Leger
- Michael Stevens
- Banks Engineering, Inc.
- David M. Jones & Associates
- TLC Engineering for Architecture
- TRC Engineering Worldwide, Inc.
- Universal Engineering, Inc.
- Atlas Safety and Security Design, Inc.
- Siebein and Associates, Inc.

4. Construction Phase

Construction activities will include full support from pre-construction through project close out including attendance to Owner-Architect-Contractor project meetings, review of shop drawings, and response to Contractor request for information. (RFI)

Harold Park Recreation Center
Port Charlotte, Florida

● LEAD ROLE ○ ASSIST ROLE	**ADG**	Banks Civil Eng.	David M. Jones	TRC Structural	TLC MEP Eng.	Fishman & Associates	Atlas CPTED	Siebein Acoustic Design	Universal Eng.
Programming Phase									
Conceptual Site Planning	●	○	○				○		
Programming	●								
Campus Security Planning	○						●		
Site Inventory & Analysis	●	○							
Master Planning Phase									
Site Plan	○	●	○					○	
Crime Prevention Design	○	○					●		
Deliveries and Food Services	○	○				●			
Design Phase									
Civil Engineering		●	○						
Geo-Technical Study									●
Schematic Design	●			○	○	○	○		
Design Development	●			○	○	○	○	○	
Construction Cost Estimate	●								
Construction Documents	●			○	○	○	○	○	
Structural Documents	○			●					
MEP Documents	○				●				
Crime Prevention Design Documents	○	○					●		
Food Services Documents	○				○		●		
Acoustical Design Documents	○				○	○		●	
Sustainability	●				○				
FF&E, Signage Design	●								
Pricing	●				○				
Construction Phase									
Construction Administration	●	○	○	○	○	○			
Construction Contract Support	●								
State Agency System Coordination	●								

B. Roles and Responsibilities of Participants

Robert Taylor, Principal
For this project Robert will be the Team Project Manager and your key project contact and principal in charge for the project. He will provide project leadership and resources as required for the project.

Jennifer Gloer, Project Manager-Architect
Jennifer will be the single point of contact for the project and will provide for project coordination to all team members. She will participate and manage the development of the project programming, master planning, design, construction documents and specifications and oversee the project from inception to completion.

Zulma L. Solero, Project Specialist
Having been an advocate for providing basic social services to the residents of Sarasota County for over 20 years, Zulma has the operational insight that will be necessary for this project to be a success. She will assist in various programming activities during the programming and conceptual design phase.

Clarisa Parodi, Project Design Architect
Clarisa will undertake the role of project designer and brings the requisite set of skills for this project. Clarisa provided project design services to the City of North Port Family Services facility for their original building project. As the public's demand for services from the North Port Facility grew, she assisted in their response to this demand by developing space planning solutions that were flexible and budget conscious. For this project she will develop code compliant space planning solutions that are flexible and adaptable.

Ashley Leger, Interior Design
Ashely will lead all interior design activities and assist Clarisa and Jennifer in the programming and conceptual design portion of the project. She will be responsible for selecting and specifying all materials and finishes including FF&E. (Furniture, Fixtures, and Equipment)

Michael Stevens, Master Gardener and Community Garden Coordinator
Michael will coordinate the development of the community garden element for this project. Michael recently participated in a community effort to bring community gardens to the South County Recreation Center and has a deep understanding of what is necessary for successful volunteer led and executed community garden projects.

South County Recreation Center
Ground Breaking Ceremony

Lead Consultants

Gary Siebein, Siebein Associates, Inc.
Gary and his team will develop solutions to maintain acoustical privacy where required and provide for acoustic room modeling that insures sound control whether the space is active with children or areas that require privacy and quiet private counseling spaces.

Todd Rebol, Banks Engineering, Inc.
Todd will direct all aspects of civil engineering and site planning for the project. For the master planning phase of the project, Todd and his team at Banks Engineering will provide their professional expertise in land planning, parking requirements and zoning as it relates to modifications of the existing site constrains, parking, and water retention elements. Their work also includes coordination with the Parkside CRA authority.

Greg Diserio, David M. Jones Jr. & Associates
Greg has been the landscape architect of record on numerous public buildings which present similar issues as they relate to site uses, circulation and landscape design criteria. Buildings such as the City of Fort Myers Public works facility, Lee County Justice Center Expansion, Lee County Administration East, The City of Fort Myers Regional Library dormitory all required the expertise in designing durable and sustainable landscapes and site amenities that can be maintained within the budgets of the public departments. Greg will develop a sustainable landscaping plan that is water efficient and easy to maintain.

Charles F. Kus, TRC Engineering Worldwide
Using his many years of project experience in the field of structural engineering, Charles will provide project leadership in developing economical structural solutions for the project. This includes exploring structural options that can provide costs savings to the project.

Marisa G. Mangani, Fishman and Associates, Inc.
Marisa will bring her 39 years of experience in commercial kitchen design and planning to the project effort. She and her team will develop a multi-functional commercial kitchen that serves small to large private and public functions.

Dr. Randall Atlas, Atlas Safety & Security Design, Inc.
Using the methodology of CPTED (Crime Prevention Through Environmental Design), Dr. Atlas will assist in developing design and operational strategies that provides for a safe and secure facility from external and internal risks.

Brett L. Sands, TLC Engineering for Architecture, Inc.
Brett will lead the electrical engineering team for the project which includes developing a design that facilitates an emergency generator. Leadership includes the development of structured cable systems to support the IT component of the project.

Lawrin T. Ellis, TLC Engineering for Architecture, Inc
Lawrin will be responsible for all aspects of mechanical engineering and will provide energy management strategies to the project. He will also be responsible for energy modeling for the new facility.

Lindsey Weaver, Universal Engineering Sciences, Inc.
Lindsey will use his 39 years of experience to provide geo-technical services and asbestos testing to the proposed project.

Section 3

III. Previous Experience of Team Proposed for this Project

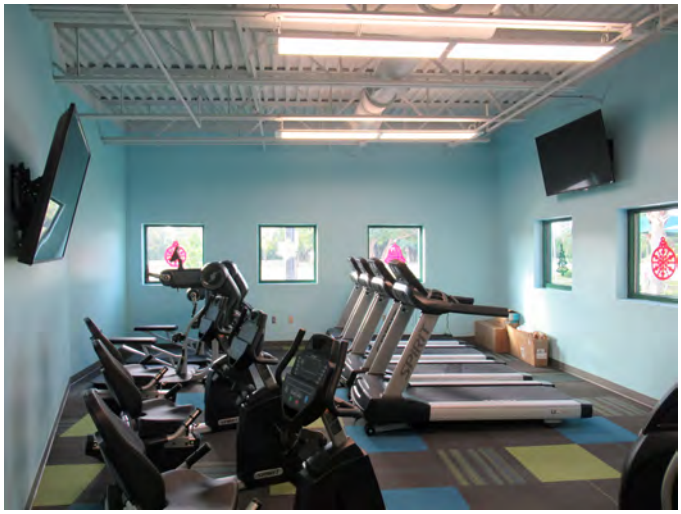
Our Team Project Experience and Synergy

Our team is composed of highly experienced and skilled professionals that have worked together with a collaborative team spirit on many past projects including projects for Charlotte County. Many of the past projects produced by our team were delivered via the CM (Construction Manager) delivery method. Because of the many years of project collaboration, we have become colleges and friends which have resulted in very successful projects for our clients. This synergy that we have developed is extended to creative problem solving as a team whether it be during the design or the construction phase of the project.

Recent team projects:

Charlotte County Government

- Additions and Renovations to the Harold Park Recreation Center, South County Recreation Center and Tringali Recreation Center.
- Charlotte County - Community Development Facility
- Harold Park Concession Stand and Restroom Facility, (Phased Project Including Maintaining Concession Operations)
- ADA Renovations to Parks and Cultural Facilities
- CARE Addition and Interior Renovation, Punta Gorda



South County Regional Park Recreation Center
Punta Gorda, Florida

A. Relevant Work History with Government Facilities and CM Method

ADG Architecture, llc has a deep history of working with many governmental facility organizations through its 27-year firm history. Ninety percent of these projects have been delivered through the CM delivery process. These projects range in value from less than $100,000 to over $20 million. Projects types have ranged from small interior renovations, to building additions and new construction. Many of our projects were constructed on occupied campuses that had to remain in operation while construction was performed. This requirement usually developed into a phased project approach that allowed an addition or area to be built, followed by occupancy of the client into the newly constructed space and subsequent vacation of the former occupied space. Once the space was vacated, construction continued until the project was complete or a new project phase was ready to begin. This scenario is a typical project plan that is jointly developed by our team and the CM. It becomes our project action plan that we measure our design activities by. This project delivery method brings many advantages to the Owner which includes:

- Direct involvement of the CM in the early decisions to control costs, while maintaining quality. Added benefits include ongoing evaluation of constructibility and project scheduling.
- Project design solutions are designs that are readily achievable and can be constructed within the project budget.
- The CM can provide input early in the project decision making process including project scheduling and construction phasing.

Here is a short list of recent CM delivered projects:

- Charlotte County - Community Development Facility
- South County Regional Park Recreation Center
- Wa-ka Hatchee Recreation Center
- Lexington Middle School

B. Design Utilizing BIM Including MEP Disciplines

The use of Building Information Modeling (BIM) has revolutionized the way buildings are being constructed today due to its impact on information management. As the name implies, Building Information Modeling not only captures the physical construction in a virtual environment but also all of the information associated with the proposed construction. As the building is being modeled, information about the specific product that is to be used is simultaneously being incorporated into the model.

ADG Architecture, llc uses BIM or Revit 2019 on all new projects. This revolutionary software provides us a tool that streamlines our project coordination and allows us to fully integrate our designs and their supporting infrastructure and mechanical, plumbing and electrical systems into a fully cohesive and buildable set of construction documents.

HARBOR HOME BUILDERS OFFICE BUILDING 12/6/2017

Scheduling Benefits of BIM

Our project approach relies heavily on the use of Building Information Modeling (BIM) to deliver a high quality, accurate, integrated, and fully coordinated programming and building design solution. The advantages of BIM are shared between the client, the users, community services, design team, and construction team. The main benefits of BIM in the hands of our talented firm are:

- Better coordination
- Fewer conflicts during construction
- Greater productivity
- Higher-quality finished building
- Fewer change orders

As a delivery method, BIM creates a real-time digital building model with fully coordinated programming, design, and product datasets. This process creates and manages critical parametric information in one focused digital form making it easier to view, update, and share. BIM provides benefits throughout the building's life including during design, construction, operations, and management. Prior to any physical construction work performed, BIM allows the building to be built virtually, modeling the complete structure down to the smallest components with accurate sizes and exact locations.

This allows for conflicts not previously discovered until construction to be accurately identified during the design. These conflicts can now be corrected virtually with little impact on the cost or schedule of the project.

A single virtual design model generates all the traditional construction documents such as plans, elevations, sections, schedules, etc. that are always consistent and kept up-to-date with any changes to any aspect of the model. The ability to deliver accurate and coordinated drawings, spreadsheets and 3-D views from a finished BIM design that contains fewer conflicts and less questions from the field, fewer change orders, and less construction problems in general.

Better Understanding of Design Informs Decisions

A virtual model of the new center allows each member of the team to understand and visualize the end project through walk-throughs, fly-throughs and 3-D views. It also provides a comprehensible analysis of the building. Better communication allows for quicker and more informed project decisions. In addition, changes can be made holistically throughout the project to see the exact results of each design decision. All the consequences of that change are automatically coordinated through the project, allowing the students and staff to see an accurate model of the project, so they can visualize the space effectively.

Value Added for the Owner

There are numerous opportunities for cost savings to the owner when using BIM. Any savings in the design and construction cost ultimately increases the value to the owner. In addition, BIM also helps the owner to benefit from cost-savings related to building maintenance, future expansion, and renovation throughout a building's lifetime. With more information about the design and the cost of the project, owners can better manage the budget associated with the design and construction phases of the project. The result is that the owner then benefits from a higher-quality, lower-cost building.

Working with the CM, our team will emphasize an integrated cost control system and cost management approach through the entire design process.

C. Permitting Experience

ADG Architecture, llc (ADG) has provided permitting assistance for over 25 years, including site permitting through its civil sub-consultants. On complex projects that may have complicated code issues we have worked directly with the Charlotte County commercial plans examiners. We have also negotiated with the Charlotte County fire department on recent similar projects. Our policy is to bring code officials into the project where the applicable code section or interpretation may not have a clear application. This additional effort during design will prevent the project from being delayed during the permitting phase.

From a civil site design perspective permitting can be a very complex undertaking. Our civil engineering consultant, Banks Engineering, is very well versed in what is required to bring a project to a successful completion. If necessary, Banks researches site permit history so that they can adequately develop a good scope of design services up front at the contract negotiation phase. They will undertake preliminary meetings with State or local officials to verify what will be expected for permitting . The overall goal is to eliminate surprises during design or permitting.

D. Design within a Fixed Project Budget

Every project that we take on in the public sector has a mandatory budget that must be acknowledged and accepted. We understand that the project has specific goals and expectations but may be constrained by the project budget. Therefore, we will evaluate the project budget as it relates to the projects goals and vision. Working with the CM, our team will emphasize an integrated cost control system and cost management approach through the entire design process. The resulting estimate of probable construction costs are established and maintained with respect to the owner's budget limitations while still respecting the project priorities. Our budget evaluation process will consist of the following steps:

- Project Expectations - Project kick-off is one of the most crucial steps in the future success of the project. It is critical that we align project expectations with available project dollars so that there are no surprises or shortfalls at the end of the project.
- Value Design – Working closely with the Owner and CM, we will identify potential values with alternate solutions for building materials and levels of interior and exterior finish.
- Project Program Validation – Our team will closely define and manage the project program so as to avoid project scope creep and additive costs during all phases of the project.
- Refer to Tab V for additional discussion on cost control techniques.

Charlotte County - Community Development Facility
Port Charlotte, Florida

Section 4

IV. Office Location

A. Length of time "Local Office" established

Since July 2005

B. Location of "Local Office"

(A) 4161 Tamiami Trail, Building B, Unit 501
Port Charlotte, FL 33952

C. Residencies of Personnel which live in "Local Preference Area"

See enclosed affidavits.
Residents consist of:

- Jennifer Gloer, Punta Gorda, FL
- Michael Stevens, Port Charlotte, FL
- Desiree Strickling, Punta Gorda, FL
- Zulma Solero, North Port, FL

D. Use of local sub-consultants

(A) Banks Engineering
4161 Tamiami Trail, Unit 501
Port Charlotte, FL 33952

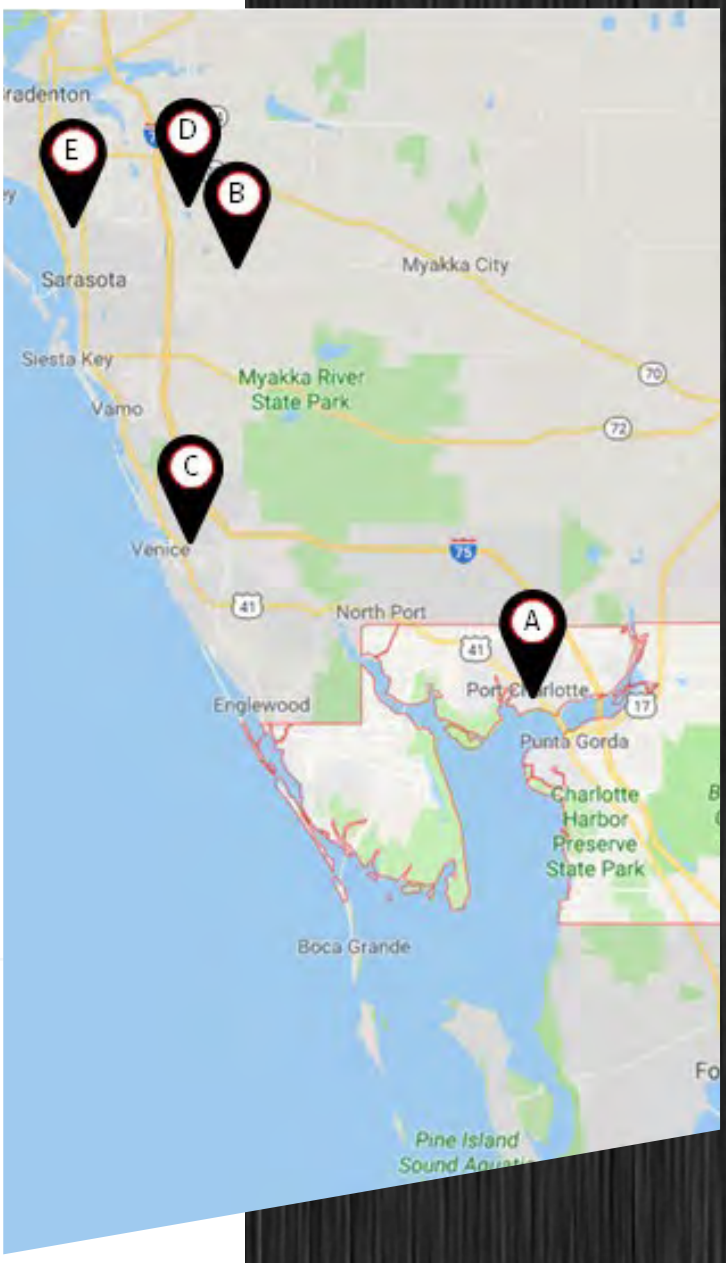
(B) TRC Worldwide Engineering
8340 Consumer Court
Sarasota, FL 34240

(C) Fishman And Associates, Inc.
148 East Miami Ave.
Venice, FL 34285

(A) David M. Jones, JR. and Associates
4161 Tamiami Trail, Unit 501
Port Charlotte, FL 33952

(D) TLC Engineering for Architecture
6371 Business Blvd. #108
Sarasota, FL 34240

(E) Universal Engineering Sciences
1748 Independence Blvd. #B1
Sarasota, FL 34234



PART IV - SUBMITTAL FORMS
PROPOSAL SUBMITTAL SIGNATURE FORM

1. Project Team Name and Title	Years experience	City of office individual will work out of for this project	City individual's office is normally located	City of individual's residence
Robert Taylor	44	Port Charlotte	Port Charlotte	Alva
Clarisa Parodi	22	Fort Myers	Fort Myers	Alva
Jennifer Gloer	13	Port Charlotte	Port Charlotte	Punta Gorda
Ashley Leger	8	Fort Myers	Fort Myers	Fort Myers
Michael Stevens	13	Port Charlotte	Port Charlotte	Port Charlotte
Desiree Strickling	4	Port Charlotte	Port Charlotte	Punta Gorda
Zulma Solero	36	Port Charlotte	Port Charlotte	North Port

2.	Magnitude of Company Operations	
	A) Total professional services fees received within last 12 months:	$ 1,003,000.00
	B) Number of similar projects started within last 12 months:	4
	C) Largest single project to date:	$ 21,000,000.00

3.	Magnitude of Charlotte County Projects	
	A) Number of current or scheduled County Projects	3
	B) Payments received from the County over the past 24 months (based upon executed contracts with the County).	$ 678,266.80

4.	Sub-Consultant(s) (if applicable)	Location	% of Work to be Provided	Services to be Provided
	TRC	Sarasota, FL	10	Structural Engineering
	Banks Engineering	Port Charlotte, FL	10	Civil Engineering
	Fishman and Associates, Inc.	Sarasota, FL	5	Food Services and Kitchen Design
	TLC Engineering for Architecture	Sarasota, FL	20	Mechanical, Electrical and Plumbing Eng.
	David M. Jones & Assoc.	Port Charlotte, FL	5	Landscape Architecture

5. Disclosure of interest or involvement: List below all private sector clients with whom you have an active pending contract and who have an interest within the areas affected by this project. Also, include any properties or interests held by your firm, or officers of your firm, within the areas affected by this project.

	Firm	Address
	Phone #	Contact Name
	Start Date	Ending Date
	Project Name/Description	

NAME OF FIRM ADG Architecture, llc

(This form must be completed and returned)

See attached for other sub-consultants

Additional Sub- Consultants

4.	Sub-Consultant(s)	Location	% of Work Provided	Services to be Provided
	Universal Engineering	Sarasota, FL	3	Geotechnical testing
	Atlas Safety and Security	Fort Lauderdale, FL	2	CPTED

List of Local Sub-Consultants

1- **Banks Engineering**

   4161 Tamiami Trail, Bldg #5

   Port Charlotte, FL 33952

2- **TRC Worldwide Engineering**

   8340 Consumer Court

   Sarasota, FL 34240

3- **Fishman And Associates, Inc.**

   148 East Miami Ave.

   Venice, FL 34285

4- **David M. Jones, JR. and Associates**

   4161 Tamiami Trail, Building 5

   Port Charlotte, FL 33952

5- **TLC Engineering for Architecture**

   6371 Business Blvd. #108

   Sarasota, FL 34240

6- **Universal Engineering Sciences**

   1748 Independence Blvd. #B1

   Sarasota, FL 34234

6. Minority Business: Yes X No _____
The County will consider the firm's status as an MBE or a certified MBE, and also the status of any sub-contractors or sub-consultants proposed to be utilized by the firm, within the evaluation process.
Comments or Additional Information:
Consultant Firm **"David Jones and Associates"** is a Minority Business (see Certificate)

The undersigned attests to his/her authority to submit this proposal and to bind the firm herein named to perform as per contract, if the firm is awarded the Contract by the County. The undersigned further certifies that he/she has read the Request for Proposal, Terms and Conditions, Insurance Requirements and any other documentation relating to this request and this proposal is submitted with full knowledge and understanding of the requirements and time constraints noted herein.

By signing this form, the proposer hereby declares that this proposal is made without collusion with any other person or entity submitting a proposal pursuant to this RFP.

As Addenda are considered binding as if contained in the original specifications, it is critical that the Consultant acknowledge receipt of same. The submittal may be considered void if receipt of an addendum is not acknowledged.

Addendum No. 1 Dated 04/06/19 Addendum No._____ Dated_____ Addendum No._____ Dated_____

Addendum No._____ Dated_____ Addendum No._____ Dated_____ Addendum No._____ Dated_____

Type of Organization (please check one):

INDIVIDUAL (_)
PARTNERSHIP (_)
CORPORATION (X)
JOINT VENTURE (_)

ADG Architecture, llc
Firm Name

239-277-0554
Telephone

239-277-0741
Fax

Fictitious or d/b/a Name

45-4265882
Federal Employer Identification Number (FEIN)

3820 Colonial Blvd., Suite 100
Home Office Address

Fort Myers, FL 33966
City, State, Zip

29
Number of Years in Business

4161 Tamiami Trail, Bldg #5 - Port Charlotte, FL 33952
Address: Office Servicing Charlotte County, other than above

Robert T. Taylor, President
Name/Title of your Charlotte County Rep.

941-639-2450
Telephone

941-639-2438
Fax

Robert T. Taylor, President
Name/Title of Individual Binding Firm (Please Print)

Signature of Individual Binding Firm

02/14/2019
Date

BobT@alliancedesigngroup.com
Email Address

(This form must be completed & returned)

AFFIDAVIT

Proposer affirms that information provided as it relates to Location & Facilities of Working Office is true and meets the definition and criteria as defined below:

Local office means the company has a valid Business Tax License issued by Charlotte County, Sarasota County or DeSoto County for at least 6 months prior to the proposal submission to do business within Charlotte County, Sarasota County or DeSoto County that authorizes the business to provide the services, and a physical business address located within the limits of Charlotte County, Sarasota County or DeSoto County from which the company operates or performs business. Post Office Boxes are not verifiable and shall not be used for the purpose of establishing said physical address. In addition to the foregoing, a company shall not be considered having a "Local Office" unless it contributes to the economic development and well-being of Charlotte County, Sarasota County or DeSoto County in a verifiable and measurable way (as identified by the criteria below). Also, companies must demonstrate and document the in-County/in-office capability and availability of the personnel working in the local office and the type of services performed at this location that is pertinent to the type of project. Companies shall affirm in writing their compliance with the foregoing at the time of submitting their proposal to be eligible for consideration as having a "Local Office". A company who misrepresents the local preference status of its company in a proposal to the County will lose the privilege to claim local preference for a one year period.

Please identify below by placing a checkmark next to the appropriate criteria and related points. Also, provide any documentation that substantiates the information given in this affidavit. Charlotte County reserves the right to request supporting documentation as evidence to substantiate the information given in this affidavit. Failure to do so will result in the proposer's submission being deemed non-responsive.

Location & Facilities of Working Office:

Length of time "Local Office" established:

X Local Office has been established more than 3 years	15 Points
__ Local Office has been established between 1 to 3 years	10 Points
__ Local Office has been established between 6 months to 1 year	5 Points
__ Local Office has been established less than 6 months	0 Points

Location of "Local Office":

__ Headquarters located within the boundaries of Charlotte, Sarasota, or DeSoto County	20 Points
X Satellite office located within the boundaries of Charlotte, Sarasota, or DeSoto County	15 Points
__ No local office presence	0 Points

Residencies of personnel which live in Charlotte, Sarasota or DeSoto County and are employed with the Prime Firm's Office; the Prime Firm's Office is defined as the office performing the services for this project:

X 50 % or more live in Charlotte, Sarasota or DeSoto County *	5 Points
__ 25 % to 49 % live in Charlotte, Sarasota or DeSoto County *	3 Points
__ Up to 25 % live in Charlotte, Sarasota or DeSoto County *	2 Points
__ None of the personnel live in Charlotte, Sarasota or DeSoto County	0 Points

*Personnel Affidavit attached to be completed by each person living in Charlotte, Sarasota or DeSoto County.

NAME OF FIRM ADG Architecture, llc

(This form must be completed and returned)

Affidavit Cont'd:

Use of Local Sub-Consultants (Sub-Consultants meeting "Local Office" definition):

X Local Sub-Consultants on team with Prime	10 Points
__Local Prime is performing all services in-house	10 Points
__No local Sub-Consultants on team	0 Points

Sub-Consultant Name: **Banks Engineering, Inc**

Address: 4161 Tamiami Trail, Bldg #5, Port Charlotte, FL 33952

****

Company Name: ADG Architecture, llc

Signature: _____

Title: Robert T. Taylor, President

Year Business Established: 2005 Circle the appropriate County: Charlotte DeSoto Sarasota

State of Florida
County of Lee

Sworn to and subscribed before me, a Notary Public, for the above State and County on this 11th Day of February, 2019.

Kristy Griffith
Notary Public

7-5-2021
Commission Expiration

Notary Public State of Florida
Kristy Griffith
My Commission GG 224531
Expires 07/05/2021

(Affix Official Seal)

The signee of this Affidavit guarantees, as evidenced by the sworn affidavit required herein, the truth and accuracy of this affidavit to interrogatories hereinafter made.

(This form must be completed & returned)

PERSONNEL AFFIDAVIT

The undersigned affiant says as an employee of the proposer listed below that "I live within the boundaries of Charlotte County, Sarasota County or Desoto County".

Proposer / Company Name: ADG Architecture, llc

Request for Proposal Number: 2019000213

Title of Project: FAMILY SERVICES CENTER DESIGN

Circle the appropriate County: Charlotte DeSoto Sarasota

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: Desiree Strickling

Signature: Desiree Strickling

Title: Interior Design - Marketing

WITNESSES:

Signed By: _____

Print Name: K. Marisa Pavon

Date: 02.11.2019

Signed By: Kristy Griffith

Print Name: Kristy Griffith

Date: 2-11-19

PERSONNEL AFFIDAVIT

The undersigned affiant says as an employee of the proposer listed below that "I live within the boundaries of Charlotte County, Sarasota County or Desoto County".

Proposer / Company Name: ADG Architecture, llc

Request for Proposal Number: 2019000213

Title of Project: FAMILY SERVICES CENTER DESIGN

Circle the appropriate County: Charlotte DeSoto Sarasota

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: Jennifer Gloer

Signature:

Title: Architect - Project Manager

WITNESSES:

Signed By:

Print Name: M. Marisol Pavoni

Date: 02.11.19

Signed By: Kristy Griffith

Print Name: Kristy Griffith

Date: 2-11-19

PERSONNEL AFFIDAVIT

The undersigned affiant says as an employee of the proposer listed below that "I live within the boundaries of Charlotte County, Sarasota County or Desoto County".

Proposer / Company Name: ADG Architecture, llc

Request for Proposal Number: 2019000213

Title of Project: FAMILY SERVICES CENTER DESIGN

Circle the appropriate County: Charlotte DeSoto Sarasota

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: Michael Stevens

Signature: Michael A Stevens

Title: Job Captain

WITNESSES:

Signed By: _____

Print Name: Carlina Paroni

Date: 02.11.2019

Signed By: Kristy Griffith

Print Name: Kristy Griffith

Date: 2-11-19

PERSONNEL AFFIDAVIT

The undersigned affiant says as an employee of the proposer listed below that "I live within the boundaries of Charlotte County, Sarasota County or Desoto County".

Proposer / Company Name: ADG Architecture, llc

Request for Proposal Number: 2019000213

Title of Project: FAMILY SERVICES CENTER DESIGN

Circle the appropriate County: Charlotte DeSoto Sarasota

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: Zulma Solero

Signature: Zulma Solero

Title:

WITNESSES:

Signed By: Signed By:

Print Name: Marisa Parom Print Name: Robert Taylor

Date: 02.11.2019 Date: 2/11/2019

DRUG FREE WORKPLACE FORM

The undersigned vendor in accordance with Florida Statute 287.087 hereby certifies that ADG Architecture, llc (name of business) does:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).

4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.

6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

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

Proposer's Signature

02/14/2019
Date

END OF PART IV

(This form must be completed & returned)

Section 5

V. Project Control

A. Schedule

1. What techniques are planned assuring schedule is met?

ADG Architecture, llc. (ADG) team has the ability and experience necessary to provide professional services from project pre-planning through construction activities for your project. Our team of experienced professionals will provide you with the resources necessary to plan and execute the project. The project schedule will consist of various work components and will contain various work tasks and include start and finish project dates.

Our approach includes utilizing Microsoft Scheduler or other similar software which will result in a GNAT-style project schedule. Scheduled sub-tasks include site development and related permitting activities will be included within the project schedule. If the project is to be fast tracked then project construction phasing is taken into consideration and appropriate bidding packages are identified and scheduled. Other considerations include project phasing if the building is to remain occupied. The schedule's development will include direct input from the Owner and the CM.

We offer the following project examples:

- Lee County Animal Services Center, a new animal services facility, designed, constructed and occupied within 12 months.
- Rayma C Page Elementary School, a $12 million conversion of an existing K-Mart school into a 1000 student station elementary school was designed and occupied in 10 months.
- Classroom Building for 5 School Campus sites designed and constructed in 7 months for a total value of $22 million.

2. Who will be responsible assuring schedule is met?

Robert Taylor, AIA, LEED AP BD+C, the project Principal In Charge will be responsible for setting and achieving the milestones of the project.

Project Scheduling - Process and Procedure

Our process of insuring that a project will meet its required schedule begins with a "Total Commitment" from all of our team members to do what ever it takes to get the project done on time. This commitment includes all team leaders and the firm principal in charge of the project.

Architects are trained to be team leaders and we expect that no less than that will be required of us. Project leadership activities will include project scheduling by the ADG project manager. A detailed preliminary project schedule is included in this section and this schedule will be monitored on a daily basis. We will provide the Charlotte County project manager a weekly briefing on where the project stands.

It is our position that ADG should take the lead in project scheduling and in holding ourselves accountable to meet the agreed upon project schedule.

The depth of our team allows us to add additional staff as needed to keep the project on schedule.

Design Schedule

DESIGN SCHEDULE	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12
Programming Phase												
Programming Activities and Conceptual site planning	4 Weeks											
Owner's Review		2 Weeks										
Master Planning Phase												
Master Plan, Campus Design		2 Weeks	2 Weeks									
Owner's Review			2 Weeks									
Design Phase												
Schematic Design				4 Weeks								
Owner's Review					2 Weeks							
Design Development					2 Weeks	4 Weeks	2 Weeks					
Owner's Review Cost Estimate							2 Weeks					
Construction Documents								4 Weeks	4 Weeks	4 Weeks	4 Weeks	
Owner's Review												2 Weeks
Permit												

Total Project Design Schedule: 36 Weeks
Total Owner's Review Schedule: 10 Weeks
Total Project Schedule: 46 Weeks

B. Cost

1. What control techniques are planned?

ADG Architecture, llc (ADG) has the ability and experience necessary to provide professional services from pre-planning through construction activities for your project. Our team of experienced professionals will provide you with the resources necessary to complete your project in a timely manner and within budget.

Our municipal and public work experience in the southwest Florida region has allowed us to produce "real time" project cost analysis using our construction cost database. As an additional comparative resource we draw upon the following:

- Means Cost Data, Unit Prices and Square Footage
- Local market materials and labor unit costs
- Actual construction costs from our past projects

Using computerized spreadsheet tools, we can prepare statements of probable construction costs for any portion of the design phase of the project. Conceptual plans are typically prepared using square or cubic foot costs. Detailed cost estimates are prepared from more construction documents.

The process of budget control is best achieved by knowing what it takes to construct a simple or complex project. Coupled with a sense of value a project budget can be developed, monitored and maintained. Typically the process of developing a project budget, updating and maintaining includes the following tasks:

- Working with the Construction Manager, ADG will develop a project budget or confirm the Owner's provided budget at project start up.
- As the plans are developed and unit costs can be identified, ADG will assist the Construction Manager in updating the pricing of the project. ADG will assist the CM's evaluation process by providing alternative schemes of materials and systems for comparative pricing purposes.
- ADG can also prepare bid alternates so as to obtain real time street pricing.
- ADG will work with the CM to obtain sales tax savings on large ticket items.
- Our project plan includes an ongoing review of the projected cost of the project. If unforeseen items are identified, they will be immediately brought to the Client's attention so that informed decisions can be made.

Our team of experienced professionals will provide you with the resources necessary to complete your project in a timely manner and within budget.

2. Demonstrate ability to meet project cost control.

Cost control techniques are discussed above; however, the following are project specific actions that can be taken for this project in order to insure project cost control.

- Align programming needs with county budget from the start of the project.
- Ensure all stakeholders buy into the building's program early in the process.
- Utilize a Construction Manager for pricing during SD and DD to ensure continuous evaluation of project costs as the design evolves.
- Frequent and regular communication will help control owner-directed program changes late in the design that can result in added fees. Ensure that the Owner carries adequate project contingency.
- Purchase FF&E for all projects at the same time to utilize quantity discounts.

Design Influence on Cost Control

Programming and design activities have a heavy influence on the cost of the project. Here are some factors to consider for this project:

- Use 3D modeling and other visuals to build stakeholder consensus regarding the design.
- Use intelligent design to maximize multipurpose spaces wherever possible to accommodate several kinds of functions or activities.

3. Who will be responsible for cost control?

Robert Taylor, AIA, LEED AP BD+C, the project Principal In Charge will be responsible for cost control.

Cost Control of Professional Service Fees

The best way to control design fees is to work closely with the Client and develop a well-crafted project scope that clearly states project goals, project deliverables, and anticipates design contingencies. As an example, prior to commencing the design of the Harold Park Concession Building project, we identified possible agency review requirements on a worst case basis. We then allocated fee allowances for these contingencies. We then worked closely with the various site permitting agencies to minimize their review requirements. Because of our efforts, we did not spend all of the allocated project fees.

Using the project mission statement as a tool to keep all interested parties on track we can then control late owner-directed program and design changes.

C. Recent, Current and Projected Workload

ADG - ACTIVE PROJECTS WORK LOAD

					Production Staff (1)					
Project Name	Description	Owner - Contact Information	% Completion	Schedule Completion Date	Bob Taylor	Clarisa Parodi	Mike Stevens	Desiree Stricking	Jennifer Gloer	Ashley Leger
Charlotte County Recreation Centers	Design, Construction Documents and Administration of three Recreation Centers Additions at Charlotte County	Charlotte County Government David Milligan: 941-743-1394	90%	April 2019	10%	0%	10%	0%	20%	0%
Charlotte County BCS Expansion	Design, Construction Documents and Administration of a 5,000 SF Addition to the Charlotte County Building Department	Charlotte County Government David Milligan: 941-743-1394	85%	March 2019	10%	0%	10%	0%	20%	0%
Gateway Trinity Lutheran Church	Construction Administration for a new 22,000 SF building addition and renovation	Gateway Lutheran Church Ken Hauer, Committee Chair: 309-369-3354	75%	December 2019	5%	20%	10%	0%	0%	10%
City of Punta Gorda ADA Interior Signage	Design and Construction Documents for new Interior ADA Signage plan	City of Punta Gorda Marian Pace Procurement Manager: 941-575-3366	30%	May 2019	0%	5%	0%	5%	0%	20%
City of Punta Gorda ADA Restrooms Renovation	Design and Construction Documents and Construction Administration for ADA upgrades	City of Punta Gorda Marian Pace Procurement Manager: 941-575-3366	30%	May 2019	0%	10%	10%	0%	0%	0%
Hearts and Homes for Veterans	Renovation to the interior Hearts and Homes for Veterans facility	Hearts and Homes for Veterans, Inc. - Don Peyton: 239-674-1719	60%	March 2019	5%	10%	20%	5%	0%	0%
Veterans Plaza	Design, Construction Documents and Administration of a 25,000 SF commercial plaza	Timothy O'Brien: 941-493-1293	50%	July, 2019	2%	0%	5%	0%	5%	0%
Ice House Fish Shack Restaurant	Master Plan, Design and Construction Documents for a new restaurant located withing the Matlasha Village region	John Berry	30%	March 2019	5%	15%	15%	0%	0%	10%
					37%	60%	80%	10%	45%	40%

Notes: 1- Assigned Staff does not include Administrative staff.

2-TBD-To Be Determined

Section 6

VI. Present Proposed Design Approach for this Project

Through our years of experience of providing architectural services for a myriad of governmental agencies we have learned that no two projects are alike. From the unpretentious to the substantial, each project must be evaluated as to what level of architectural and related services is required to properly execute the project. Factors to be considered are budgetary constraints, project time line and level of desired service. However, no matter how small or large the project, customer satisfaction is our number one goal. Because of the depth of experience of our staff, we are able accomplish these goals and provide innovative "out of the box" project solutions that benefit our clients.

Our project approach includes key elements such as project schedule and budgets. These items including a detailed work plan are addressed in Tab 2.

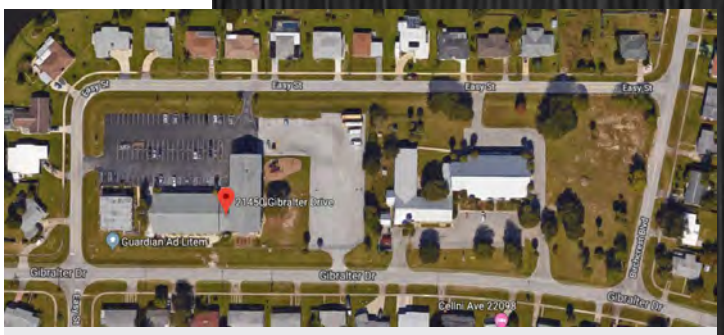
The new facility should lift up the surrounding neighborhood as opposed to becoming a cold uninviting governmental institution.

A. Describe proposed methodology, including phased approach

Charlotte County Family Services – History and Perceived Project Goals

This project will require a deep understanding of the various agency functions and how they will relate and support each other and how they will function in the proposed facility. In addition, this project has been under discussion over a number of years and has evolved in scope, budget and how it would possibly operate. This proposed facility will house non-profit agencies that provide social and community services. The site is located in mid-county and is part of the Parkside re-development and overlay district. Currently, Charlotte County Family Services is being conducted from a converted church building and we have been to the site on previous occasions and have witnessed the limitations that Family Services currently operates under. This existing facility has many building code issues and does not function well for its current use. Also, the buildings current configuration is not flexible and does not lend itself to be easily expandable or adaptable to other uses.

The Professional Facilities & Programming Assessment study performed and published in October 2015 addressed the current condition of the Family Service facility, identified physical and program deficiencies, and evaluated how expansion might be accomplished without demolishing the existing facility that is now occupied by Family Services. The study also examined how Family Services might be integrated into the nearby Charlotte County Cultural Center. However, the possible development of synergies and efficiencies between the



two facilities and campuses is believed to be of very little benefit to either entity nor does the current church building adequately support the proposed and expanded program scope's requirements for either use.

Site, Programming and Architectural Considerations

As stated previously, the project site is located in a area that is targeted for redevelopment by Charlotte County and is a part of the Parkside Overlay District. The site is also bounded by areas of residential use. Because of the nature of the services provided it is important to develop an architectural expression that is warm and inviting and does not present a cold institutional "look". The new facility should also be compatible with the surrounding residential areas and be designed to be in harmony with its surroundings. When entering the new facility for the first time visitors should experience the "wow" factor of a warm and inviting public space. The new facility should lift up the surrounding neighborhood as opposed to becoming a cold uninviting governmental institution. This is the approach that we employed when we designed the City of North Port Family Services. While being 2 story in height, the North Port Family Services facility was designed to architecturally relate to its surrounding mixed area of office and residential uses while utilizing a holistic approach to meeting client needs.

The proposed site is constrained and will present many challenges including meeting the requirements of multi-use facility parking, adequate water retention and landscape buffers to adjacent residential uses. We believe that site security concerns along with the minimizing of traffic impacts to surrounding areas will require serious scrutiny and will significantly impact the projects outcome, for better or worse.

Working with the Construction Manager, we will master plan the site from the context of how the site will be utilized and how construction sequencing will occur as the facility is constructed. Project costs and budgeting will provide significant input into this planning process. Opportunities for future expansion will be identified as well. Expansion may occur horizontally, such as a simple future building addition or vertically as what occurred at the North Port Family Services project that we designed. Because of North Ports Family Services tight constraints, site vertical expansion was obtained by adding a second floor to the project after the project was bid and the construction contract awarded.

As a matter of course, ADG has provide master planning design services to many projects. These past projects range from private to public sector projects and examples are given in Tab VIII.

Our project programming effort will examine the reality that all proposed social service agency tenants potentially do not operate or receive visitors at the same hours of operation which could possibly reduce parking requirements. Our project approach will also include soliciting input from the Parkside CRA Community Board.

From a programming viewpoint, we believe that this task will be the critical foundation of data that looks at all the agencies that are or may become tenants in the facility. The data that we develop will include all spacial requirements, security concerns, hours of operation, and other critical factors that will ultimately influence how the building is designed and operated.

Integrated Client Services Model

Over the course of the twentieth century, most essential human services came to be organized with clear program boundaries and a high degree of administrative autonomy. In recent years, however, there has been shift away from specialized and bureaucratic patterns of service provision towards a more coordinated, integrative approach. This more holistic approach, it is argued by advocates, can create synergies leading to innovation and streamlining of service delivery through information and skill sharing. Moves to enhance linkages between services are also undertaken to simplify consumer access to services, increase the cost-effectiveness of provision through the eradication of duplication and the inappropriate use of resources associated with poor preventative practices, and to help realize efficiencies of scale in service delivery. Operational benefits resulting from integration of service include:

- Consumers will be able to access assistance more effectively in their “one stop family centers”.
- Access to services will be assured through program hooks (improved referral patterns and consumer access mechanisms).
- Coordinated systems planning will make a more comprehensive set of services available.
- There will be a better fit between consumers and community needs and the array of services made available because of more coordinated planning, information sharing, and pooling of agency funds.
- Direct service workers will be more knowledgeable of the entire array of services available and become more capable in delivering a wide range of services.
- The synergies from an integrated approach is argued to lead to innovation and a streamlining of service delivery through information and skill sharing.

Our programming and design team includes former City of North Port Family Service Director, Zulma Solero. Zulma was the champion of developing a social service program for the City of North Port. Her zeal for this cause ultimately resulted in the new City of North Port Family Services facility that was designed by ADG. Zulma brings a very unique perspective on how this type of facility should operate so that it can be effective and efficient. She will provide a peer review to the project so that any possible operational and the integration of service challenges can be addressed early in the design phase.

Harold Park Recreation Center
Port Charlotte, Florida

Project Design Challenges

As stated earlier, each tenant agency has special operational needs that may or may not be compatible to other agency uses located within this new facility. The proposed campus will have components of youth services, community partners, human services, and neighborhood services staff. Our project design challenge will be to discern these special needs and requirements and then design accordingly. The City of North Port Family Service facility had a myriad of agencies that served different sectors of the community. This resulted in careful consideration of space arrangement so that safety, security and privacy could be maintained. The proposed Charlotte County facility is a somewhat larger facility, but the programming methodology remains the same.

ADA Access for the Physically Handicapped, while building code required, should be evaluated from the potential users view point. Potential clientele who have disabilities that may receive treatment or counseling could be extended to those who are suffering from environmental stress factors such as ex-military who suffer from PTSD. This is where interior design considerations, such as colors or wall-floor finishes, may have a positive influence. Our experienced interior designer, Ashley Leger, will work closely with all stake holders in order to achieve the best interiors solution that provide a positive interior environment.

Our team will also use the principals of CPTED (Crime Prevention through Environmental Design) to minimize risk and provide a safe and secure facility. Despite the continued escalation of violence in our contemporary society, security and safety as a design consideration have been inadequately addressed and poorly funded. Our team for this portion of the project consists of Dr. Randell Atlas, FAIA and Robert Taylor, AIA. Dr. Atlas is the authority on CPTED and has an extensive background in actual practice and teaching of CPTED at the college level. Robert Taylor is a certified CPTED practitioner and studied under Dr. Atlas. During the design phase of this project a risk assessment will be performed that identifies the potential risks including target selection and crime prevention strategies such as natural access control, mechanical access control, organized access control, natural surveillance and territorial reinforcement and boundary control.

This project will have several security concerns that must be carefully and reasonably be addressed. If the Family Services mission is to serve all members of the community then it must be realized that it may not be in the best interest to intermix these various activities, especially children activities with adult activities. The proposed Integrated Client Services Model with centralized intake should be examined for operational and security conflicts. As an example, if the Boys and Girls Club is to provide an after-school care program on site then access to this portion of the facility that supports the aftercare program should be limited to children and parents only as child security is paramount. ADG has extensive experience in designing safe and secure educational facilities from pre-K through post grad and we bring this understanding to this project as well.

Minimize the workplace violence & active shooter opportunities.

The possibility of workplace violence will be a concern as Family Service program participants may not always be understanding of or willing to accept the level of assistance given to them. Our understanding of the current project does not include participation of law enforcement on site, therefore as part of our CPTED review, we will look at various options to minimize risk to staff and clientele.

The various tenants that enjoy this new facility will require consideration for privacy and other sound control and acoustic considerations. Because of this requirement, our team includes Gary Siebein, an architect that specializes in acoustic design of spaces and is supported by his team of acoustician's. Depending on room type and use, the main lobby may require special shaping and finishes so that noise buildup can be reduced and clarity of spoken word maintained. This may also be required for any large common activity areas such as a gym. The requirements of Federal HIPAA privacy and security guidelines must be followed which will result in the selection of sound isolation strategies between various office suites and rooms that can provide speech security.

Community gardens teach city dwellers how to grow their own vegetables. Community gardens are part of a sharing economy and thy make it possible for many people to enjoy a resource, in this case, a land for gardening that they couldn't afford on their own. Community gardening has caught on at many locations throughout Charlotte County. Our team members, Michael Stevens and Clarisa Parodi have a extensive experience in developing these neighborhood assets. Working with the local master gardener club and TEAM Punta Gorda, their volunteer work resulted in a community garden at South County Recreational Center and a community garden at the Punta Gorda Public Safety Complex. Their work included

the planning and design and organization of volunteers including the solicitation of donated materials required to construct the garden plots. For a community garden to be successful, buy in from the community is necessary. A sense of ownership is required and can only be gained if the larger community contributes to the construction of the garden. Therefore, we would suggest that the garden's infrastructure-water, power, and stable ADA access be constructed as part of the project. However, consideration might be given volunteer labor for the construction of the actual garden plots after the building is constructed and completed. Free plot rent for the first year could be used as an Incentive for potential users to volunteer their services.

Marco Island Police Department
Marco Island, Florida

B. What problems do you anticipate and how do you propose to solve them?

Problem: Often, communities or county staff are resistant to changes in how the facility functions, like open plan design versus individual enclosed rooms connected by hallways.

Solution: We will draw upon our extensive design experience of similar facilities, show staff and stakeholders examples of other state-of-the-art facilities that are successfully managed in different ways, have the staff talk to their peers in other jurisdictions so they can reach a level of comfort with the latest design trends.

Problem: There are frequently special interest groups that are strongly vocal in pushing for a specific function that may overwhelm the project budget or force elimination of other program space.

Solution: Use the public process to ensure all voices are heard and develop a well-constructed mission statement. Employ effective communication and encourage full involvement in the process, explaining the budget and operational cost impact on the overall project through analogies such as the three-legged stool.

Problem: The project has unique site constraints, such as maintaining the existing Family Service office building until the new facility can be built and occupied.

Solution: Though the site has its specific constraints, our designers and engineers will work creatively to make sure that each of the program improvements will fit into the current site while providing great interior functionality.

Problem: How do we maintain a high level of building security while still meeting the needs of the serving the public and protecting County staff.

Solution: The design solution needs to recognize that public buildings need to be designed to respond to all sorts of security issues and potential threats. Utilizing CPTED design principals for the exterior of the building and providing for a full analysis of the level of security desired by the County we will provide the desired design solution. This would include automated systems integrated into the buildings automation system as well as the specification of specialized access control door hardware.

C. Describe probable energy applications.

Our team includes TLC Engineering for Architecture who has been a leading proponent of sustainable and high performance engineering design for decades. They have the ability to customize their knowledge in this area of design to any project such as the Charlotte County Family Services Center. One potential solution to achieve energy efficiency and sustainability with this project may be a small Static Ice Thermal Energy Storage (TES) System. Utilizing designs such as this TLC received over $7 million in incentive payments from local electrical utility companies for clients in Southwest Florida over the past 20 years. Additionally, TLC performs Feasibility Studies during the course of design as a necessary part of the work to ensure workability and effectiveness. These types of systems and design processes have been a regular part of our work for clients in Charlotte County and would be included in our engineering services for the Charlotte County Family Services Center.

One fairly recently completed project provided by TLC's engineering team produced a LEED Gold project using new cutting edge technology. Over the course of nearly 10 years of successful deployments the required outside

air cooling load was reduced by 50% and provided their client a very economical and feasible product solution. The product was also recognized with the industry's highest honor-"Product of the Year" and won first place in the Green Building Category at the AHR 2019 Expo.

Another very successful energy solution devised by their team used the heat stored in the emergency generator jacket water to heat domestic hot water. The original boilers were no longer necessary and the generator electrical power by-product was used to operate the chillers reducing energy and operating costs for the client.

TLC Engineering for Architecture will provide cost effective, sustainable, and energy efficient engineering design solutions such as these to the Charlotte County Family Services Center to ensure a successful project for years to come.

D. Describe innovative approaches in programming and design.

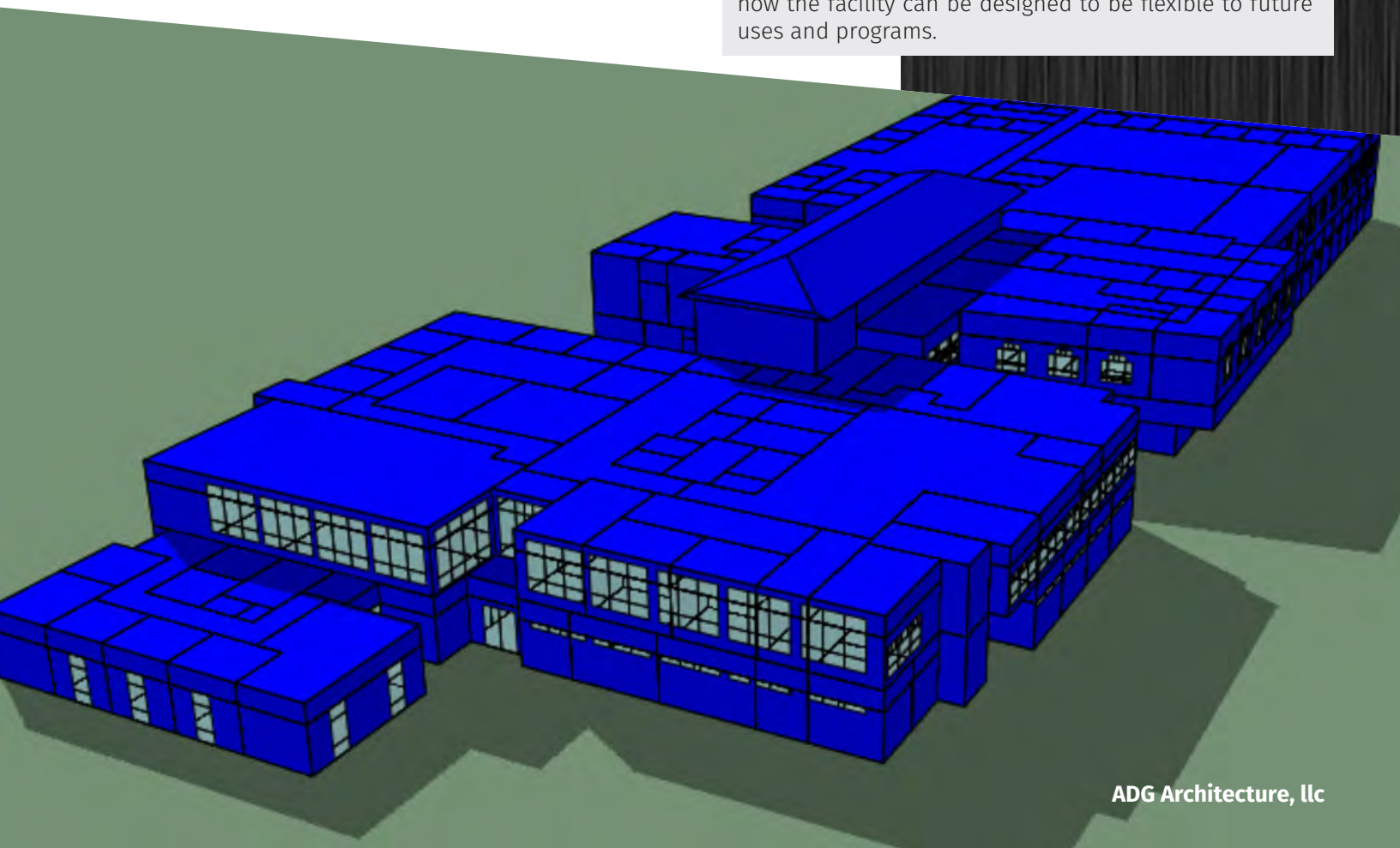
Programming and mission statement development will be done through an extensive involvement of stakeholders. Our designers come to the project ready to listen without pre-judgment or canned solutions. We start the journey from a blank slate but with all of the lessons from previous projects ready to guide us.

By attentively listening and ask some addition probing questions, we will develop a better understanding of the needs and wants for this project.

Once we define the true needs and wants, we will work with Charlotte County to balance the needs and wants with the budget.

We employ a design charrette workshop to explore programs and areas that are compatible and could share space, maximizing the program offering while keeping the facility's overall size and cost within the established parameters.

We understand that rapid changes in technology have a major influence on how existing facilities will be challenged to meet these future requirements. All programming and planning will include an analysis of how the facility can be designed to be flexible to future uses and programs.



Section 7

Case Study 1

North Port Family Services Center

The City of North Port's Family Services Center, which provides social services to the south Sarasota County area, is very similar to Charlotte County's Family Services program and services that they provide to the public. As the design professional for the City of North Port project we were able to explore different creative design solutions and develop options that would provide them program flexibility. We acknowledge that Charlotte County's Family Services has program differences, such as the expanded children's program that currently exists at the center, however, our past experience includes designing public and private daycare and education facilities for children that are safe and secure, educational and fun. Our experience in programming and designing facilities for children will be a plus for this project.

Solving problems

The Challenge

The project challenge was to program and design a facility flexible enough to accommodate multiple social service and non- profit agencies and be expandable for future growth within a constrained budget. The proposed facility had to be adaptable to changing programs and needs and become the hub of social and human services for the North Port area. Program participants were as follows:

- New Social Services center with nine agencies
- CCC—Child Care Connection
- Health Services
- Jewish Family Services
- Rise and Shine Budget and Counseling
- Child Protective Services
- Big Brother and Big Sister
- Women's Resource Center
- DASH—Domestic Abuse Shelter Home
- Senior Friendship Office

The building program was originally designed as a 8,000 square foot one-story building with the intent to add future services by designing the building structure to add a future second floor.

Project design criteria included that the building be sustainable, energy efficient and meet LEED certification requirements.

Answering questions

The Solution

During the design phase, ADG identified that future expansion capability would be a key programming requirement. As the project site was extremely tight, and with site parking utilizing all available space, adding a future second floor was the only viable option.

The project was bid and came in under the Owner's budget. One of the bidding alternates was to identify the cost of the Contractor to perform the required LEED project administration during construction. After review by the City, it was determined that they would construct the green building but not go forward with the LEED certification. Instead they used the balance of the Contractor's green administration funds to potentially construct the second floor. ADG then proceeded to develop drawings for a vacant second floor that could be used for future tenant occupancy. The added design was priced out by the selected Contractor and came within the City's budget. A change order was then issued to the Contractor to construct the project as 2 story, 16,000 square foot facility at a cost of $4 million.

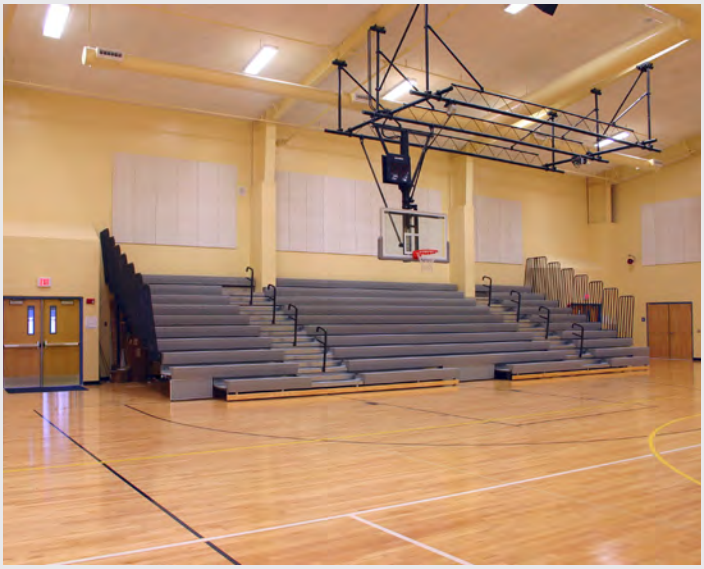
In terms of construction schedule, the project was constructed on schedule. Change orders were deductive in order to achieve sales tax savings except for the addition of the second floor construction.

As the demand for service grew, ADG provided design services to expand the facilities capabilities by designing offices for the second floor which were then built out.
Over the last several years, ADG has provided design services to facilitate alterations to accommodate its changing social service program requirements. Recently, working with the City and other stake holders, ADG added a 2 bedroom emergency homeless shelter into a portion of the building. This new program will provide shelter to families in need of temporary short term housing. This type of use was not foreseen during the projects original conceptual design phase but because of the buildings adaptability this need was easily accommodated and constructed.

Case Study 2

Wa-Ka Hatchee Recreation Center & Lexington Middle School

ADG is very active in designing public and private multi-purpose assembly buildings such as church and gymnasiums facilities. Maximum flexibility of use for these types of projects is always the primary goal. Programming for these type of facilities include an evaluation of the desired services to be offered, present and future, which will lead to an analysis of how the building can be programmed to serve multiple users at various times of the day, week or month. In order to get to this level of programming we expect to meet with county staff, focus groups and other stake holders. Our programming activities will look at program requirements, space allocation, and adjacencies. We will examine site and building access, way finding, over all layout efficiencies, circulation and other pertinent factors so that the ideal solution(s) can be developed and presented to all interested parties for comment and further input.



Solving problems

The Challenge

The challenge consisted of designing a facility that would be operated by two independent agencies while maintaining security for its occupants. In this case the two governmental bodies consisted of the Lee County School District who wished to design and construct a new middle school adjacent to a new park and Lee County Parks and Recreation who wanted to develop a new regional park and multi-functional recreation center that contained a gymnasium. The combined project goal was to develop symbiotic synergies so that spaces could be shared by both users.

Answering questions

The Solution

ADG Architecture, llc worked with both stake holders to identify common building and program goals and elements. While each building user required a multi-functional gym, it made since to design a flexible gym space that could be separated by folding partitions in the center to maintain occupant separation and achieve school security. When the folding partitions were in the folded position and providing secure separation, each side had a fully functional gym that could accommodate basketball. On the school's side a performance platform was provided with space for folding bleacher seating. On the Park side of the gym there was connection to activity rooms with provisions for spectator folding bleacher seating. The gym was designed to host regional basketball tournaments by opening the center gym folding partition and using the gym space in its entirety. A retractable volleyball net system was also installed and suspended from the gym roof structure.

Other symbiotic synergies consisted of shared central energy plant which provided the chilled water for cooling of the school and the recreation center. Other shared areas consisted of sharing event ticketing spaces.

The building was designed so that each user could operate independent of each other and maintain security between the school's operation and users of the County's Recreation Center, whether it be children or adults. Another identified symbiotic synergy was the ability for the recreation center to provide a place to go after school was over for the day. The center was designed to contain dance and exercise studios, art spaces, computer labs and other similar activities. Total area of both facilities was 197,000 square feet with the parks and recreation building consisting of 58,000 square feet. Total project cost was $20 million.

Case Study 3

Dr. Piper Center for Social Services

Solving problems

The Challenge

The Dr. Piper Center for Social Services, Inc. seeks to enhance the social and economic well-being of those 55 and older individuals who reside in Southwest Florida and make a positive impact in the lives of frail elderly, at risk youth, special needs children and our communities.

The proposed facility had to be adaptable to changing programs and future growth, fully ADA accessible and flexible in the design of the space for the different social programs

Senior Companion
Senior Employment
Foster Grandparents
Faith in Action
Community Connections

Through the years, ADG has supported this non-profit by providing design services for a building addition, and more recently an ADA accessibility survey.

Answering questions

The Solution

In 2014, ADG conducted a building condition assessment analysis that resulted in a comprehensive report of the current conditions of their facility.
The study looked at the building envelope, structure, interior finishes, insulation systems, roofing and plumbing, mechanical and electrical systems.
The final report included projected costs for near term, mid-term and long-term capital expenditures and resulted in interior renovations to improve accessibility throughout the facility

Section 8

VIII. Describe your Experience and Capabilities in the Following Areas

A. Multiple Organization Government Facilities

Our project history includes many projects where the users were multi-agency or multi- departmental. Good programming and a careful understanding of how these various groups operate and identification of the synergies is a must if the project is to be successful. We understand how this can affect the programming and design when there are multiple users with competing interests. ADG has designed many multi-agency public and municipal projects that have similar characteristics. Our team understands this and has the project experience that this project requires.

Our projects have ranged from a new police department building and council meeting chambers for the City of Marco Island to multiple interior renovations to the City of Fort Myers City Hall building, the Administrative Offices for Lee County Government and Lee County Clerk of the Court office building. Many of these projects were phased projects requiring construction work at night and on weekends so that service to the public could be maintained. ADG has also provided design services to various governmental organizations where they wished to provide remote decentralized service to the public. This resulted in interior renovations to various tenant spaces in shopping plazas.

Our work resume also extends to many single agency governmental and office projects including Lee, Charlotte, Collier, Cities of North Port, Sanibel, Fort Myers and Cape Coral.

Project Example - City of North Port Family Services
This project was initially designed to support nine agencies. The design included areas that would be used for program expansion. Once the initial building was completed it was not long before other agencies joined the center. This 2 story 16,000 square foot facility provided services for the following community service providers:

- CCC—Child Care Connection
- Health Services
- Jewish Family Services
- Rise and Shine Budget and Counseling
- Child Protective Services
- Big Brother and Big Sister
- Women's Resource Center
- DASH—Domestic Abuse Shelter Home
- Senior Friendship Office

Project Example – Charlotte County Building and Community Services
This project consisted of expanding the existing Charlotte County Community Development building and improving services by adding a building addition with renovation to existing interior space. This project's mission was to improve departmental operational efficiencies of the 10 departments that are part of community development and have strategic relationships to each other.

The building addition consisted of 4,637 square feet with interior renovation work in the existing 17,931 square feet. Working with the Owners CM, the project was planned to be a multi-phase construction project and it will be completed in several months. Interior renovation activities required coordination with departmental staff which included temporary relocation of work spaces as the project progressed.

Project Example – Fort Myers City Hall Space Utilization and Facility Programming
This project consisted of conducting an existing space inventory, study and analysis of the City of Fort Myers City Hall. This four-story building consists of council chambers, public spaces, and key city departmental and mayoral offices.

Several departments were slated to be relocated out of City Hall prior to the study resulting in pending vacant potential office space with no identified new use. Some of the existing city hall located departments were not very well organized and needed reorganization in order to function more efficiently.

The goal of this study was to determine the following key factors:

- Existing square feet of all areas.
- Determination of occupant group and current use.
- Occupant adjacencies, current and desired.
- Determination of how to re-organize all departmental groups into a more efficient operational solution.

Our project approach consisted of physically surveying the building's current layout in its entirety including areas that such as storage, elevators and stairwells and then generating floor plans that depicted the current layout of space.

A week prior to meeting with the departmental leaders they were tasked with completing an initial planning assessment form that we developed for this project. This assessment form identified the following factors:

- Description of the departments function
- Special space considerations such as a dedicated conference room, storage or file rooms, copy and fax machine requirements
- Interaction with the public, daily weekly or never
- Ranking of priority with interactions with other city departments
- Current positions, filled or vacant with office or cubicle space requirements
- Future planned positions

Then armed with this raw data we met with key departmental individuals in order to ascertain how their various spaces were currently being used. During these interviews, adjacencies were identified and recorded. Operational deficiencies, adjacencies, etc., were also identified and were a key factor in developing our spatial inventory report. This report identified each position, current space in square feet utilization and then listed future perceived square footage including factors for wall thickness and circulation. The spatial report then summarized the current space in square footage verses the proposed square footage required by the department.

The table matrix that resulted from this task follows.

						P = Private O = Open C = Cubicle	
Positions	Persons or Space	Current size	Current S.F.	Future Size Required	Future SF Required	Office Type	Comments
Financial Serv. Director	Debra Bautista	10'-4" x 12'-4"	135	15'-7" x 15'-8"	244	P	
Senior Staff Asst.	Cassie Doyle	8'-8" x 8'-8"	55	6'-8" x 8'-8"	55	C	
Controller	Leigh Walker	9'-2" x 11'-3"	96	10'-0" x 12'-0"	120	P	
Chief Accountant	Rose Bowman	8'-8" x 8'-8"	75	8'-8" x 8'-8"	75	C	
Accountant III	Mike Seagle	8'-6" x 8'-8"	74	8'-8" x 8'-8"	75	C	
Accountant III	Robin Grammer	8'-8" x 9'-0"	78	8'-8" x 8'-8"	75	C	
Accountant III	Tom Kelley	8'-6" x 8'-10"	75	8'-8" x 8'-8"	75	C	
Accountant II	Brenda Fallon	8'-4" x 8'-10"	74	8'-8" x 8'-8"	75	C	
Accountant II	Andrew Gillyard	8'-4" x 8'-10"	74	8'-8" x 8'-8"	75	C	
Accountant I	Jeannie Scritchfield	8'-6" x 8'-10"	75	8'-8" x 8'-8"	75	C	
Chief Accountant Clerk	Judy Demint	5'-6" x 11'-0"	61	6'-0" x 9'-0"	54	C	
Senior Accounting Clerk	Betty Williams	5'-8" x 8'-0"	45	6'-0" x 9'-0"	54	C	
Senior Accounting Clerk	Marie Colombo	5'-8" x 8'-0"	45	6'-0" x 9'-0"	54	C	
Senior Accounting Clerk	Pat Buchanan	6'-0" x 9'-0"	54	6'-0" x 9'-0"	54	C	
Senior Accounting Clerk	Future			6'-0" x 9'-0"	54	C	
Senior Aide	Eileen Currier	5'-5" x 8'-6"	46	5'-5" x 8'-6"	46	C	
Payroll Supervisor	Nora Burkholder	8'-6" x 8'-10"	75	8'-8" x 8'-8"	75	C	
Payroll Accounting Clerk	Louette Smith	8'-4" x 8'-10"	74	8'-8" x 8'-8"	75	C	
	Conference Room	9'-0" x 12'-4"	110			P	
	Media Station	4'-0" x 9'-8"	37	4'-0" x 9'-8"	37	O	
	Vault	12'-0" x 15'-9"	200	12'-0" x 15'-9"	200	P	Could be a secured room
Subtotal for Dept.			1558		1647		
Circulation/Open File Area/Wall Thickness Variable (80.6%)			1254		1326		
Total for Department			2812		2973		Increase by 161 s.f.

Example of Spatial Inventory Report, City of Fort Myers – City Hall Space Planning Study

Our report included a number of graphics illustrating current use of all spaces and adjacencies. The adjacency report illustrated below indicates primary and secondary adjacencies for all city departments.

	Public Works	Recreation	Accounting	Treasury & Collections	Budget	Contracts & Grants	Purchasing	Utilities	Mayors Office	M.I.S.	Internal Audit	City Attorney	City Clerk	City Council	Lobby / Reception / Public Access
Public Works															
Recreation	S														
Accounting	S														
Treasury & Collections	S		P												
Budget	S		P	P											
Contracts & Grants	S		S	S	S										
Purchasing	S														
Utilities	S														
Mayors Office	P	S	P	S	P	S	S	S							
M.I.S.	S		P	P	P	P	P	P	S						
Internal Audit			S	S	S	S	S	S							
City Attorney	S		S	S	S	S	S	S	P	S	P				
City Clerk	S		S	S	S	S	S	S	P		S	P			
City Council	S			S	S	S	S	S	P		S	P	P		
Lobby / Reception / Public Access	P	P					P	P							

Adjacency Report, City of Fort Myers – City Hall Space Planning Study

The data collected from all 14 departments was then summarized into a single tally sheet that illustrated by department the proposed square feet verses actual usable square feet. The break down acknowledged that the building was a 4 story building and that there were limitations to available square feet per floor.

Department	Division	Proposed Sq. Ft.
Finance	Accounting	2,973
Finance	Treasury & Collections	1,001
Finance	Utilities Accounting	1,787
Finance	Contracts & Grants	329
Finance	Purchasing	1,269
Finance	Budget	704
Public Works	Administration	
	Contracts Administration	
	Stormwater Administration	
	Engineering	3,868
Public Works	Recreation	676
City Attorney		1,463
M.I.S.		3,146
Internal Audit		716
City Clerk		1,563
City Council		1,260
Mayor's Office		2,126
Total excluding Conference and Break Rooms		22,881
Utilities Accounting Relocated		-1,787
Total for City Hall		21,094
Total Usable Space in City Hall		23,127
Total Proposed Space		-21,094
Total Allowance for Conference and Break Rooms		2,033
Divided by four floors		4
Approximate Allowance for Conference and Break		
Rooms on each floor, plus additional core circulation		508

Department Square Footage Summary Chart, City of Fort Myers – City Hall Space Planning Study

We also evaluate how rooms and spaces were currently being used at the departmental level verses the available square footage in the area of the building that each department occupied on a floor by floor basis.

Location	Usable Sq Ft	Dept / Division	Sq Ft	Space remaining for Conference and Break Rooms
1st Floor - West Wing	3073	Accounting	2973	100
1st Floor - East Wing	3005	Purchasing	1269	
		Recreation	676	
		Budget	704	
		Subtotal	2,649	356
2nd Floor	5849	Public Works	3868	
		Treasury & Collections	1001	
		Contracts & Grants	329	
		Subtotal	5,198	651
3rd Floor	5849	MIS	3146	
		City Attorney	1463	
		Internal Audit	716	
		Subtotal	5,325	524
4th Floor	5849	Mayor's Office	2126	
		City Council	1260	
		City Clerk	1563	
		Subtotal	4,949	900
City Hall Annex	2191	Utilities Accounting	1,787	404

Department Location Analysis Chart, City of Fort Myers – Space Planning Study

Our report included generating colored graphic illustrations that depicted the areas utilized by each department. These were helpful in understanding current adjacencies and how the space was actually used at the departmental level.

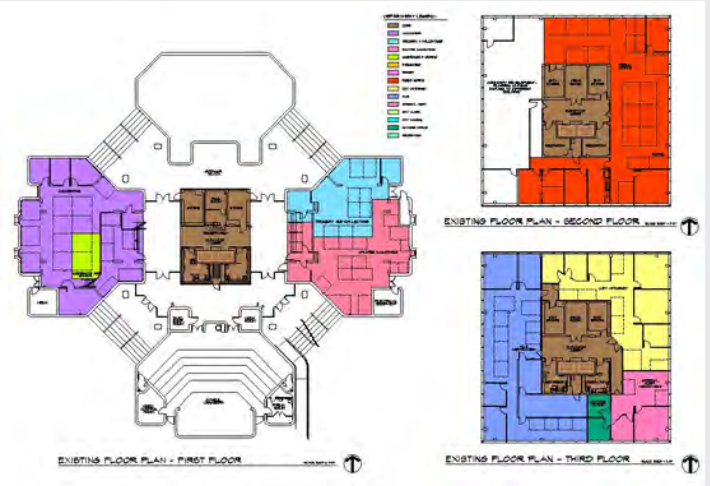


Illustration of graphic representation of city departmental space utilization, City of Fort Myers – City Hall Space Planning Study

The results of the study were then used to guide space planning at the departmental level. All four floors were evaluated and adjusted to suit the required primary adjacencies without having a single department separated from itself because of space limitations.

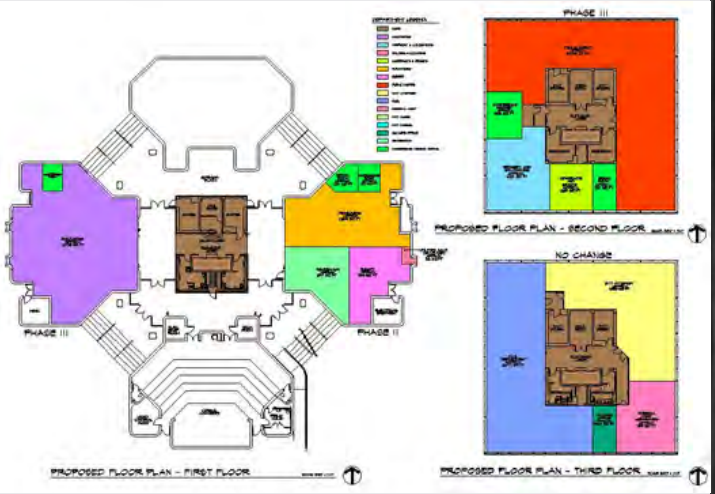


Illustration of graphic representation of proposed city departmental space utilization, City of Fort Myers – City Hall Space Planning Study

Once the report was finalized and accepted by the City of Fort Myers, ADG provided departmental space planning design services in a phased approach. The phased approach was developed to allow remodeling and construction to occur so that each department could move into its new space with minimal disruption.

Project Example – Wa-Ka-Hatchee Recreation Center
This project is the result of the fusion of two non-related governmental agencies, the Lee County School District and the Lee County Parks and Recreation Department. Working together these 2 governmental bodies agreed to co-develop a new park with a new middle school joined to a new parks and recreation facility that could be used by both parties. Serious consideration was given to site and building security and the identified combined use was a common gymnasium that could be used by both parties for larger events.

The combined area of the middle school and the new recreation center is 197,316 square feet. The recreation center was designed to provide many recreational outreach functions to the community while not posing a security risk to daily school activities.

B. Energy Efficiency

Energy efficiency for this type of facility can be achieved by designing HVAC systems that provide for individual control of rooms and spaces.

In order to properly address IAQ control in multi-functional spaces, our MPE consultant TLC Engineering for Architecture lives by the basic fundamentals of Heating, Ventilating, and Air Conditioning (HVAC) design as recommended in the various ASHRAE guidelines.

The first step TLC takes is to meet with our client to discuss the HVAC design considerations that are relevant to the project. These considerations include space occupancy counts for the various functions, levels of activity, operating schedules, ambient outdoor air quality, ventilation requirements, exhaust requirements, positive building pressurization, kitchen ventilation requirements, etc.

The overall goal is to design the HVAC system to provide proper indoor air quality during all periods of occupancy during various functions and modes of building operation while still maintaining the highest level of building operating efficiency. To do this requires close coordination between the equipment and control system design, implementation and construction of the system, and building operation after construction.

Depending on the opportunities and constraints that the building design presents, various methods may be used to produce an HVAC system design that not only provides superior temperature and humidity control but also provides excellent indoor air quality for the buildings occupants that minimizes the energy use of the facility as much as possible and makes it simple and effective to operate.

Some of the design strategies and technologies that may be employed are bipolar ionization, demand controlled ventilation, time of day scheduling, occupancy sensing, energy recovery systems, decoupled 100% outdoor air systems, hot gas reheat, solar reheat, wrap around heat pipes, and desiccant technology.

TLC is familiar with all of the local companies who provide building DDC controls. TLC works with the building control providers to effectively communicate and coordinate the requirements and operational goals of our clients. We will provide a sequence of operations for the control's vendor to provide programming to and this sequence of operations is designed for optimal HVAC efficiency. Lighting control systems will be tied into the controls system to reduce system power consumption during unoccupied times. In addition, technology and security systems will be tied into the controls system to provide one central location for monitoring the building system functionality.

Energy efficiency can be enhanced by utilizing natural daylighting strategies that use indirect or northern day light. Day lighting can also be used to control building lighting systems by using daylight sensors that detect when there is a sufficient amount of light in the room or space.

C. Cost Analysis and Control

Cost analysis and control begins on the first day and continues throughout the project. Designing within a construction budget requires a commitment to constant monitoring of each design decision and its impacts to the projects overall budget. Construction budgets need to consider all soft costs, including permitting, impact fees, design fees, FF&E and CM fees. While developing overall costs for the project, our team defines, separates costs into various system and sub costs that can be closely monitored. As the project develops each line item is closely monitored for adherence to the overall project budget.

Our team experience includes working with Charlotte County sales tax projects. Recently, we provided design services for the first tier one sales tax projects known as renovations to South County, Harold Park and Tringali Recreation Centers. While the combined project budget for the 3 sites was approximately $3.5 million it became apparent that what was expected by the end user and the dollars available were insufficient. With the project about $800,000 over budget ADG worked closely with the CM and Charlotte County to pair back the original design

and find savings so that the 3 projects could eventually be constructed.

The following government projects are but a few testimonials of our commitment toward assuring projects are completed on-time and within budget.

North Port Family Service Office Building-Phase 1
Project Budget: $1,691,627
Actual Cost: $1,340,000

New Operations Cooper Street Building Addition
Project Budget: $500,000
Actual Cost: $329,000

City of Marco Island Police Department and Council Chambers
Project Budget: $3,850,000
Actual Cost: $3,800,000

Golden Gate Elementary School Classroom Building
Project Budget: $3,700,000
Actual Cost: $2,800,000

First Christian Church New Sanctuary
Project Budget: $3,000,000
Actual Cost: $2,800,000

Southside Christian Church New Family Life Center
Project Budget: $1,288,000
Actual Cost: $1,135,000

D. Permitting for Charlotte County

ADG has provided and interfaced with the Charlotte County Building and Zoning departments on the behalf of Charlotte County Government for many projects. Recent projects are as follows:

- Harold Ave. Park Concession Buildings
- Harold Ave. Recreation Center Building Addition
- Tringali Recreation Center Renovation and Addition
- South County Recreation Center Addition
- Building and Community Services Expansion Project
- First Alliance Church Expansion Project
- And many ADA retrofit projects at parks and cultural center sites.

We consider permitting to be 1 of many high priority activities during the course of project development. During the development of a project, code compliance questions will arise that require consultation with the building department. We prefer this proactive approach as opposed to have a problem develop during plan review. When issues are identified during the plan review phase of the project, our approach is to meet with all stake holders including the plans examiner so that resolution of all issues can be identified and implemented into the plans.

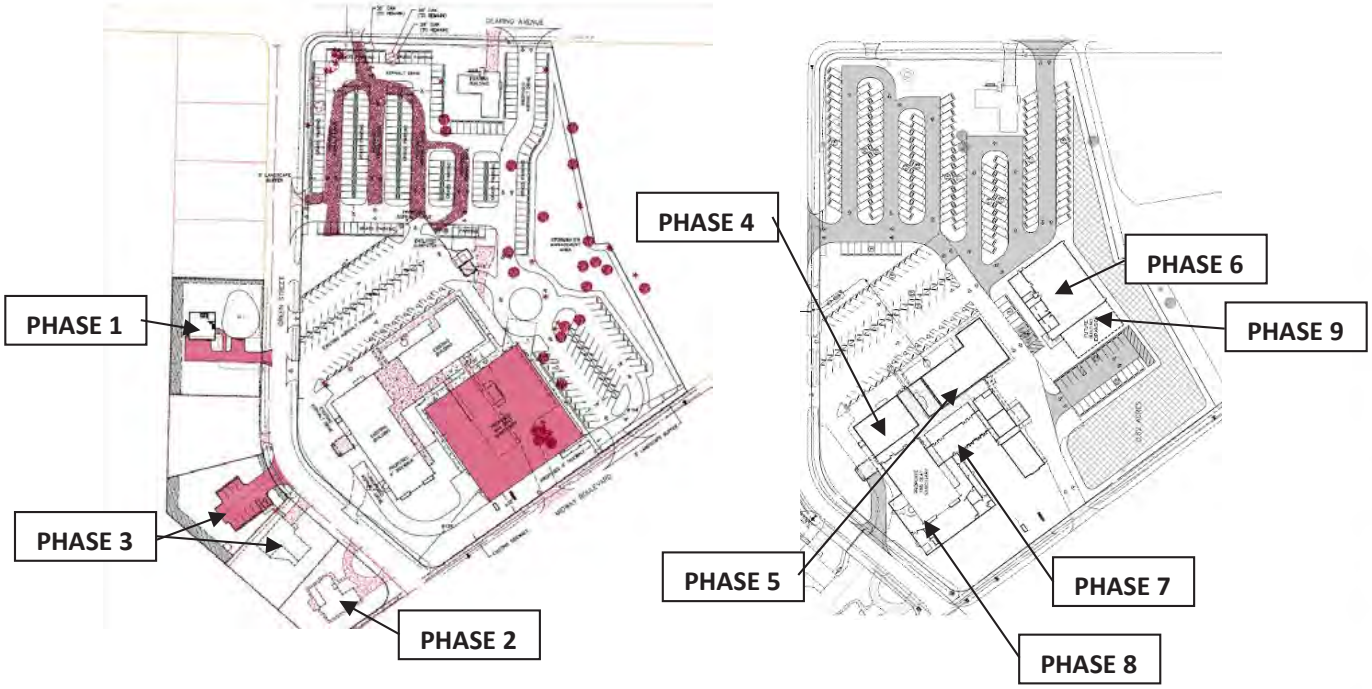
E. Phased Master Plans

ADG Architecture provides master planning design services as a matter of course. We have been providing this service for over 25 years to public and private sector clients. Many of our master planning projects occur in the private sector for large organizations who are seeking to implement long term development strategies for their site.

Many of the projects that we have planned have been constructed using a phased approach to construction. We understand that the monies required to design and construct a large facility can be a tremendous undertaking and challenge. Therefore, during the programming and planning phase of the project it is understood that the project may be constructed over a number of phases. The programming and design phase work must be sensitive to the budget while maintaining essential core spaces and elements for each phase of construction. This can be achieved by maintaining maximum flexibility of space and reducing the number of rooms that are dedicated to a single function. Additionally, we address how buildings can be expanded in the future without adding disproportionate costs to remodeling the existing facility to accept the new expansion This expansion for future flexibility includes related site design issues such as parking and installing utility infrastructure needed to support the facility now and into the future.

A recent Master Planning example is included on the following page.

FIRST ALLIANCE CHURCH
PORT CHARLOTTE, FLORIDA



FIRM'S ROLE
Feasibility Study
Master Planning
Architectural Design
Construction Documents
Construction Administration

PROJECT DESCRIPTION
Project consisted of providing a feasibility study and master planning for a multi-phase campus redesign and building additions

Phase 1: consisted of the design and construction of a two-story storage building.

Phase 2: conversion of an existing residential building into the office administration building for FAC.

Phase 3: demolition of an existing residential building, a new parking lot addition and the conversion of a residential building into offices and Sunday School Classrooms.

Phase 4: re-design of the existing administration areas into Sunday school classrooms for the Adult's Ministry and addition of a new battery of public bathrooms in the existing fellowship area.

Phase 5: Re-design and conversion of the existing Sunday School area into a new secure children area and daycare.

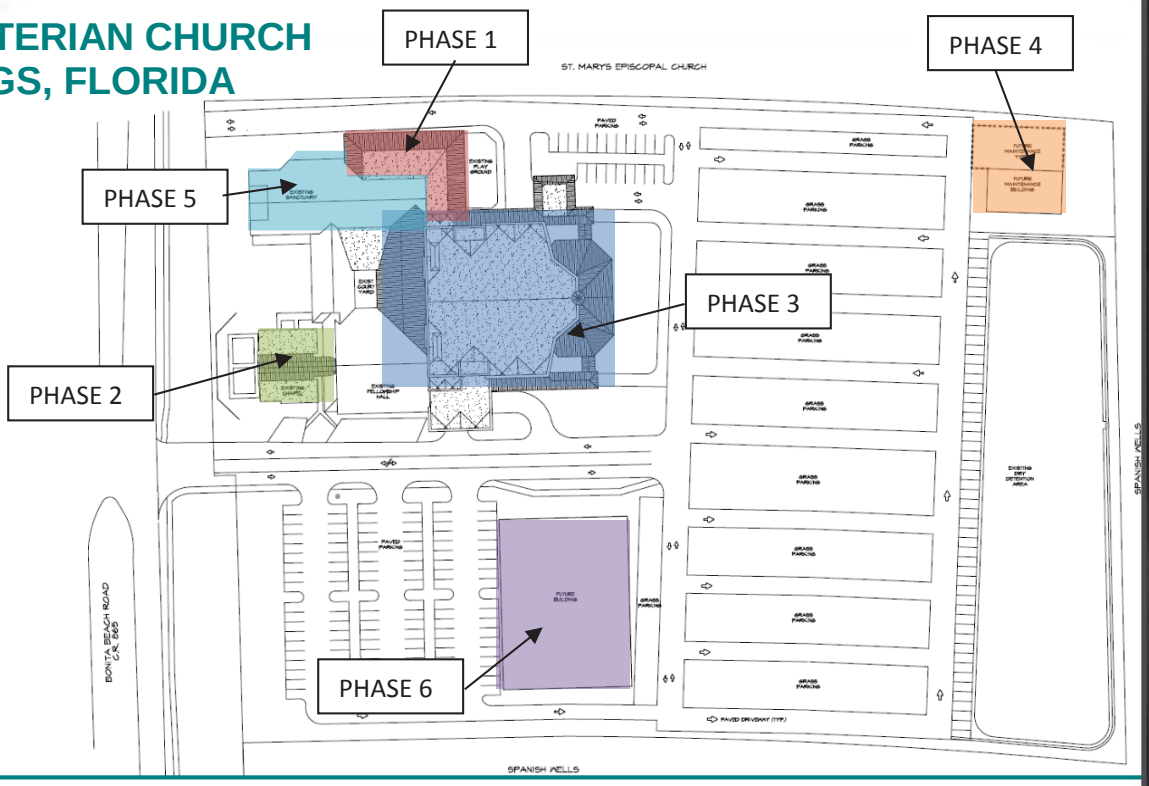
Phase 6: Addition of land and design and construction of a new multipurpose, family building for the Youth Ministry.

Phase 7: re-design of the existing Sanctuary building and addition of a new Fellowship Hall and welcome center area.

Phase 8: re-design and expansion of the existing 450 seats Sanctuary to a 1,000 seats Sanctuary

Phase 9: Family Building expansion

FIRST PRESBYTERIAN CHURCH BONITA SPRINGS, FLORIDA



FIRM'S ROLE

Feasibility Study
Master Planning
Architectural Design
Interior Design
Construction Documents
Construction Administration

PROJECT DESCRIPTION

Project consisted of providing a feasibility study and master planning for a multi-phase campus redesign and building additions
Phase 1: Daycare Building addition.
Phase 2: conversion of the existing original Sanctuary into a Chapel.
Phase 3: Design and construction of a new 1,200 seats Worship Center.
Phase 4: Design and construction of a new maintenance building.
Phase 5: Conversion of the existing Worship Center into a classrooms building.
Phase 6: future Youth Ministry Building.

Section 9

Section IX. Volume of Work

ADG Architecture, llc has received from Charlotte County Government payments in the amount of $678,266.80 for various projects within the last 2 years from February 14, 2017 to February 13, 2019

Section X. Litigation

ADG Architecture, llc has not been named a defendant or co-defendant in any litigation or lawsuit in the last five years.

Section XI. Minority Business

ADG Architecture, llc is not a Certified Minority Business. However, our team strongly supports the inclusion of well qualified Certified Minority Businesses.

Our landscape design sub consultant David M Jones & Associates is a minority business and the certificate is included herein.

State of Florida

Florida Veteran Business Certification

DAVID M. JONES, JR. AND ASSOCIATES, INC.

Is certified under the provisions of
287 and 295.187, Florida Statutes, for a period from:

01/16/2018 to 01/16/2020

Erin Rock, Secretary
Florida Department of Management Services

office of supplier DIVERSITY

Office of Supplier Diversity • 4050 Esplanade Way, Suite 380 • Tallahassee, FL 32399 • 850-487-0915 • www.dms.myflorida.com/osd

ADG Architecture, llc

6. Minority Business: Yes _____ No X
The County will consider the firm's status as an MBE or a certified MBE, and also the status of any sub-contractors or sub-consultants proposed to be utilized by the firm, within the evaluation process.
Comments or Additional Information:

The undersigned attests to his/her authority to submit this proposal and to bind the firm herein named to perform as per contract, if the firm is awarded the Contract by the County. The undersigned further certifies that he/she has read the Request for Proposal, Terms and Conditions, Insurance Requirements and any other documentation relating to this request and this proposal is submitted with full knowledge and understanding of the requirements and time constraints noted herein.

By signing this form, the proposer hereby declares that this proposal is made without collusion with any other person or entity submitting a proposal pursuant to this RFP.

As Addenda are considered binding as if contained in the original specifications, it is critical that the Consultant acknowledge receipt of same. The submittal may be considered void if receipt of an addendum is not acknowledged.

Addendum No. 1 Dated 02.06.19 Addendum No._____ Dated_____ Addendum No._____ Dated_____

Addendum No._____ Dated_____ Addendum No._____ Dated_____ Addendum No._____ Dated_____

Type of Organization (please check one):

INDIVIDUAL (_)
PARTNERSHIP (_)
CORPORATION (X)
JOINT VENTURE (_)

Sweet Sparkman Architects
Firm Name

941-952-0084 Telephone
941-952-0201 Fax

Fictitious or d/b/a Name

584-08-1005
Federal Employer Identification Number (FEIN)

2168 Main Street
Home Office Address

Sarasota, FL 34237
City, State, Zip

17
Number of Years in Business

Address: Office Servicing Charlotte County, other than above

Name/Title of your Charlotte County Rep.

Telephone

Fax

Todd M. Sweet, AIA, LEED, AP
Name/Title of Individual Binding Firm (Please Print)

Signature of Individual Binding Firm

02/15/2019
Date

tsweet@sweetsparkman.com
Email Address

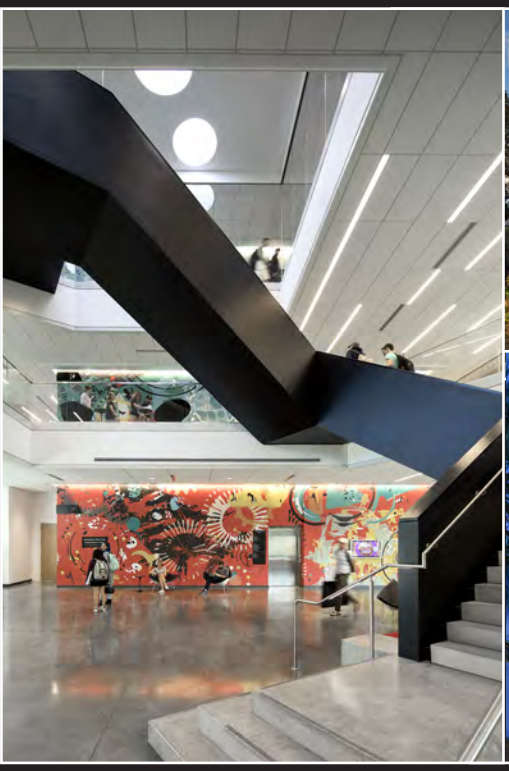
(This form must be completed & returned)

CHARLOTTE COUNTY GOVERNMENT

Request for Qualifications

FAMILY SERVICES CENTER DESIGN

RFQ NO. 2019000213



SWEET | SPARKMAN ARCHITECTS

Todd M. Sweet, AIA, LEED AP
2168 Main Street, Sarasota, FL 34237
T: 941.952.0084 | F: 941.952.0201
tsweet@sweetsparkman.com
www.sweetsparkman.com

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XI. MINORITY BUSINESS, FORMS

February 13, 2019

Kimberly A. Corbett, C.P.M. CPPB
Senior Division Manager - Purchasing
Charlotte County Administration Complex
18500 Murdock Circle, Suite 344
Port Charlotte, FL 33948-1094

RE: RFP No. 2019000213: Family Services Center Design

Dear Ms. Corbett and Members of the Selection Committee,

The prospect of Sweet Sparkman Architects and Charlotte County working together to develop a design for the Family Services Center is an incredible opportunity. This project demands a specific combination of expertise. We have teamed with experienced, local consultants to provide a "no learning curve" design experience for Charlotte County. Together, our professional qualifications are well aligned with your needs, and we have prepared a response which demonstrates both our expertise and interest in being your architectural planning team.

Charlotte County Library
Englewood, Florida

An Experienced Team of Experts

Sweet Sparkman Architects (SSA) has enjoyed a long-term relationship with Charlotte County, including successful completion of numerous projects such as the Charlotte County Capital Assessment and Englewood Charlotte Library. This latter project involved evaluation of the County's public buildings, including the Family Services Center. SSA has had the privilege of working on several high profile projects with Charlotte County. Currently, the firm is working on the Charlotte County Judicial Center Expansion, Strategic Master Space Plan, Fire Station #10, and the Tringali Restroom Building. Some of our relevant projects include the Bayshore Live Oak Park and Englewood Library/Tringali complex. Sweet Sparkman Architects also provides continuing services support to the facilities general library. Notably, SSA performed facilities analysis with Johnson Engineering for the Facilities Condition Assessment (Capital Asset Management Study). SSA has worked together successfully on these projects and have proven our ability to work with Charlotte County departments, reviewing agencies and the public.

Local participation is paramount to the success of your project, and we have assembled an unparalleled team of local design consultants that include Johnson Engineering (civil engineering/landscape architecture/surveying/environmental consulting), Genesis Engineering (mechanical and electrical engineering) and Hees & Associates (structural engineering).

Project Differentiators

Several distinguishing considerations to bear in mind when reviewing our proposal include:

- ✓ **Knowledge of Charlotte County and the existing context:** SSA is familiar with the history and development of Charlotte County and its public buildings. This background of knowledge provides SSA a great platform from which current growth trends, goals, and objectives can be studied and incorporated into the design process.
- ✓ **Building for Human Services:** Performing needs analyses and existing building evaluations; creating designs utilizing existing buildings, and developing forward thinking design – this is work performed by SSA on an ongoing basis. All of SSA's projects include extensive interaction with end users to ensure the final facilities design addresses all needs. The design process includes sketch diagrams, descriptions of how each space functions and desired adjacencies. Because the SSA Team not only programs public facilities – it also designs them – each completed projects informs the next, ensuring our clients have the benefit of current data from recent projects.

- ✓ **Providing Useful Solutions:** Our goal is to provide Charlotte County with a Family Services Center that can strategically benefit the community for years to come. We also understand the value of identifying interim steps, such as short-term renovations, to reach final solutions. You should be able to employ your Master Space Plan as a strategic blueprint to avoid undesirable acquisitions and renovations that are not in the long-term plan for the County's development. We can also explore the maintenance and operational costs of using an older building versus a new energy-efficient building.
- ✓ **Experience with Public Forums:** Our firm, Sweet Sparkman Architects, has extensive experience conducting public meetings as well as making presentations to elected bodies and appointed boards and commissions. We have the ability to help a diverse group reach consensus. With our numerous public projects, we are comfortable in meeting with staff and the public and providing the necessary information required to allow them to make informed decisions.

Venice Library
Venice, Florida

Dedicated principal-led project management

The team we are presenting for Charlotte County's Family Services Center Design are seasoned professionals. As principal, I will serve as the County's point of contact for this agreement and provide the project management. My experience with Charlotte County's institutional and public sector projects has given me a keen perspective on the needs and importance of the project's goals under this agreement. John Bryant, our proposed Project Manager, is also a firm principal, and has most recently led the design team for the Charlotte County Strategic Master Space Plan.

Committed to your success

Our firm is very interested in assisting Charlotte County with its master space planning project. We look forward to the results of your review process and the opportunity to demonstrate first-hand our enthusiasm and capabilities to collaborate with the Charlotte County on this important project.

Respectfully Submitted,

Sweet Sparkman Architects, Inc.

Todd M. Sweet, AIA, LEED AP
Principal

I

TEAM PROPOSED FOR THIS PROJECT

A. Background of the personnel

1. PROJECT MANAGER

JOHN BRYANT, AIA, LEED AP | SWEET SPARKMAN ARCHITECTS

Role: Project Manager

John has been identified as the Project Manager for the Family Services Center Design. His knowledge of Charlotte County stems from his experience with the Charlotte County Judicial Center and the Charlotte County Strategic Master Plan.

John Bryant, Principal / Project Manager and the key individuals on this team will not be substituted without the expressioned permission of Charlotte County.

2. SUB-CONSULTANTS, INCLUDING KEY PERSONNEL
3. OTHER KEY PERSONNEL

GENESIS ENGINEERING GROUP, LLC will provide mechanical, electrical, plumbing, fire protection and technology engineering. Genesis and its staff have worked on multiple Charlotte County projects throughout the county. These projects include medical clinics, medical office buildings, real estate offices, single family residential homes, shell office buildings, day care centers and several other facility types. Genesis has a good working relationship with Charlotte County Building Department and understands the challenges associated with coastal construction. Genesis and Sweet Sparkman are currently collaborating on Charlotte County Fire Station #10 on Palm Island.

JOHNSON ENGINEERING will be responsible for civil design and site permitting. Johnson Engineering has provided leadership for several Charlotte County capital projects including stormwater, parks and transportation projects. They have extensive experience working with local regulatory agencies that include Charlotte County and SWFMD. Sweet Sparkman and Johnson Engineering have collaborated on many projects in Charlotte County including the Charlotte County/Englewood Library, the Charlotte County Judicial Center, and most recently, Charlotte County Fire Station #10 on Palm Island.

HEES AND ASSOCIATES is a full-service structural engineering firm that provides design and construction administration and inspection services for a wide variety of projects throughout Florida with a special focus on institutional clients. The firm's list of Charlotte County projects include the North Charlotte Regional Recreational & County Administration Building, in Port Charlotte as well as the Anne Dever Memorial Park in Englewood. Hees and Associates has collaborated with Sweet Sparkman Architects on numerous institutional clients including the Sarasota County and the School Board of Sarasota County.

Education

Roger Williams University, B.Arch

Rensselaer Polytechnic Institute

Registrations

Registered Architect FL AR-0015832

U.S. Green Building Council LEED Professional Accreditation, 2007

American Institute of Architects Member

Gulf Coast Chapter Past President 2002

TODD SWEET, AIA, LEED AP | PRINCIPAL IN CHARGE

RELEVANT PROJECT EXPERIENCE

Charlotte County Judicial Center Renovation
Punta Gorda, FL

The Charlotte County Judicial Center Renovation is taking place on the existing Judicial Center site in Punta Gorda, FL. The 10 acre site falls within the City of Punta Gorda Community Redevelopment Area. The project's scope of work provides an additional space of approximately 78,000 +/- SF. It consists of remodeling of the existing three and five story buildings, enhanced security features and additional parking facilities in addition to an off-site archive storage tenant fit out. This project will be accomplished in a series of phases while keeping the Judicial Center continuously open and in operation. A Master Planning effort took place at the beginning of the project. Through stakeholder input, data compilation and space analysis, a plan was made for renovation with new offices. This Master Planning effort provided a significant cost savings to the project. Todd serves as the Principal-in-Charge and Architect of Record.

Charlotte County Capital Assessment Report
Charlotte County, FL

Sweet Sparkman Architects worked in conjunction with Cannon Designs and Johnson Engineering on a Capital Assessment Report for Charlotte County. This team has evaluated a number of buildings for ADA updates as well as structural, mechanical, electrical, plumbing issues the buildings of Charlotte County may be having. Todd served as the Project Architect.

Venice Public Library
Venice, FL

Sarasota County has recently completed a new Venice Public Library. The new building of approximately 24,000 SF accommodates adult, young adult and children programming as well as meeting rooms. The library provides PC workstations and charging stations, a multi purpose meeting room, a conference room, a maker space, group study rooms and tutoring rooms. Todd serves the project as Architect of Record.

Sarasota County Terrace Building Plumbing Renovation
Sarasota, FL

Sweet Sparkman Architects performed a plumbing assessment and renovation on the Sarasota County Terrace Building located in downtown Sarasota. The original building is a 10 story masonry building constructed of reinforced concrete, clay brick and structural terra cotta tile. Original exterior finishes include painted cement plaster with ornamental details of terra cotta, brick and cast plaster. The building was originally constructed in 1926 as the Sarasota Terrace Hotel and contained a private bath in each of the rooms. In 1972, Sarasota County purchased the Terrace Building and converted it into the county's administration center. Todd served as the Architect of Record.

School Board of Manatee County: Professional Support Center
Bradenton, FL

Renovations to the Professional Support Center include upgrades to the HVAC system and repair / replacement of the building envelope, including the roof. This project includes HVAC components such as replacing chillers, airside equipment and controls systems, as well as repairing the building envelope. The project occurs on an occupied ancillary site requires close coordination with District Staff, the Department of Construction Services and Maintenance & Operations. Due to the continuous operation of the building, the project is phased to accommodate staff. The total project budget is $5,000,000.00. Todd serves as the Architect of Record.

SWEET | SPARKMAN ARCHITECTS

JOHN BRYANT, AIA, LEED AP | PRINCIPAL PROJECT MANAGER

Education

University of Maryland,
M. Arch:
Dean's Thesis Award

Grinnell College, Grinnell, IA,
BA Music

Registrations

Registered Architect FL AR-91475

USGBC LEED Professional,
AIA Gulf Coast Chapter:
President 2014

RELEVANT PROJECT EXPERIENCE

Charlotte County Judicial Center Renovation,
Punta Gorda, FL

The Charlotte County Judicial Center Renovation is taking place on the existing Judicial Center site in Punta Gorda, FL. The 10 acre site falls within the City of Punta Gorda Community Redevelopment Area. The project's scope of work provides an additional space of approximately 78,000 +/- SF. It consists of remodeling of the existing three and five story buildings, enhanced security features and additional parking facilities in addition to an off-site archive storage tenant fit out. This project will be accomplished in a series of phases while keeping the Judicial Center continuously open and in operation. A Master Planning effort took place at the beginning of the project. Through stakeholder input, data compilation and space analysis, a plan was made for renovation with new offices. This Master Planning effort provided a significant cost savings to the project. John serves as the QA / QC manager for the project.

County-Wide Comprehensive Facilities Strategic Master Plan
Charlotte County, FL

John is currently serving as Principal Project Manager for this project. The scope of work includes evaluation of the space needs for all County departments as well as state and elected officials serving within Charlotte County. The plan will provide a comprehensive facilities strategic master plan for Charlotte County over a 20 year planning horizon. The Firm is providing architectural programming and master planning including all analysis, drawings and documentation required to support the project goals. The scope of design services addresses and builds upon prior planning work undertaken by Charlotte County.

Venice Public Library,
Venice, FL

Sarasota County has recently completed a new Venice Public Library. The new building of approximately 24,000 SF accommodates adult, young adult and children programming as well as meeting rooms. The library provides PC workstations and charging stations, a multi purpose meeting room, a conference room, a maker space, group study rooms and tutoring rooms. John served as the Project Manager.

Siesta Beach Improvements,
Siesta Key, FL

Located at the world famous Siesta Key public beach, Sweet Sparkman Architects provided architectural design and construction administration for the new "world class" park. The project involved multiple stakeholder meetings to ensure community support and consensus with the design proposals. The new structures are built to withstand the harsh beach environment while expressing a contemporary approach to subtropical coastal architecture. John served as the Project Manager.

Lovers Key Visitor Center,
Lovers Key, FL

Lovers Key State Park is located between Fort Myers Beach and Bonita Beach in Lee County. The FDEP has obtained the firm to design and permit a high New Visitor Center at Lovers Key State Park. The facility will include a main floor approximately 5,000 SF with an event space along with an outdoor deck and interpretive museum space. Support spaces expected to include administrative area, restroom facilities along with a galley kitchen. John serves as the Project Manager.

SWEET SPARKMAN ARCHITECTS

Education

Bachelor of Design in Architecture, cum laude
University of Florida – Gainesville, FL

International Study Abroad Program Vicenza Institute of Architecture
Vicenza, Italy

Master of Architecture
University of Florida Citylab
Sarasota, FL

Registrations

Registered Architect: IL
AIA Gulf Coast Chapter

SWEET SPARKMAN ARCHITECTS

SHANE LAMAY, AIA, NCARB | PROJECT ARCHITECT

RELEVANT PROJECT EXPERIENCE

Charlotte County Judicial Center Renovation
Punta Gorda, FL

The Charlotte County Judicial Center Renovation is taking place on the existing Judicial Center site in Punta Gorda, FL. The 10 acre site falls within the City of Punta Gorda Community Redevelopment Area. The project's scope of work provides an additional space of approximately 78,000 +/- SF. It consists of remodeling of the existing three and five story buildings, enhanced security features and additional parking facilities in addition to an off-site archive storage tenant fit out. This project will be accomplished in a series of phases while keeping the Judicial Center continuously open and in operation. A Master Planning effort took place at the beginning of the project. Through stakeholder input, data compilation and space analysis, a plan was made for renovation with new offices. This Master Planning effort provided a significant cost savings to the project. Shane works on the project as a Production Designer.

Lovers Key Visitor Center
Lovers Key , FL

Lovers Key State Park is located between Fort Myers Beach and Bonita Beach in Lee County. The FDEP has obtained the firm to design and permit a high New Visitor Center at Lovers Key State Park. The facility will include a main floor approximately 5,000 SF with an event space along with an outdoor deck and interpretive museum space. Support spaces expected to include administrative area, restroom facilities along with a galley kitchen. Shane serves on the design team as the Project Architect.

Asolo Repertory Theatre: Robert & Beverly Koski Campus Expansion
Sarasota, FL

The scope of work on this project includes the renovation of the existing 2 buildings into a unified campus that includes a rehearsal hall and entry to serve as the Asolo Repertory Theatre rehearsal and production facility. Other improvements to include campus unification comprising of landscaping, parking and building access improvements. Shane serves on the design team as the Project Architect.

City of Sarasota Utilities Administration
Sarasota, FL

The renovation of the City of Sarasota's Utilities Administration Building consisted of the demolition and reconfiguration of interior spaces to include three (3) new conference rooms, eight (8) new office spaces and improvements to the building security, through the use of new on-site constructed walls, existing and new movable wall panels and available modular and stand-alone office furniture with related components. Shane served on the production team.

Bee Ridge Household Hazardous Waste Facility
Sarasota, FL

Sarasota County contracted Sweet Sparkman Architects to provide design and construction administration to the County's Hazardous Waste Facility. The project scope of work included a new Drum Storage Building, a new loading dock and a chemical storage building. Shane served on the production team.

Education

Bachelor of Design in Architecture,
University of Florida – Gainesville, FL

International Study Abroad Program Vicenza Institute of Architecture
Vicenza, Italy

Master of Architecture
University of Florida

Registrations

Associate American Institute of Architects Member

LEED Accredited Professional, 2009

KIM LAM, ASSOCIATE AIA, LEED AP | PROJECT DESIGNER

RELEVANT PROJECT EXPERIENCE

Charlotte County Judicial Center Renovation
Punta Gorda, FL

The Charlotte County Judicial Center Renovation is taking place on the existing Judicial Center site in Punta Gorda, FL. The 10 acre site falls within the City of Punta Gorda Community Redevelopment Area. The project's scope of work provides an additional space of approximately 78,000 +/- SF. It consists of remodeling of the existing three and five story buildings, enhanced security features and additional parking facilities in addition to an off-site archive storage tenant fit out. This project will be accomplished in a series of phases while keeping the Judicial Center continuously open and in operation. A Master Planning effort took place at the beginning of the project. Through stakeholder input, data compilation and space analysis, a plan was made for renovation with new offices. This Master Planning effort provided a significant cost savings to the project. Kim works on the project as a Production Designer.

County-Wide Comprehensive Facilities Strategic Master Plan
Charlotte County, FL

The scope of work includes evaluation of the space needs for all County departments as well as state and elected officials serving within Charlotte County. The plan will provide a comprehensive facilities strategic master plan for Charlotte County over a 20 year planning horizon. The Firm is providing architectural programming and master planning including all analysis, drawings and documentation required to support the project goals. The scope of design services addresses and builds upon prior planning work undertaken by Charlotte County. Kim works on the project as a Production Designer.

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Lovers Key, FL

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City of Sarasota Utilities Administration
Sarasota, FL

The renovation of the City of Sarasota's Utilities Administration Building consisted of the demolition and reconfiguration of interior spaces to include three (3) new conference rooms, eight (8) new office spaces and improvements to the building security, through the use of new on-site constructed walls, existing and new movable wall panels and available modular and stand-alone office furniture with related components. Kim served as the Project Manager.

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SWEET SPARKMAN ARCHITECTS

Education

University of Maryland, College Park, MD

Bachelor of Science - Mechanical Engineering

Registrations

Professional Engineer: FL and 6 other states

National Council of Examiners for Engineering and Surveying

AABC Certified Commissioning Agent – Since 2009

LEED Accredited Professional – Since 2007

Member - American Society of Heating, Refrigeration and Air Conditioning Engineers

Member - United States Green Building Council

Member - AABC Commissioning Group

Charlotte County Resident

MIKE HANEY, P.E., LEED AP, CXA | MECHANICAL ENGINEER

RELEVANT PROJECT EXPERIENCE

Ann Dever Recreation Complex
Englewood, FL

Project consisted of the design and construction of a new municipal recreation center for Charlotte County, FL. The scope of work included a new facility integrated into an existing site and includes a new gymnasium, fitness center, multi-purpose spaces, facility support spaces and outdoor recreation areas. This facility is designed to the latest Charlotte County Design Standards and incorporates an integrated building automation system for control of all building systems including HVAC, lighting, security, etc. This project is being delivered through the CM at risk delivery method and Genesis has worked hand in hand with the contractor through the design phase to ensure the project is progressing in accordance with the County's needs. Design of this project was recently completed and is moving into the construction phase.

North Charlotte Recreation Complex
Port Charlotte, FL

Project consisted of the design and construction of a new municipal recreation center for Charlotte County, FL. The scope of work included a new facility integrated into an existing site and includes a new gymnasium, fitness center, multi-purpose spaces, facility support spaces and outdoor recreation areas. This facility also includes the main offices for the County's Parks & Rec Department. This facility is designed to the latest Charlotte County Design Standards and incorporates an integrated building automation system for control of all building systems including HVAC, lighting, security, etc. This project is being delivered through the CM at risk delivery method and Genesis has worked hand in hand with the contractor through the design phase to ensure the project is progressing in accordance with the County's needs. Design of this project was recently completed and is moving into the construction phase.

Charlotte County Schools
Port Charlotte, FL

Genesis staff has worked on multiple Charlotte County School Board projects to include multiple school renovations and design of new facilities. All School Board projects were completed in accordance with the School Board design standards and our staff worked in conjunction with the selection construction team to ensure a coordinated installation in accordance with the owner's design intent.

Charlotte County Fire Station #10
Placida, FL

Genesis and its staff are actively engaged in the planning phase for the new Fire Station #10 on Palm Island and will be the engineers of record for the stations mechanical, electrical, plumbing and fire protection systems. Genesis is currently participating in the selection of the proposed site and has provided detailed information on the potential development opportunities for each of the proposed sites as well as specific owner information and their plans for future property development. This project is in collaboration with Sweet Sparkman Architects.

Other Charlotte County Work
Charlotte County, FL

Genesis and its staff have worked on multiple Charlotte County projects throughout the county. These projects include medical clinics, medical office buildings, real estate offices, single family residential homes, shell office buildings, day care centers and several other facility types. Genesis has a good working relationship with Charlotte County Building Department and understands the challenges associated with coastal construction.

WADE ALDREDGE, CPD | FP / PLUMBING ENGINEER

Education

Clayton State University, Morrow, Georgia

Small business development and management courses – Georgia State University

Registrations

American Society of Plumbing Engineers (ASPE) CPD Certification

American Society of Plumbing Engineers (ASPE)

Charlotte County Resident

RELEVANT PROJECT EXPERIENCE

Ann Dever Recreation Complex
Englewood, FL

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genesis

Education

Polytechnic University of Puerto Rico

Bachelor of Science - Electrical Engineering

Registrations

Professional Engineer: FL, LA, and NJ

National Council of Examiners for Engineering and Surveying

Photovoltaic Installation Certification / 2009

OSHA 30 Certificate / 2013

genesis

SAMUEL SANTIAGO, P.E. / SENIOR ELECTRICAL ENGINEER

RELEVANT PROJECT EXPERIENCE

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CHRIS BEERS, P.E. | CIVIL ENGINEERING

Education

MBA, Indiana University,

B.S. Civil Engineering, Brigham Young University

Registrations

Florida Professional Engineer, License No. 64594

Florida Professional Surveyor & Mapper, License No. 6664

Indiana Professional Engineer, License No. 1000003 59,

Utah Professional Engineer, License No. 276397-2202,

Kentucky Professional Engineer, License No. 24118,

Kentucky Professional Surveyor, License No. 3744

RELEVANT PROJECT EXPERIENCE

Elkcam Waterway Bridge on US 41 Access Roads
Charlotte County, FL
Project engineer for survey, design and permitting for both access road bridges for the civil portions of projects. Was member of design/build team, started project in March 2011 and began construction in July 2011 with all permits acquired. Now in construction.

Bermont Road (C.R. 74) Box Culvert Replacement
Charlotte County, FL
Project manager and member of three engineering firm design/build team on this roadway project. Specific tasks included 7.5+ miles of roadway survey, all environmental aspects of the project, design/permitting of box culvert replacement including drainage, dewatering, MOT, public utility relocation, private utility coordination, FDOT, SWFWMD, FDEP and local permitting.

Year 3 Sidewalks
Charlotte County, FL
Project manager for survey, design and permitting for 13 sidewalk locations within Charlotte County comprising of 15.2 miles of 8' sidewalk. The design is in various stages of progress.

2011 Storm Structures Series
Port Charlotte, FL
Project manager for the survey, design and permitting of six storm structures within Greater Port Charlotte. The design for these is about at the 30% stage with all survey/SUE work complete and first reviews complete. All will be certified as FDOT inventory bridges.

2009 Storm Structures Series
Port Charlotte, FL
Project manager for the survey, design and permitting of four storm structures within the Little Alligator Creek Basin. Two of these structures are on Peachland Boulevard, one is on Quesada Avenue and one on Kenilworth. All are designed are certified to be new bridges on the FDOT inventory. All projects have sidewalks and are ADA compliant. Two are completed and 2 are in construction.

Greater Port Charlotte Group 3 Storm Structures
Charlotte County, FL
Project manager and engineer-of-record for completion on five of the 12 structures within the canal and waterway system for Charlotte County Public Works.

O'Donnell Regional Park – Baseball Field Addition
Port Charlotte,FL
Project manager new NCAA Division 1 Baseball Field addition. Included SWFWMD, Charlotte County, CCU permitting. Currently in construction, to be completed for Big Ten NCAA Baseball Tourney in Feb. 2012.

O'Donnell Regional Park Phase 2
Port Charlotte,FL
Project manager for 83± acre regional park for the Charlotte County Parks Department; facilities include softball, baseball, soccer, frisbee golf, lake system.

JOHNSON ENGINEERING

JEFF NAGLE, RLA, | LANDSCAPE ARCHITECT

Education

Rutgers University, Cook College
B.S. Landscape Architecture

Registrations

Florida Registered Landscape Architect, License No. LA6667059

RELEVANT PROJECT EXPERIENCE

Harbor Trail & Wayfinding Parmely Street
Charlotte County, FL

Lead landscape architect for this existing 0.3 mile streetscape renovation in historic village of Charlotte Harbor and gateway to Bayshore Live Oak Park. This project will both visually and physically enhance the existing corridor connection from the heavily traveled US 41 to the existing and historically significant Bayshore Live Oak Park located along the shores of the Charlotte Harbor. Landscape architectural design enhancements include a gateway entry sign at the US Highway 41 entry, way-finding signage for Bayshore Live Oak Park, accessible sidewalk, aesthetically enhanced street intersections, decorative roadway lighting including banners, enhanced and decorative regulatory signage, and visually pleasing Florida Friendly landscaping and low volume irrigation. The landscape architectural improvements were designed to improve both the pedestrian and vehicular experience within this roadway corridor and establish character branding within Charlotte Harbor.

Rotonda West Entry Signs
Charlotte County, FL

Project manager and lead landscape architect for The Rotonda West Entry Feature project. This established 4,000 home residential community in Charlotte County was seeking to update their existing and deteriorating identity signs at five locations. The scope of this project included the development of a new sign that would embody the character of the community while being sensitive to the budget. Through a series of public meetings and concept development a new sign emerged to reflect this established community and its unique history.

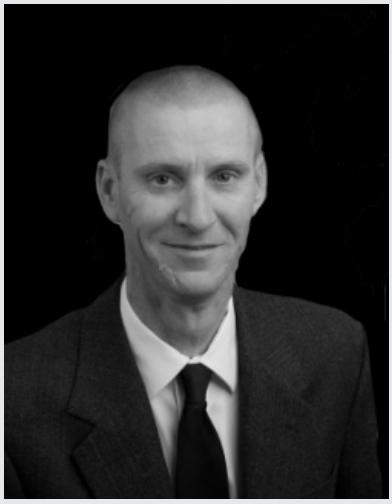
West Villages Improvement District
North Port, FL

Lead landscape architect for a 2.6-mile thoroughfare for newly developed Village Land Use Classification. “The Parkway” provides for regional connections in rural areas. It is proposed as a two-lane divided road, and designed to accommodate four lanes in the future. Major components include interconnecting of all neighborhood and village networks, incorporation of multi-modal facilities, and traffic calming measures. A high level of landscape treatment was required to reflect the identity of this state-of-the-art, emerging Florida development district.

US 41 Landscape Enhancement and Gateway Features
North Port, FL

Project manager and lead landscape architect for construction phase and bidding services for the installation of gateway features, landscaping, sidewalk/hardscape, irrigation, and lighting for the project. This project promotes water conservation by utilizing drip irrigation for all planted beds, soil moisture sensors and an ET controller that will monitor and adjust the amount of reuse needed on the project. The plants selected for the project were all Florida Friendly or native drought tolerant material. The landscape up-lighting also uses advanced technology that saves energy compared to traditional lighting fixtures. The gateway features identify the City of North Port and the gateway to the West Villages Improvement District.

JOHNSON ENGINEERING



Registrations

Florida Professional Surveyor & Mapper, License No. LS4912

MATT HOWARD, P.S.M. | SURVEY & MAPPING

RELEVANT PROJECT EXPERIENCE

Bob Paul, Inc / Bryan Paul: Doe Hill Ranch
Performed partial boundary survey of +/- 11,000 acres to prepare descriptions of parcels to be divided. Field survey of division boundary lines. Topographical data collection and cross-sections of Tippen Bay through the Paul Ranch. Prepare site plan for building permits for two sites.

United States Sugar Corporation:
South Florida Water Management District
Provided surveying services for +/- 85,000 acres of land proposed for sale. Surveying efforts included title work, boundary surveys, prepare descriptions and survey of +/- 60 miles of railroad.

Seminole Tribe of Florida
Provided surveying services including boundary surveys, construction staking and record surveys of Waste Water Treatment Plants and Water Treatment Plants. These projects were at the Big Cypress Indian Reservation, Immokalee.

Indian Reservation and Brighton Indian Reservation
Project sizes ranged from 15 acres to over 600 acres. Babcock Ranch / Kitson Partners - Surveyor in charge for the 91,000 acre boundary survey of Babcock Ranch. This boundary has a 56 mile perimeter and was the first completed survey of the entire ranch.

Kitson Partners
Performed 3-wire level loops throughout a 17,000 acre proposed development site for project vertical control. This task consisted of setting bench marks to be used during development stages by all consultants working on the project.

Hilliard Brothers of Florida, Ltd
Performed boundary survey of approximately 7,800 acres. Survey efforts included location of section corners, right-of-way monumentation and apparent physical uses.

County Road 78, Hendry County
Design survey for 1.9 miles of roadway. Surveying services included right-of-way and alignment re-location, roadway cross-sections, adjacent subdivision and property line location, stream cross-sections and profiles and base mapping for construction plans.

Helms Road Extension, Hendry County
Providing surveying services for right-of-way alignment, boundary surveys, design/topographical surveys and control monumentation for approximately 2 ½ miles of roadway design and construction plans.

Spanish Creek Preserve, Lee County
Matt was the surveyor in charge for the topographic survey of the preserve and creek flow way south to the Caloosahatchee River. This survey provided cross-sections of the flow way, profile lines across the preserve (from the Eastern boundary to the Western boundary) and location of water control structures (both horizontal and vertical).

Tom Coker Road, Glades County
Perform design survey showing topographic features and prepare right-of-way documentation. Surveying services included roadway cross-sections, collection of drainage structures, and location of property boundary corners and establish right-of-way lines.

JOHNSON ENGINEERING

KARL F. HEES, P.E., S.I., F. ASCE | STRUCTURAL ENGINEER

Education

University of South Florida, Bachelor of Science Civil Engineering

Registrations

PROFESSIONAL LICENSES

Florida, Georgia, North Carolina, Colorado, Michigan, Montana,New York, Pennsylvania, South Carolina, Texas, Virginia.

Florida Special Inspector 7008381

AFFILIATIONS

American Concrete Institute

American Institute of Steel Construction

American Society of Civil Engineers (Fellow)

National Concrete Masonry Association

Florida Structural Engineers Association

Florida Veteran Owned Small Business

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- The Sally and Sam Shapiro Babies and Children's Medical Center, Sarasota, FL
- Celery Fields Public Restroom, Sarasota, FL
- Audubon Visitor Center at the Celery Fields, Sarasota, FL
- Church of Palms – Palms Center, Sarasota, FL
- Mid County Tax Collector Building, Sarasota, FL
- Sun-N-Fun Lifestyle Wellness Center, Sarasota, FL
- Blackstone Park Concession Stand, Palmetto, FL
- St. Stephen's Athletic Maintenance Building, Bradenton, FL
- Atlanta Braves Spring Training Facility Cubhouse, North Port, FL
- IMG Performance Center, Bradenton, FL
- IMG Student Union Building, Bradenton, FL

11

PROPOSED MANAGEMENT PLAN

CHARLOTTE COUNTY GOVERNMENT

SWEET | SPARKMAN ARCHITECTS

Todd Sweet, AIA, LEED AP
Architect of Record and
Principal in Charge

John Bryant, AIA, LEED AP
Project Manager

Shane LaMay, AIA, NCARB
Project Architect

Kim Lam, Assoc. AIA, LEED AP
Project Production

GENESIS ENGINEERING GROUP

genesis

MIKE HANEY, P.E.,
LEED AP, CXA,
WADE ALDREDGE, CPD,
SAMUAL SANTIAGO, P.E.
M/E/P/FP ENGINEERING

JOHNSON ENGINEERING

JOHNSON ENGINEERING

CHRIS BEERS, P.E.
CIVIL ENGINEERING
JEFF NAGLE, RLA
LANDSCAPE ARCHITECT
MATT HOWARD, P.S.M.
SURVEY AND MAPPING

HEES & ASSOCIATES

KARL F. HEES,
P.E., S.I., F. ASCE.
STRUCTURAL
ENGINEERING

CHARLOTTE COUNTY FAMILY SERVICES CENTER DESIGN TEAM		Programming	Master Planning Phase	Design Phase	Construction Phase
	Todd Sweet, AIA, LEED AP: Architect of Record Sweet Sparkman Architects	√	√	√	√
	John Bryant, AIA, LEED AP: Project Manager Sweet Sparkman Architects	√	√	√	√
	Shane LaMay, AIA, NCARB: Project Architect Sweet Sparkman Architects	√	√	√	√
	Kim Lam, Assoc. AIA, LEED AP: Project Designer / Production Sweet Sparkman Architects	√	√	√	
	Christopher Beers, P.E., P.S.M.: Civil Engineer Johnson Engineering		√	√	√
	Matt Howard, P.S.M., Survey and Mapping Johnson Engineering		√	√	√
	Jeff Nagle, RLA: Landscape Architect Johnson Engineering		√	√	√
	Karl F. Hees, P.E., S.I., F. ASCE.: Structural Engineer Hees & Associates			√	√
	Mike Haney, P.E., LEED AP, CxA: Mechanical Engineer Genesis Engineering Group			√	√
	Wade Aldredge, CPD: Fire & Plumbing Engineer Genesis Engineering Group			√	√
	Samual Santiago, P.E.: Electrical Engineer Genesis Engineering Group			√	√

TODD M. SWEET, AIA, LEED AP | SWEET SPARKMAN ARCHITECTS

Role: Principal in Charge / Architect of Record

Todd will work closely with Charlotte County to assure the timely delivery of the Family Services Center Design. Remaining active in the projects from commencement through construction close-out, Todd has a history of successful history of design and project coordination in Charlotte County. Todd will serve as the Architect of Record. He will be responsible for contract management, design, and project management.

JOHN BRYANT, AIA, LEED AP | SWEET SPARKMAN ARCHITECTS

Role: Project Manager

John will manage the day-to-day activities of the design effort. He will integrate the work of the design team and consultants, directing the documentation and coordination during all phases. Currently, John manages projects for the School Board of Sarasota County. John is currently working with Charlotte County on the Public Facilities Strategic Master Space Plan.

SHANE LAMAY, AIA, NCARB | SWEET SPARKMAN ARCHITECTS

Role: Project Architect

Shane will assist John in the design and project management of the Family Services Center. Shane will assist in coordinating the consultants and design drawings. Shanes experience includes North Port Fire Station #85, Sarasota County Water Utilities Upgrades, and the Bee Ridge Hazardous Waste Facility Upgrades.

KIM LAM, ASSOCIATE AIA, LEED® AP | SWEET SPARKMAN ARCHITECTS

Role: Project Designer

Kim will serve as one of the production team members for the Family Services Center Design. She will help gather the Schematic Design information and lead the effort in the selection of materials and finishes. She will then take that information and process it into a permit set of Construction Documents. Kim performed these tasks when completing (4) Fire Stations/Public Safety Facilities for Sarasota County. Kim has assisted John with the Charlotte County Master Strategic Planning project.

CHRISTOPHER D. BEERS, P.E., P.S.M. | JOHNSON ENGINEERING

Role: Civil Engineer

Chris joined Johnson Engineering in June 2006 and is the branch manager of the Charlotte County office. His relevant experience includes years of managing civil engineering projects of all scopes and scales, including storm water, utilities, transportation, aviation, and land development. He is a Charlotte County resident living in Deep Creek. Chris is a registered civil engineer in 4 states including Florida. Chris has worked on every project Sweet Sparkman Architects has had in Charlotte County. Chris is a resident of Charlotte County.

JEFFREY NAGLE, RLA | JOHNSON ENGINEERING

Role: Landscape Architect

Jeff joined Johnson Engineering in 2012 as a principal landscape architect. He brings a versatile skill set and a reputation built on providing the highest quality of service to both public and private sector clients with on-time and on-budget deliverables. Having worked in both the public and private sector, Jeff brings a broad range of experience to apply in practice, using an innovative management approach to guide projects from the planning and design phase, through permitting, development and construction. Jeff's specialties include master planning, parks and recreation, Low Impact Development, and lighting design. Jeff identifies cost-saving and state-of-the-art design solutions to serve his client's needs to bring lasting value to every project.

MATT HOWARD, P.S.M. | JOHNSON ENGINEERING

Role: Survey and Mapping

Matt Howard has been with Johnson Engineering since 2000 and has more than three decades of experience in the field of surveying and 23 years as a licensed Professional Surveyor and Mapper. He has performed surveys for the public and private sector of Southwest Florida for many years. Matt has performed surveys for large land owners such as Babcock, Kitson Partners, United States Sugar Corporation, Hilliard Brothers of Florida, ALICO, McDaniel Ranch, Bob Paul, Inc. and Bonita Bay Group. Surveys included boundary surveys, topographic surveys, route/right-of-way surveys, construction layout and control surveys. Matt is a resident of Charlotte County.

KARL F. HEES, P.E., S.I., F. ASCE| PRINCIPAL

Role: Structural Engineer

Karl will be responsible for the structural design. Karl has worked with Sweet Sparkman Architects and the School Board of Sarasota County on Laurel Nokomis School, Booker Middle School and Sarasota Middle School. All these projects have been HVAC Replacements. Hees & Associates has been awarded the continued Structural Engineering Services, Structural Engineering Plan Review & Threshold Building Inspection Services for the School Board of Sarasota County.

MIKE HANEY, P.E., LEED AP, CXA, | GENESIS ENGINEERING GROUP

Role: Mechanical Engineer

Mike brings 25 years of experience in all phases of engineering analysis and design for mechanical, electrical, plumbing and fire protection systems for a wide variety of building types. He has worked on a broad range of projects types including fire/rescue, parks & recreation, commercial, municipal, transportation, industrial, primary and higher education. Mike has significant construction experience and is equally comfortable working with construction managers (CM), design builders, owner direct hire and low bid contractors. Mike is a resident of Charlotte County.

WADE ALDREDGE, CPD | GENESIS ENGINEERING GROUP

Role: Fire Protection and Plumbing Engineer

Wade brings over 25 years of experience in the construction and design of plumbing and fire protection systems for a wide variety of project types. His experience also includes several years of direct project management responsibilities in the consulting industry. Wade has successfully completed designs for project types in both the private and government sectors including fire/rescue, correctional and judicial facilities. His extensive knowledge of the various types of project delivery methods allows for flexibility with design modifications throughout the design phase and the agility to adapt to the ever changing needs of the construction market. Wade also brings significant design experience with fire protection systems and is currently seeking NICET certification in fire sprinkler design.

SAMUEL SANTIAGO, P.E. | GENESIS ENGINEERING GROUP

Role: Electrical Engineer

Sam brings over 21 years of electrical engineering experience for a variety of project types including multi-family, mixed-use, hospitality, municipal, fire/rescue, industrial, education, healthcare and retail. Sam has extensive experience with electrical engineering requirements for all phases of design and construction including scope development, project management, lighting and power design, utility service coordination, fault current analysis, arc flash studies and coordination with other project disciplines including mechanical designers, plumbing designers, architects and project interior designers. Sam has significant experience with the various types of project delivery including construction manager at risk.

III

PREVIOUS EXPERIENCE OF TEAM PROPOSED FOR THIS PROJECT

A. Relevant Work History with Government Facilities and CM method

Sweet Sparkman Architects
Charlotte County Projects

- *Charlotte County Eastport O&M Complex Master Plan*
- *Charlotte County Public Facility Strategic Master Plan*
- *Charlotte County Fire Station #10*
- *Charlotte County Tringali Park*
- *Charlotte County Capital Assessment*
- *Charlotte County Murdock Administration Phase I*
- *Charlotte County South County Annex*
- *Charlotte County Port Charlotte Beach Fishing Pier Design & Lighting*
- *Charlotte County Administration Complex*
- *Charlotte County Judicial Center*
- *Englewood Library Expansion*

"During our time together, there have been minimal design issues raised after construction has commenced, as Todd and Jerry are proficient in the coordination of contract documents and specifications. When Issues have arisen on the job site, Sweet Sparkman' staff is timely and professional in their response."

Peter Hayes, Tandem Construction Construction Manager

Sweet Sparkman Architects (SSA) has been providing architectural services to government clients since the firm's inception in 2004. SSA's client list includes the following municipalities:

- Charlotte County
- Sarasota County
- Highlands County
- Desoto County
- Town of Longboat Key
- Immokalee Fire Control District
- City of Cape Coral
- City of St. Petersburg
- City of Sarasota
- School Board of Sarasota County
- Pinellas County School Board
- School District of Manatee County
- City of North Port
- City of Largo
- Captiva Island Fire Department
- East Manatee Fire Control District
- Manatee County

We are committed to a strong client partnership in the design process, which includes close coordination with the Construction Manager (CM). We utilitize a thorough and interactive programming and design process, involving all relevant stakeholders, to build consensus for the final design solution.

The CM will be a very important member of the overall team for this project. We will establish at the start of the project a sound working relationship, built on a clear understanding of Owner expectations, the CM's role and the design team's role. All relevant programming, design and construction documents will be reviewed with the CM for their input and advice. Effective coordination and communication will prove to be a win-win for all parties. We offer the following as recent experiences working with Construction Managers:

- During the Laurel Nokomis School and Toledo Blade School renovation projects, the partnership between Sweet Sparkman and the Construction Manager allowed the schools to remain in continuous operation while 80% of the buildings were gutted and fully renovated during a 2 ½ year design and construction period.

- Sweet Sparkman Architects worked with a Construction Manager on the design and construction of four new Fire Stations in Sarasota County. This partnership provided Sarasota County with a team that worked extremely well together and resolved issues before they could impact the project budget or schedule. The four Fire Stations were completed in 2017.

- Sweet Sparkman Architects served as the Architect of Record for a new Fruitville Elementary school classroom wing using the construction management method of delivery. This partnership allowed for early value-engineering and contractor involvement that saved the School Board significant money. The firm is currently working with the same CM to produce the new cafetorium building for Brentwood Elementary.

B. Design utilizing BIM including the MEP disciplines.

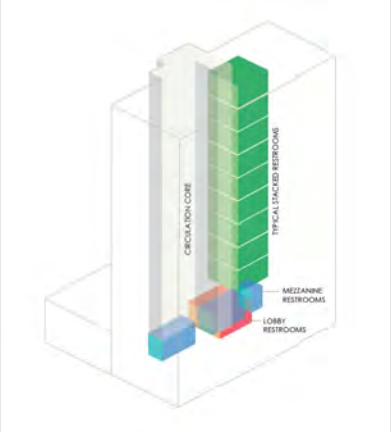
Sweet Sparkman Architects uses BIM, more specifically REVIT 2019, on all new projects. Our firm has been using BIM for construction document production since 2012, and we are among the leaders in our region at producing high-quality Building Information Models for project design and construction documentation. Our expertise with BIM facilities integration and coordination withour MEP and Structural consultants, who will also be using BIM for the Family Services Center project. Using BIM helps to reduce design and construction issues and enhance the value of construction documention for the Owner.

This process is used through all phases of design. Our firm combines the use of our BIM platform with other powerful tools, such as SketchUp, Lumion and physical models in the early schematic phase to help visually communicate design ideas to the Owner and stakeholders. All design development drawings and construction documents are completed in one REVIT file which allow our team to have a more cohesive and integrated project. Our team will use REVIT and BIM for all document preparation.

The Building Information Modeling plan outlines team member responsibilities for storing and transferring digital information, allowing the process to be efficient and timely. The plan outlines the clash detection process (determining what building objects occupy the same space at the same time), focusing on clash detection resolution.

Utilizing secure networks and software to accelerate the transfer of information, team members each design different areas of the project, each manipulating all building systems in the shared model, in real-time. This facilitates more efficient workflow, regular coordination among team members, and more flexible task assignments.

Sweet Sparkman Architects will manage the process, initiating the management of the Building Information Modeling plan through the design and construction document phases. The team is currently using this with our consulting engineers on the Charlotte County Judicial Center and Fire Station #10.



Building Information Modeling (BIM)

We propose a shared REVIT model among the architectural, structural, mechanical, electrical, plumbing and fire protection disciplines for the development of the Family Services Center. The Sarasota County Terrace building above benefitted from this shared model.

C. Permitting Experience

Sweet Sparkman Architects permitting experience with Charlotte County comes as recently as this year. Sweet Sparkman has been contracted to design and permit the Records Storage Building for the Charlotte County Judicial Center project through Charlotte County. The firm has also completed the Charlotte County Englewood Library. The Project was an addition of approximately 6,500 SF. The project provided the Englewood Area a larger Youth Services area, a new Teen Center, additional meeting rooms and a room dedicated to the Charlotte County Historical Archives.

Our Civil Engineer, Johnson Engineering, has a primary focus on Charlotte County projects, and they are well versed on the procedure and protocol for submitting and working with the Charlotte County permitting office. Johnson Engineering was the Civil Engineer of Record for the Englewood Library. Additionally, we've recently gone through site application permitting with Johnson Engineering on the Tringali Restroom Building. Johnson Engineering provides most of the Civil Engineering for Sweet Sparkman Architects' Charlotte County work including Charlotte County Fire Station #10 and for many of the projects performed under the Charlotte County continuing service contract the firm holds.

D. Design with in a fixed project Budget

Sweet Sparkman Architects will be responsible for cost control during design phases. Our work with the CM will provide periodic cost reports that reflect multiple local subcontractor inputs, including a set of pricing budgets for alternate specified building systems. Sweet Sparkman Architects shall work with the CM to distribute cost reports to our Charlotte County project team and other team members.

When alternate options are considered we will evaluate the effect of those choices upon the overall project cost and schedule data. We consider this a primary responsibility during design to ensure that the project can be delivered with the Owner's established budget. Further, during the design process we will be in continuous communication with the CM to keep the cost estimate and schedule data current. We control cost during construction by providing solid documents that are clearly written and compiled so that the CM and sub- contractor understand project scope and responsibilities.

An example of a recent cost control evaluation that Sweet Sparkman Architects conducted occurred during a feasibility study for the City of Venice Fire Station and City Hall remodel project. The initial estimating in the pre-schematic phase alerted the Owner and Design Team to a needed revision to their previous budget. The team provided multiple project scope options that allowed the City of Venice, Fire Department and other contributing agencies to determine a final direction for this project. This allowed the project to move forward and meet the project budget.

Example of Permitting with Charlotte County:

Charlotte County Englewood Library

IV

LOCATION / FACILITIES OF WORKING OFFICES THAT WILL PROVIDE STAFF FOR THIS PROJECT

Location

A. Length of time “Local Office” established
15 years

B. Location of “Local Office”
2168 Main Street, Sarasota, FL 34237

C. Residencies of personnel which live in Local Preference Area
Todd Sweet, AIA, LEED AP

John Bryant , AIA, LEED AP

Shane LaMay, AIA, NCARB

Kim Lam, Assoc. AIA, LEED AP

D. Use of local sub-consultants

- Sweet Sparkman Architects (Sarasota)
- Johnson Engineering (Charlotte)
- Genesis Engineering Group (Charlotte)
- Hees and Associates (Sarasota)

Our People

Sweet Sparkman Architects' greatest asset is our people. Sweet Sparkman Architects seeks out the brightest and most energetic talent in support of our mission. Our investment in the bold, bright and curious, propels our collective creativity and inspires our big ideas.

V

PROJECT CONTROL

A. Schedule

Key Methodologies

- *Client Collaboration*
- *Action Items*
- *Integrated Design*
- *Concurrent Tasks*
- *Design Research*
- *Implementation*
- *Timelines*
- *Follow-through*

Oliver Clarke, P.E.
Project Planning & Construction;
City of Cape Coral

"Cape Coral has hired this firm repeatedly, for 3 fire stations, a new park, and master planning of another park in addition to the most recent Fire Administration Headquarters addition. Their work is consistently reliable, high quality, high value, and on time. I have worked with many architectural firms over the years, this is one of the best. I highly recommend them."

1. WHAT TECHNIQUES ARE PLANNED ASSURING SCHEDULE IS MET?

PROACTIVE SCHEDULING:

Our approach is to be proactive in scheduling. Achieving predictable project outcomes is a process that depends on current and accurate information, communication, and teamwork. We strive to produce an initial target schedule incorporating requirements from all parties including: owner, engineering consultants, and construction manager. This establishes the baseline schedule that serves as a measuring point for the entire project. By focusing on the initial scheduling plan we can minimize potential problems that could slow down the project.

Our team will develop a schedule for the project in coordination with the Charlotte County Project Manager. The schedule will consist of the various work components and will contain start and finish dates. The critical path will be monitored throughout the life of the project. Milestone events, such as progress meetings and deliverables will be identified on the schedule. From design to construction, Sweet Sparkman Architects values the importance placed on meeting project schedules and effectively managing project tasks and deliverables.

The Project Schedule will be defined and met using the following methods:

- Early clarification and definition of the Scope of Work
- Early establishment of communication channels
- Identification of Project team member responsibilities
- Regular team meetings established
- Identification of critical path benchmarks
- Documentation and distribution of minutes after each meeting
- Thorough follow-up on documented progress

The Project Team will review the schedules weekly during the owner's coordination meetings. The schedule will be used as a tool to discuss deliveries and installation sequences. Any problems or issues will be addressed accordingly and the schedule will be adjusted to reflect the changes, if necessary. The Project Team will update the current schedule and review it against the baseline schedule to identify potential conflicts or impacts due to the latest adjustments. The schedule will then be discussed with the Client and subcontractors in order to review possible solutions to minimizing impacts and methods of taking proactive steps necessary to insure that the project will be delivered on time and on budget.

Many factors can influence the project schedule. Clear, concise, and timely decision-making are the most important contributors to making a planning process successful. As the project schedule is established, we need to set realistic time-frames for the work of the team and have a clear understanding and commitment to the essential review and approvals process by Charlotte County.

This outline of activities places importance on a strong Project Manager and the continuity of the project team. John Bryant, the Project Manager, will be the main point of contact throughout the project delivery. Our team will remain involved during all phases to ensure project goals and objectives are carried forth. The depth of our team experience will allow us to pro-actively address issues in a prompt and methodical manner.

2. WHO WILL BE RESPONSIBLE ASSURING SCHEDULE IS MET?

John Bryant, the Project Manager, will be responsible for meeting critical path and schedule deadlines.

B. Cost

1. WHAT CONTROL TECHNIQUES ARE PLANNED?

This Team will control costs utilizing the following controls and techniques:

- SSA will work closely with the Owner and Construction Manager at the onset of the project to confirm the project budget, and to provide an Opinion of Probable Cost at each design deliverable phase.
- Use of Sweet Sparkman's ftp site for shared critical information
- Use of a BIM model for design and construction documentation will help ensure accurate and thorough documentation of project scope for estimating purposes.
- SSA will review the Construction Manager's cost estimates at project milestones and modify the design accordingly before proceeding into the next phase of work.
- Owner review and comment of cost analysis and reports shall be integral as the design progresses.
- SSA, in partnership with the Construction Manager will be responsible for cost control during the evaluation/preparation of plans and specifications. Accurate cost estimating will provide periodic cost reports that reflect multiple local subcontractor inputs, including a set of pricing budgets for any Owner recommended alternates.

Owner review and comment of departmental analysis and reports shall be integral as the design progresses, and we recommend budget/estimating at defined stages throughout the master planning effort.

2. DEMONSTRATE ABILITY TO MEET PROJECT COST CONTROL

Meeting budgets for the public/governmental sector is crucial to maintaining accountability and responsible stewardship of capital revenues. Our team has consistently delivered projects under initial budget due to accurate estimating and responsible design. We have held projects on budget using Owner contingency funds only as needed. Below are recent examples of Sweet Sparkman Architect's experience with the delivery of publicly funded capital improvement projects:

Project	Construction Budget	Bid/Construction
Sarasota Gun Range Expansion	$ 500,000.00	$ 424,814.50
Sarasota County Fire Station #1	$ 4,100,000.00	$ 3,113.976.00
Fruitville Park Restroom Pavilion	$ 600,000.00	$ 317,031.25
Caspersen Beach Pavilion	$ 2,100,000.00	$ 1,433,930.70
Englewood Charlotte Co. Library	$ 1,768,030.30	$ 1,645,658.30
Manasota Beach Improvements	$ 2,000.000.00	$ 1,560,853.06

Projects like the Family Services Center present interesting challenges and opportunities when controlling projected costs. Our team's experience with public projects brings to Charlotte County a proven record for estimating, cost control and lessons learned. A thorough understanding of existing conditions will identify potential costs, and will ensure that the project study fully accounts for unforeseen conditions and potential modifications to existing site and building infrastructure. Early design phase decisions help control cost impacts, while late decisions can drastically impact the costs. The importance of early design decisions must be balanced with long-term value and maintenance. The SSA team will guide the Owner through this process and keep the Project on budget utilizing experience and cost data from similar public projects.

Accountability: Venice Public Library

Meeting budgets for the public/ governmental sector is crucial to maintaining accountability and responsible stewardship of capital revenues. Our team has consistently delivered projects under initial budget due to recent market forces, coordination with the Construction Manager and responsible design

2. WHO WILL BE RESPONSIBLE FOR COST CONTROL

John Bryant, the Project Manager, will be responsible for the project's cost control.

C. Recent, current and projected workloads

Sweet Sparkman Architects current workload includes projects with Sarasota County Government, the School Board of Sarasota County, Charlotte County Government and local higher education institutions that include Ringling College of Art and Design, Eckerd College and New College of Florida. Our team has remained successful in large part due to repeat clients. We believe this is a direct result of our success in providing projects that are completed on time and within budget.

Project Name	Sweet Sparkman Staff	% Complete
Charlotte County Judicial Center Expansion	Todd M. Sweet, AIA, LEED AP Karl Bernard, AIA, NCARB Kris Pelow, AIA, NCARB	75%
Florida Department of Environmental Protection: Lovers Key Visitor Center	Jerry Sparkman AIA, NCARB Kim Lam, Assoc. AIA, LEED AP	90%
School Board of Sarasota County: Brentwood Elementary	Jenna Kiser, AIA, NCARB Hannah Boehmer, Assoc. AIA	85%
RL Anderson & South Sarasota County Courts	Todd M. Sweet, AIA, LEED AP Kris Pelow, AIA, NCARB	25%
Asolo Reperatory Theatre Expansion	Jerry Sparkman AIA, NCARB Shane LaMay, AIA	25%
Highland County Health Department HVAC Replacement	Matt Fergeson, AIA, NCARB Chris Fadely, Assoc. AIA	75%
SRQ Airport Fire Station	Jenna Kiser, AIA, NCARB Hannah Boehmer, Assoc. AIA	50%
Charlotte County Fire Station #10	Karl Bernard, AIA, NCARB Kris Pelow, AIA, NCARB	30%
Charlotte County Tringali Park Restroom Building	John Bryant, AIA, LEED AP Kris Pelow, AIA, NCARB	70%
Sarasota County Fire Station #8	Karl Bernard, AIA, NCARB Kris Pelow, AIA, NCARB Cole Mears, Assoc. AIA	30%
Laurel Nokomis Elementary School Renovation	Jenna Kiser, AIA, NCARB Hannah Boehmer, Assoc. AIA	20%

VI

DESIGN APPROACH

A. Describe proposed design methodology, including phased approach

Sweet Sparkman Architects (SSA) understands the importance of an integrated process to achieve a successful project outcome – thorough investigation and documentation, client partnership, thoughtful site planning and a well designed, functional building, all provided in a timely manner. Our team can boast an extensive amount of experience in the design of Civic Buildings.

Conceptual Design/Programming:

At the beginning of a project, we will use a variety of techniques to build consensus around a project vision and concept. These include establishing priorities with leadership, surveys of constituent groups, and programming. In addition we will use explanatory diagrams and visits to similar facilities to clarify how the project vision might play out. The focus of this phase is to establish a project vision and concept that will guide decision making through the design process.

Schematic Design:

As the project moves into documentation and pricing, the team will use tools that explain the design in greater specificity. We will continue to use explanatory diagrams, but will also begin to show rendered images, models and begin discussing materials and building form. REVIT (a Building Information Modeling tool) will become our main tool for documentation as we begin to produce drawing sets for pricing and permit approvals.

Design Development and Construction Documents:

After schematic design approval, the level of specificity for materials, assemblies and systems increases. The team will work with the Construction Manager at this point to gauge the cost, construct-ability and effectiveness. We continue to use models, rendered images and BIM to communicate the design through this phase.

Civic buildings represent an investment on the part of the public, both spiritually and financially. As such, they must be handled with respect, innovation, and integrity. In particular, civic buildings pose a unique responsibility because they symbolize the community in which they reside. Their presence must uphold the ingenuity, strength, and stability of our government. It cannot merely be a place where the business of government is conducted. Rather, it must be emblematic of the rigor, fortitude, and fairness of the American people the government represents.

Critical project elements, such as improving the functionality of the existing buildings, are all part of an inclusive planning process and overall project approach. Civic architecture must equally address issues of design, quality interior environments for public and staff, while ensuring that the services provided in a safe and secure manner.

SSA has extensive experience working on both master planning projects, including the current Charlotte County Strategic Master Space plan, as well as construction projects that involve careful phasing and sequencing to maintain existing operations while a new facility is constructed. One recent example is at Fruitville Elementary School. The project required coordination of various departmental and classroom moves to allow for renovation of existing spaces and construction of a new facility. This type of phased project requires thorough programming and research at the start of the project to understand Owner and stakeholder requirements. It is also critical to involve the Construction Manager early in the process in order to receive input on the most efficient phasing of construction.

Phased Construction:
Fruitville Elementary School
Sweet Sparkman Architects and Hees & Associates worked to integrate a new classroom building into the existing campus of Fruitville Elementary School.

B. What problems do you anticipate and how do you propose to solve them?

On this type of human services-related project, we might anticipate challenges related to facility programming, as well as possible neighborhood concerns. Regarding facility programming, there are likely to be multiple user groups and stakeholders that will want to have their voices heard. In our experience, it is best to provide an appropriate forum to allow stakeholders and users to provide input, but also to ensure this is done consistently and with a deliberate process. We would expect to work closely with the County project management team to ensure we are clearly communicating the project objectives and expectations.

We would anticipate a similar approach to address possible neighborhood concerns. It is often important to allow concerned neighbors to have their voices heard and make them feel that they are part of the process. However, this needs to be done in a careful manner, and in close coordination with the County management team. Ultimately, both challenges can be addressed by careful and thoughtful communication - a skill at which our team excels.

Gathering Input: Venice Library
Sweet Sparkman Architects worked with Sarasota County to conduct, evaluate and report on the multiple community workshops held during the programming phase of the new Venice Library.

C. Describe probable energy applications

SSA's planning and design practice is focused on producing sustainable, environmentally responsible, and energy efficient buildings and facilities.

With respect to specific energy applications as they relate to the design of the Family Services Center, of particular interest is the mechanical and electrical design. The primary energy loads for the building will be for HVAC mechanical systems and lighting. Depending on the variability in occupancy, variable speed fans and compressors, demand based ventilation control, and occupant sensing may be the most cost-effective way to reduce energy consumption.

Mechanical systems that will provide the best indoor air quality for the occupants is a major factor in any community facility. Energy and cost saving features that can be included in the design of the Family Services Center include:

- Variable Refrigerant Flow Technology
- Solar Domestic Water Heating
- Low Water Consumption Fixtures
- High Efficiency Unitary HVAC equipment
- Energy Recovery Systems
- Demand Based Ventilation Control
- Bi-polar Ionization Technology

Electrical systems offer these energy saving possibilities:

- Compliance with the EPA's Green Lights Program to reduce overall lighting power consumption.
- Addition of programmable lighting control systems to automatically reduce system consumption during unoccupied times.
- Daylight Harvesting in as many locations as possible.
- Photo voltaic systems

The design team will model the building and evaluate the payback of the following design and technology options: well-insulated envelope, including R-30 roof, EPA Cool Roof, High solar gain low-E glass, SEER 16 minimum HVAC, CO2 sensors, Dehumidification equipment, energy recovery systems, Natural day-lighting and Daylight Harvesting system, High efficiency lighting including LED, cisterns for water collection and reuse green roofs to filter storm water contaminants, recycled flooring and interior finishes.

Leadership in Energy & Environmental Design (LEED)

Sweet Sparkman Architects is a member of the United States Green Building Council (USGBC) and is currently building four LEED Civic Buildings.

D. Describe innovative approaches in programming and design

Sweet Sparkman Architects implements a highly effective management approach, proven to meet contract compliance and ensuring the delivery of a quality project. Our team has the communication skills, technical ability and experience to produce projects that meet high standards.

Innovation in design, planning, sustainability and building performance is the result of firms and individuals who are willing to push the boundaries to achieve something beyond the norm. Many of our projects have solved planning challenges for our clients and provided them a safer and more efficient way of working. Our team offers experience with high performance equipment and sustainable strategies. Our Team excels at the following:

- Providing a clear framework of communication and responsibilities
- Providing highly qualified personnel, directed by a proven project manager
- Firm Principal involvement throughout the project
- Maintaining the project schedule, tracking milestones and identifying any performance issues
- Using the project schedule to track progress and contain costs

Our process of design involves using physical as well as three dimensional digital models (BIM) from the outset. This is a valuable tool not only in testing and understanding the design internally, but also in communicating the design fully in a way that traditional technology, including CADD, cannot. We use the same digital models that are developed during the process in design meetings with you so that we can effortlessly illustrate all aspects of the building design to all stakeholders at key stages of the design process.

In addition to providing this transparency in the process, the 3-D technology also allows us to be very nimble in making adjustments and revisions to the design as solutions are developed or changes requested. In short, a successful design process is one in which we partner with you at all stages of the process from the earliest goal-setting to the final design approvals. Through this integrated process everyone is invested in the design process and collectively we are far more likely to achieve results that meet the needs, expectations and vision of all involved.

Innovative Design

Sweet Sparkman Architects completed the Caspersen Beach Park Improvements under an accelerated time schedule. This barrier island project was also in a High Velocity Zone.

VII

EXAMPLES OF RECENTLY ACCOMPLISHED SIMILAR PROJECTS

Charlotte County Judicial Center Renovation and Expansion

PUNTA GORDA, FLORIDA

Project Details

50,000 SF renovation
3,200 SF addition
$11.8 million
Punta Gorda, Florida

Project Contact

David Milligan, FASLA, LEED AP ID+C, CPSI, Director, Facilities Construction & Maintenance
18500 Murdock Circle, Bldg. D
Port Charlotte, FL 33948-1068
941-743-1394
David.Milligan@charlottefl.com

The Charlotte County Judicial Center Renovation will take place on the existing Judicial Center site in Punta Gorda, FL. The 10 acre site falls within the City of Punta Gorda Community Redevelopment Area. The $11.8 million project is expected to consist of remodeling of the existing three and five story buildings, enhanced security features and additional parking facilities in addition to an off-site archive storage tenant fit out.

Built in the late 1990s, Charlotte County's existing judicial center was running out of available space to meet the needs of a growing court system. The goal of the master planning effort was to plan for immediate and future needs to serve the courts well into the future. Renovation of the existing building was a top priority to solve short-term space needs.

A series of housing plans were developed to maximize operations and the use of available space without impacting ongoing operations. A total of seven housing scenarios were developed and reviewed based on criteria established by the stakeholder committee. Each scenario was supported with a construction budget and phasing timeline to facilitate the decision making process.

Charlotte / Englewood Library Renovation and Building Expansion

ENGLEWOOD, FLORIDA

Project Details

6,500 GSF addition
12,000 GSF interior renovation
$1,928,331.00
Completion Date: 2013

Project Contact

Roger Warner, P.M.P.
18500 Murdock Circle,
Port Charlotte, FL 33948
941.623.1002
Roger.Warner@charlottecountyfl.gov

The Charlotte County Englewood Library Renovation and Addition reprogrammed the entire facility creating a new Youth Area, Teen Center and Archive Space. The existing building became the Adult area and the new addition became the Youth Area. This included a study room and a family restroom. The Archive Space was developed to process the archives which included a meeting room. The meeting room served a dual function of a public meeting room. The Administration area provided views and service to both the Youth and Adult area.

The challenge of the design was to add the 6,500 SF Youth Area, Teen Center and Archives space. The challenge of seamless addition was achieved by creating a central corridor that served as a stitch between the old and new parts of the building. The central corridor serves as a new administration core.

The design team provided estimating services throughout the design to ensure the project was in accordance with budgeted funds. As a result, competitive bidding came in below initial budgets allowing Charlotte County to use the surplus funding for additional site improvements to Tringali Park. The design team consistently value-engineered the project during design. Thorough investigation, due diligence and coordination with the engineers allowed for alternative structural and mechanical solutions to save money.

Highlands County Health Department

SEBRING, FLORIDA

Project Details

$630,134.00
Completion Date: 2018

Project Contact

Suzanne Hunnicutt
Capital Projects Manager
Highlands County Board of
County Commissioners
600 S. Commerce Ave
Sebring, FL 33870

The Highland County Health Department provides public health nursing, Health Education and environmental Health care to the public. This required the building to remain operation as updates to the Air Handling Units (AHU) and the Variable Frequency Drive (VFD). Sweet Sparkman Architects also provided an update to the buildings generator. The new generator provided enough energy to carry the full load of the building and equipment if needed during a hurricane aftermath.

The scope of work included the replacement of existing chiller and chilled water pumps, add VFDs to all AHUs, replace the AHU that serves the Board Meeting Room, add conditioning to the mechanical space where the Board Meeting Room equipment is located, add demand control ventilation, change out motors and controls in all VAVs, upgrade DDC system, and made improvements to the Chiller Yard to include a concrete slab design for new chiller replacement.

Professional Support Center

BRADENTON, FLORIDA

Project Details

$5,915,336.16
Completion Date: Ongoing

Project Contact

John Williams, RA
Manatee County School District,
1 Matzke Way, Bldg 7
Bradenton, FL. 34208
941.708.8800 Ext. 1182
Williams12j@manateeschools.net

The School District of Manatee County (SDMC) Professional Support Center is home to approximately 35 departments that serve Manatee County Schools, parents and students. In addition, the Professional Support Center offers conference & training rooms that can be reserved by any School District employee for a School Districts function. The building also has the capability to rent the AV equipped rooms.

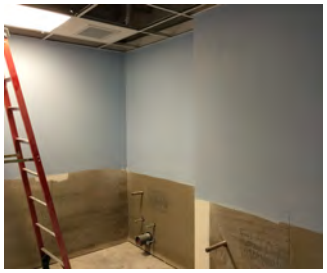
This project includes HVAC components such as replacing chillers, airside equipment and controls systems, as well as repairing the building envelope.

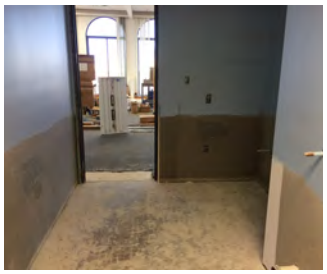
The project occurs on an occupied ancillary site and requires close coordination with District Staff, the Department of Construction Services and Maintenance & Operations.

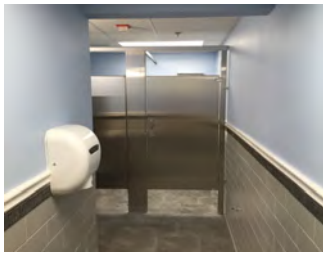
Due to the continuous operation of the building, the project is phased to accommodate staff.

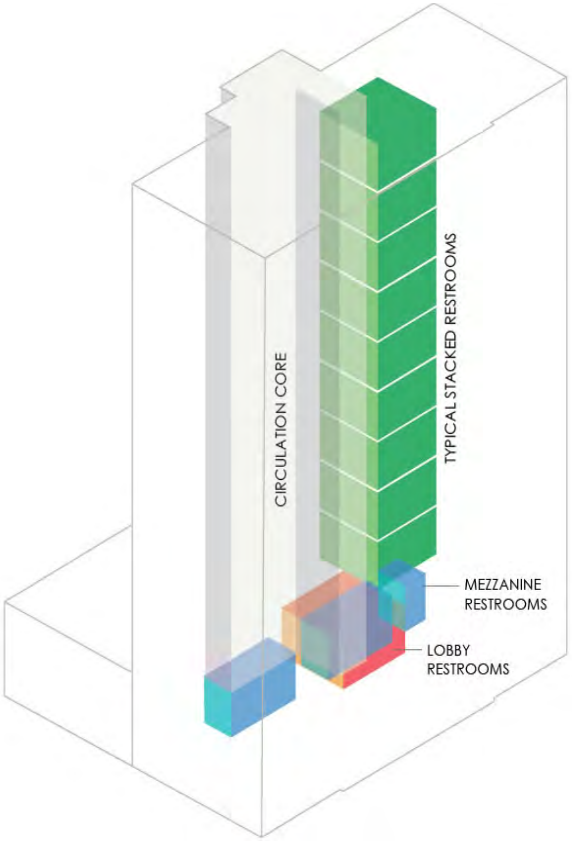
Sarasota County Terrace Building,

SARASOTA, FLORIDA









Project Details

10 story
$183,825.00
Completion Date: 2016

Project Contact

Lorin Johnston
Project Manager, Sarasota County
1001 Sarasota Center Blvd
Sarasota, FL 34240
941.650.9244

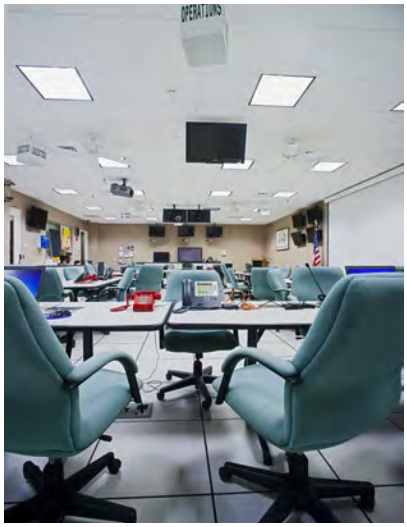
Sweet Sparkman Architects performed a plumbing assessment and plumbing renovation on the Sarasota County Terrace Building located in downtown Sarasota. The building, built in 1926, is a 10 story masonry building constructed of reinforced concrete, clay brick and structural terra cotta tile. Original exterior finishes include painted cement plaster with ornamental details of terra cotta, brick and cast plaster.

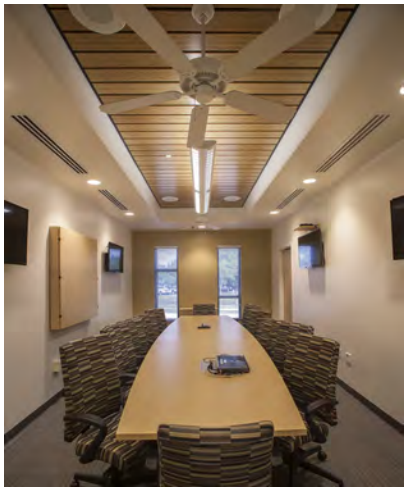
The building was originally the Sarasota Terrace Hotel and contained a private bath in each of the rooms. In 1972, Sarasota County purchased the Terrace Building and converted it into the county's administration center. Much of the building had the original cast iron water and vent piping and copper domestic water piping. Plumbing renovations included replacement of existing cast iron water and vent piping with PVC and the replacement of existing copper domestic water piping with CPVC. Existing group restroom layouts were configured at the mezzanine level to level 10 to provide for increased ADA accessibility. The scope of work also called for new finishes throughout. Existing plumbing fixtures at each of these levels were replaced.

The building was designated a historical structure by the Sarasota County Historical Commission in 1986. As a consequence, all work complied with the Historic Preservation Board requirements.

Cape Coral Emergency Operations Center Expansion

CAPE CORAL, FLORIDA





Project Details

4,000 SF
$848,334.92
Completion Date: 2015

Project Contact

Trina Chamness
Contract Administrator
City of Cape Coral
PO Box 150027
Cape Coral, FL 33915-0027
239.574.0839
tchamnes@capecoral.net

The City of Cape Coral has constructed a new 4,000 SF addition to the existing Emergency Operation Center in the town center of Cape Coral, Florida. The addition will serve as additional office space for emergency personnel.

Sweet Sparkman Architects provided the City with comprehensive design services including project management, architectural, civil, structural, mechanical and electrical for said addition to the existing Emergency Operation Center. The project uses included a combination of open and enclosed work spaces. The Scope of Service specified building design elements including a wind load of 175 mph+ and importance factor of 1.15, partial demolition to accommodate new addition, an elevated floor level to 16.00' to meet storm surge requirements, plus the design of a survivable enclosure for a/c condensers, and enhanced communications wiring.

The City of Cape Coral is a repeat client for Sweet Sparkman Architects. The firm has designed and provided construction administration for (6) public safety facilities that were built simultaneously. Also, Sweet Sparkman Architects was responsible for the design and construction administration of (2) public parks.

References

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Largo Fire Station #43

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Cape Coral, FL 33915-0027
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Cape Coral Fire Station #11 and #2

Kim Humphrey, LEED AP
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Capital Projects
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khumphre@scgov.net
Venice Library, Sarasota County Fire
Stations #12, #14, #16, #17

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Brentwood Elementary School
Fruitville Elementary School

Fred Starling
Fred M Starling Inc.
Over 20 projects
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Ridgelake Self Storage,
Sarasota Sheriff's Office
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Todd Yost
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Investments, St. Petersburg
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Director, Facilities Construction &
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David.Milligan@charlottefl.com

Mr. Mike Palmer, President
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mpalmer@dhrgroup.com
330.893.2926
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Hotel, Sarasota, FL

Nathan Carr, Vice President
Willis Smith Construction
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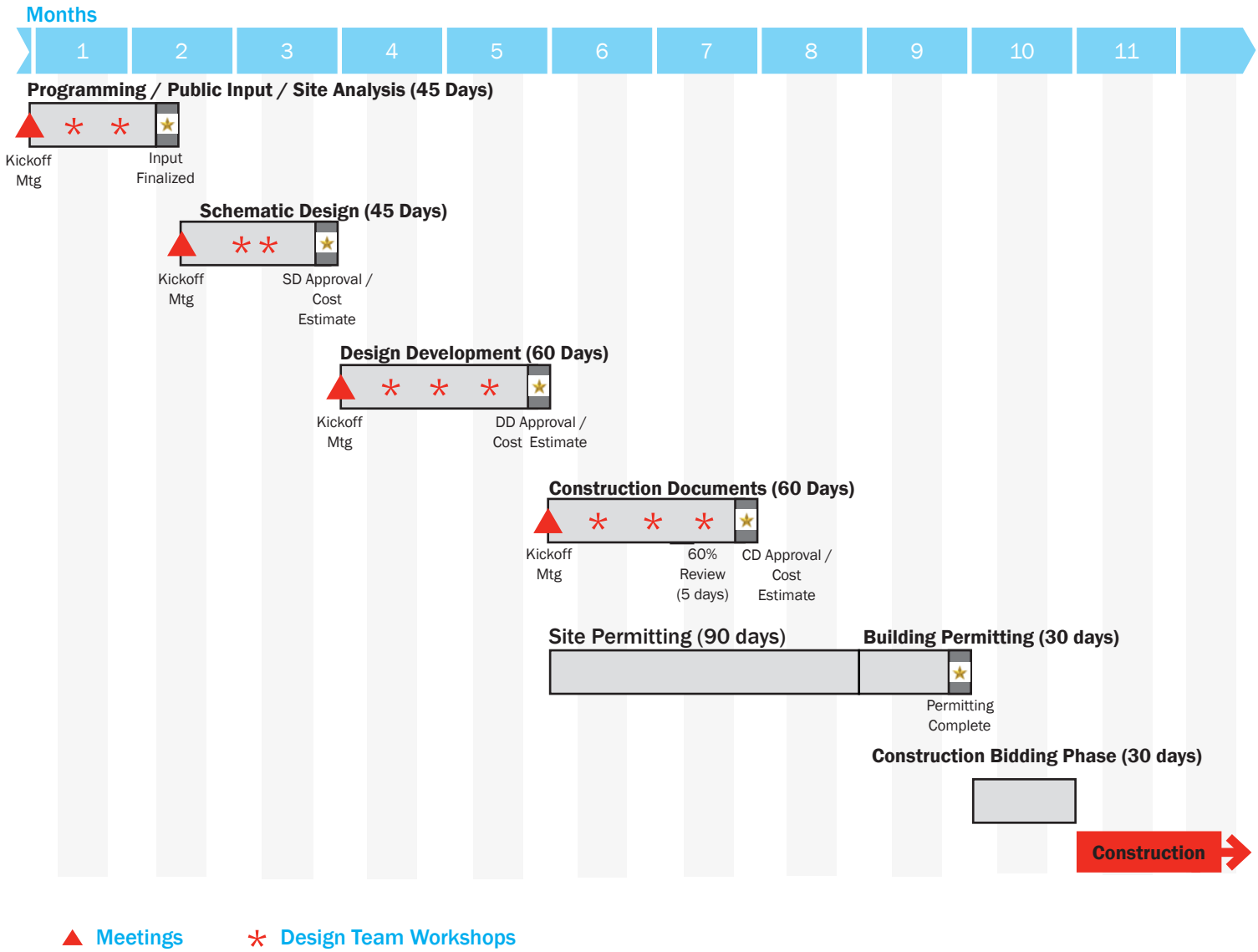
ncarr@willissmith.com
941.954.5509
Project: Dr. Mona Jain Middle School,
Bradenton, FL

VIII

DESCRIBE EXPERIENCE AND CAPABILITIES

Preliminary Project Schedule



A. Programming and Plainning

During this phase SSA will conduct interviews with stakeholders and Charlotte County Facilities personnel to determine the space needs for each department in 5, 10 and 20 year forecasts. A building program will be developed and followed up with bubble diagrams and stacking diagrams to study issues of adjacency and preliminary planning prior to the start of schematic design.

B. Site Analysis

During this phase SSA will perform analysis of the site based on zoning code research and site determinants of form. Setbacks, building height, stormwater requirements, landscape and environmental issues will all be studied for their potential impact on the development of the Family Service Center.

C. Schematic Design

As the project moves into design, the team will use tools that explain the design in greater specificity. We will continue to use explanatory diagrams but will also begin to show rendered images, models and discussing materials and building form. REVIT will become our main tool for documentation as we begin to produce drawings sets for pricing and permit approval.

D. Design Development

After Schematic Design approval, the level of specificity for materials, assemblies and systems increases. Often we work with contractors and builders at this point to gauge the cost, contractibility and effectiveness. We continue to use models rendered images and REVIT to communicate the design throughout this phase

E. Construction Documents

SSA and team consultants will prepare architectural and engineering construction documents including all drawings and specifications reasonably required by normal industry practice to support their construction. Construction Documents will be uploaded to an ftp site for team use and coordination.

F. Construction Observation

SSA and team consultants will provide construction administration services for the architectural and engineering aspects of the building to ensure that the project is built in accordance with plans and specifications

A. Multiple Organization Government Facilities

Largo Fire Station #43,
Largo, FL

Sarasota County Fire Station #12
Sarasota, FL

QC / QA Philosophy

Quality is achieved by adequate planning, coordination, training, supervision, and technical direction.

Quality is assured throughout the careful checking reviewing and surveying of work activities.

Quality is controlled by assigning a manager to evaluates all work and procedures

Quality is verified through independent reviews by a qualified staff member of the processes and procedures.

Sweet Sparkman Architects has been recognized by the American Public Works Association twice in the last year for the firm's ability to work with multiple government agencies.

SSA was awarded the 2018 American Public Works Association - Projects of the Year Award for structures $5-$25 million - Sarasota County Fire Stations #12, #14, #16, #17. This project was recognized for the inclusive project methodology between SSA, the contractor, the Fire Department and Sarasota County Facilities.

Largo Fire Station #43 was completed on October 24, 2017. This Fire Station brought together (4) municipalities: the City of Largo, Pinellas County, the Town of Belleair, and the City of Belleair Bluffs to share the cost and maintenance. The project was awarded the 2018 Florida West Coast Branch American Public Works Association - Project of the Year for structures under $5 million - Buildings and Grounds for Largo Fire Station #43.

Sweet Sparkman Architects is currently working with Charlotte County to produce the Master Strategic Plan which incorporated all the County's departments.

B. Energy Efficiency

Our Team's public building experience, based on dozens of prior projects, will result in a building that is highly functional to operate and will be mindful of operational costs – especially personnel costs. We know that by working with the end user throughout the project, we will deliver a finished product that can be staffed, operated, and maintained effectively and efficiently.

- We will specify readily-available systems and products that meet Charlotte County Facilities requirements – not items that are so special that they cannot be replaced at a reasonable cost.
- We will work with you from day one to assist in developing operational and maintenance policies and procedures that can be implemented for the benefit of all. This starts with a robust community and staff engagement process very early in the project and continues all the way to ribbon cutting at the grand opening. We understand the building belongs to the people – not the architect.
- At project Substantial Completion, design team members will participate in a Systems training session with Facilities and Maintenance staff and the Construction Manager to assure the systems operate correctly and staff is trained on their maintenance.
- Charlotte County Government has the opportunity to help the environment and the public; by utilizing LED lighting we can reduce the usage of fluorescent lighting and specify fixtures that have a longer life-span to reduce maintenance.
- The Design Team will utilize a combination of Florida-Friendly and Florida native plant material in selecting the appropriate plant palette for this project. We will match cultural plant characteristics with the appropriate site specific USDA Plant Hardiness Zone. This allows a selection of landscaping material that provides enhanced aesthetics with durable and drought tolerant plant species resulting in healthy and vigorous plant growth and minimizing landscape maintenance. We will design for low volume drip irrigation whenever possible. By utilizing low volume drip irrigation systems the number of mechanical or moving parts of the system typically associated with traditional sprays and rotor irrigation heads is reduced thereby reducing maintenance for irrigation head replacement do to wear and tear.

C. Cost Analysis and Control

During design development, we will provide a continuing analysis of documents to enhance the value of this project. Our value engineering techniques are applied in two formats. The first concentrates on the total cost of a component for a given time, and suggests an optimal balance between costs to construction, operate, maintain, and replace. The "Life Cycle Cost" process demonstrates how overall project costs can be most effectively reduced.

The second format examines individual components to determine their function and cost and determine methods that might be used to obtain the same results at lesser costs. Changes suggested by Value Engineering are far more effective when made during planning and design than during actual construction. We have been extremely successful in employing Value Engineering techniques on past projects. Listed below are typical results from the Sweet Sparkman Architects archives:

- Bokeelia Fire Station #3 – the suggestion was made to alter the structural frame of the building from the conventional construction of Masonry bearing wall / and pre-engineered wood trusses to a pre-engineered Steel frame building which resulted in cost savings of $75,000.00.
- City of Cape Coral – Through load shedding design, generator originally sized at 120kw was redesigned to 80ks while still allowing full operation of all electrical and mechanical fixtures and equipment during power outages, a total savings of $25,000.00.
- East Manatee Fire Station #5 – When faced with a very tight site with an equally tight budget a retention pond was dug deep enough to provide all required fill from the site without the need to import fill from off-site. Open swales were designed to eliminate underground piping with a resulting savings of $62,000.00.

D. Permitting for Charlotte County

Sweet Sparkman Architects' experience with permitting for Charlotte County includes the following projects:

- Bay Shore Live Oak Park
- Charlotte County / Englewood Library
- Charlotte County Fishing Pier Lighting Upgrade
- Charlotte County Judicial Center Remodel
- Charlotte County Tringali Restroom Building

E. Phased Master Plan

SSA understands that the Family Services Center project will incorporate a phased master plan approach to construction of the facility. This will require the existing facility to remain operational while the new facility is constructed. Furthermore, careful planning will be required to ensure that future phases of the Family Services Center site and facility have been carefully coordinated with the new building constructed as part of Phase 1.

An important part of our planning process is to provide alternatives to the County regarding future space needs. Our team will review the information obtained during our review process and develop a reasonable plan based on expected growth and budgets. We will then develop alternates to meet different scenarios, benchmarked against other counties, and past successful projects

As we gather data and begin to formulate a plan, our team will want to share that with County executive staff. Together the executive staff and our team will develop a presentation schedule to review the information we have gained, discuss the needs, wants and limits the County must implement so we can develop our results, recommendations, and alternatives.

One of the keys to bringing recommendations to you is to simplify this enormous amount of data into meaningful background and recommendation information that is easily understood and discussed. The details are available to share but the recommendations should be crisp and read well graphically. We can help consolidate this information into a simplified graphic format for sharing overviews of the study with other county leaders and citizens.

IX
VOLUME OF WORK

X
LITIGATION

XI
MINORITY BUSINESS, FORMS

Volume of Work

$500,000+

Litigation: Have you been named as a defendant or co-defendant in a lawsuit in the last five years.

Sweet Sparkman Architects has not been named a defendant or co-defendant in a law suit in the last five years.

Minority Business:

Sweet Sparkman Architects is not a minority business.

PART IV - SUBMITTAL FORMS
PROPOSAL SUBMITTAL SIGNATURE FORM

1. Project Team Name and Title		Years experience	City of office individual will work out of for this project	City individual's office is normally located	City of individual's residence
Todd Sweet	Principal in Charge	28	Sarasota	Sarasota	Sarasota
John Bryant	Project Manager	12	Sarasota	Sarasota	Sarasota
Shane LaMay	Project Architect	3	Sarasota	Sarasota	Sarasota
Kim Lam	Project Designer	13	Sarasota	Sarasota	Sarasota

2.	Magnitude of Company Operations	
	A) Total professional services fees received within last 12 months:	$ 5,132,001.21
	B) Number of similar projects started within last 12 months:	6
	C) Largest single project to date: Charlotte County Justice Center	$ 1.709.119.56

3.	Magnitude of Charlotte County Projects	
	A) Number of current or scheduled County Projects	4
	B) Payments received from the County over the past 24 months (based upon executed contracts with the County).	$ 1,611,995.94

4.	Sub-Consultant(s) (if applicable)	Location	% of Work to be Provided	Services to be Provided
	Johnson Engineering	Port Charlotte	10%	Civil Engineering and L.A.
	Genesis Engineering	Sarasota	5%	MEPF Engineering
	Hees & Associates	Sarasota	5%	Structural Engineering

5. Disclosure of interest or involvement: List below all private sector clients with whom you have an active pending contract and who have an interest within the areas affected by this project. Also, include any properties or interests held by your firm, or officers of your firm, within the areas affected by this project.

Firm	N/A	Address	N/A
Phone #	N/A	Contact Name	N/A
Start Date	N/A	Ending Date	N/A
Project Name/Description			

NAME OF FIRM Sweet Sparkman Architects

(This form must be completed and returned)

6. Minority Business:	**Yes** _____ **No** X
The County will consider the firm's status as an MBE or a certified MBE, and also the status of any sub-contractors or sub-consultants proposed to be utilized by the firm, within the evaluation process.	
Comments or Additional Information:	

The undersigned attests to his/her authority to submit this proposal and to bind the firm herein named to perform as per contract, if the firm is awarded the Contract by the County. The undersigned further certifies that he/she has read the Request for Proposal, Terms and Conditions, Insurance Requirements and any other documentation relating to this request and this proposal is submitted with full knowledge and understanding of the requirements and time constraints noted herein.

By signing this form, the proposer hereby declares that this proposal is made without collusion with any other person or entity submitting a proposal pursuant to this RFP.

As Addenda are considered binding as if contained in the original specifications, it is critical that the Consultant acknowledge receipt of same. The submittal may be considered void if receipt of an addendum is not acknowledged.

Addendum No. 1 Dated 02.06.19 Addendum No._____ Dated_____ Addendum No._____ Dated_____

Addendum No._____ Dated_____ Addendum No._____ Dated_____ Addendum No._____ Dated_____

Type of Organization (please check one):

INDIVIDUAL (_)
PARTNERSHIP (_)
CORPORATION (X)
JOINT VENTURE (_)

Sweet Sparkman Architects
Firm Name

941-952-0084 941-952-0201
Telephone Fax

Fictitious or d/b/a Name

584-08-1005
Federal Employer Identification Number (FEIN)

2168 Main Street
Home Office Address

Sarasota, FL 34237
City, State, Zip

17
Number of Years in Business

Address: Office Servicing Charlotte County, other than above

Name/Title of your Charlotte County Rep.

Telephone Fax

Name/Title of Individual Binding Firm (Please Print)

Signature of Individual Binding Firm

Date

Email Address

(This form must be completed & returned)

AFFIDAVIT

Proposer affirms that information provided as it relates to Location & Facilities of Working Office is true and meets the definition and criteria as defined below:

Local office means the company has a valid Business Tax License issued by Charlotte County, Sarasota County or DeSoto County for at least 6 months prior to the proposal submission to do business within Charlotte County, Sarasota County or DeSoto County that authorizes the business to provide the services, and a physical business address located within the limits of Charlotte County, Sarasota County or DeSoto County from which the company operates or performs business. Post Office Boxes are not verifiable and shall not be used for the purpose of establishing said physical address. In addition to the foregoing, a company shall not be considered having a "Local Office" unless it contributes to the economic development and well-being of Charlotte County, Sarasota County or DeSoto County in a verifiable and measurable way (as identified by the criteria below). Also, companies must demonstrate and document the in-County/in-office capability and availability of the personnel working in the local office and the type of services performed at this location that is pertinent to the type of project. Companies shall affirm in writing their compliance with the foregoing at the time of submitting their proposal to be eligible for consideration as having a "Local Office". A company who misrepresents the local preference status of its company in a proposal to the County will lose the privilege to claim local preference for a one year period.

Please identify below by placing a checkmark next to the appropriate criteria and related points. Also, provide any documentation that substantiates the information given in this affidavit. Charlotte County reserves the right to request supporting documentation as evidence to substantiate the information given in this affidavit. Failure to do so will result in the proposer's submission being deemed non-responsive.

Location & Facilities of Working Office:

Length of time "Local Office" established:

X Local Office has been established more than 3 years	15 Points
__ Local Office has been established between 1 to 3 years	10 Points
__ Local Office has been established between 6 months to 1 year	5 Points
__ Local Office has been established less than 6 months	0 Points

Location of "Local Office":

X Headquarters located within the boundaries of Charlotte, Sarasota, or DeSoto County	20 Points
__ Satellite office located within the boundaries of Charlotte, Sarasota, or DeSoto County	15 Points
__ No local office presence	0 Points

Residencies of personnel which live in Charlotte, Sarasota or DeSoto County and are employed with the Prime Firm's Office; the Prime Firm's Office is defined as the office performing the services for this project:

X 50 % or more live in Charlotte, Sarasota or DeSoto County *	5 Points
__ 25 % to 49 % live in Charlotte, Sarasota or DeSoto County *	3 Points
__ Up to 25 % live in Charlotte, Sarasota or DeSoto County *	2 Points
__ None of the personnel live in Charlotte, Sarasota or DeSoto County	0 Points

*Personnel Affidavit attached to be completed by each person living in Charlotte, Sarasota or DeSoto County.

NAME OF FIRM Sweet Sparkman Architects

(This form must be completed and returned)

Affidavit Cont'd:

Use of Local Sub-Consultants (Sub-Consultants meeting "Local Office" definition):

X Local Sub-Consultants on team with Prime	10 Points
__Local Prime is performing all services in-house	10 Points
__No local Sub-Consultants on team	0 Points

Sub-Consultant Name: Genesis Engineering Hees & Associates Johnson Engineering

Address: Sarasota, FL Sarasota, FL Pt. Charlotte

****

Company Name: Sweet Sparkman Architects

Signature: _____

Title: Principal

Year Business Established: 2002 Circle the appropriate County: Charlotte DeSoto (Sarasota)

State of Florida
County of Sarasota

Sworn to and subscribed before me, a Notary Public, for the above State and County on this 14th Day of February, 2019.

Michele Hepner Demperio 6.16.21
Notary Public Commission Expiration

(Affix Official Seal)

The signee of this Affidavit guarantees, as evidenced by the sworn affidavit required herein, the truth and accuracy of this affidavit to interrogatories hereinafter made.

MICHELE HEPNER DEMPERIO
Notary Public - State of Florida
Commission # GG 075128
My Comm. Expires Jun 16, 2021
Bonded through National Notary Assn.

(This form must be completed & returned)

PERSONNEL AFFIDAVIT

The undersigned affiant says as an employee of the proposer listed below that "I live within the boundaries of Charlotte County, Sarasota County or Desoto County".

Proposer / Company Name: Sweet Sparkman Architects

Request for Proposal Number: 2019000213

Title of Project: Charlotte County Family Services Center

Circle the appropriate County: Charlotte DeSoto (Sarasota)

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: Todd M. Sweet, AIA, LEED, AP

Signature: _____

Title: Principal

WITNESSES:

Signed By: _____ Signed By: _____

Print Name: Carol Bradley Print Name: Caitlin Jensen

Date: 02/13/2019 Date: 02/13/2019

PERSONNEL AFFIDAVIT

The undersigned affiant says as an employee of the proposer listed below that "I live within the boundaries of Charlotte County, Sarasota County or Desoto County".

Proposer / Company Name: Sweet Sparkman Architects

Request for Proposal Number: 2019000213

Title of Project: Charlotte County Family Services Center

Circle the appropriate County: Charlotte DeSoto (Sarasota)

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: John Bryant, AIA, LEED, AP

Signature:

Title: Principal / Project Manager

WITNESSES:

Signed By: Signed By:

Print Name: Carol Bradley Print Name: Caitlin Jensen

Date: 02/13/2019 Date: 02/13/2019

PERSONNEL AFFIDAVIT

The undersigned affiant says as an employee of the proposer listed below that "I live within the boundaries of Charlotte County, Sarasota County or Desoto County".

Proposer / Company Name: Sweet Sparkman Architects

Request for Proposal Number: 2019000213

Title of Project: Charlotte County Family Services Center

Circle the appropriate County: Charlotte DeSoto (Sarasota)

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: Shane LaMay, AIA, LEED AP

Signature:

Title: Project Designer

WITNESSES:

Signed By: Signed By:

Print Name: Carol Bradley Print Name: Caitlin Jensen

Date: 02/13/2019 Date: 02/13/2019

PERSONNEL AFFIDAVIT

The undersigned affiant says as an employee of the proposer listed below that "I live within the boundaries of Charlotte County, Sarasota County or Desoto County".

Proposer / Company Name: Sweet Sparkman Architects

Request for Proposal Number: 2019000213

Title of Project: Charlotte County Family Services Center

Circle the appropriate County: Charlotte DeSoto (Sarasota)

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: Kim Lam, Assoc. AIA, LEED AP

Signature: _____

Title: Project Designer

WITNESSES:

Signed By: _____ Signed By: _____

Print Name: Carol Bradley Print Name: Caitlin Jensen

Date: 02/13/2019 Date: 02/13/2019

DRUG FREE WORKPLACE FORM

The undersigned vendor in accordance with Florida Statute 287.087 hereby certifies that Sweet Sparkman Architects does:
(name of business)

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).

4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.

6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

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

Proposer's Signature

02/13/2019
Date

END OF PART IV

(This form must be completed & returned)

THANK YOU

SWEETSPARKMANARCHITECTS

CHARLOTTE COUNTY GOVERNMENT

Request for Qualifications

FAMILY SERVICES CENTER DESIGN

RFQ NO. 2019000213

SWEET SPARKMAN ARCHITECTS

Todd Sweet, AIA, LEED AP
2168 Main Street, Sarasota, FL 34237
T: 941.952.0084 | F: 941.952.0201
E: tsweet@sweetsparkman.com

FY2019 Capital Improvements Budget / FY 2019 - FY 2024 Project Detail — **Project No. c611501**

GENERAL PROJECT DATA:		Status	Existing
Project Title:	Family Services Center Campus		
Functional Area:	Family Services		
Department:	Human Services		
Location:	Mid County		

CONCURRENCY REQUIREMENTS	(Y/N)
Does project add new capacity?	Y
Is project required to maintain level of service:	
- Within 5 years? List project in CIE	N/A
- From 6 to 10 years? Monitor Annually	

PROJECT NEED CRITERIA	
Safety	
Mandate	
Replace	X
Growth	X

PROJECT SCHEDULE	FY19	FY20	FY21	FY22	FY23	FY24
	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4
Desgn/Arch						
Land/ROW						
Construct						
Equipment						

PROJECT DESCRIPTION:

Demolish current structures to enable site planning of multi-phased campus plan for optimum human services delivery through an integrated client service model. This project represents design and development of Phase I consisting primarily of site infrastructure, and facilities for youth services, community partners, and Charlotte County Neighborhood Services staff.

$7.095 million from the 2014 Sales Tax Referendum was allocated to this project.
Additional $3,552 million allocated 11/27/18, for a total of $10.647 million.

OPERATING BUDGET IMPACT:

$77,827 starting in FY21

PROJECT RATIONALE (Include Additional LOS Detail, if necessary):

The current building was formerly a church and does not efficiently or effectively accommodate the intended purpose of providing community services. An adjacent parcel was acquired which affords greater flexibility and a more comprehensive approach in the delivery of human services through a multi-phased, campus-style integrated client services model. Future development as envisioned will not only expand space for community partners but also offer additional shared support and flexible activity facilities, and opportunities for expanded services.

Charlotte County Government
CHARLOTTE COUNTY
Sales Tax Projects - Family Services Center Expansion and Remodeling
Easy St
Gibraltar Dr
Birchcrest Blvd
CHURCH
285/1
412/2
470/1
100/5
75
285/3
500
500
500

Charlotte County Board Of County Commissioners
Agenda Item Summary

Item Number: F - 6.

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1 DEPARTMENT MAKING REQUEST

Purchasing

2 MEETING DATE

3/26/2019

3 REQUESTED MOTION/ACTION

a) Approve ranking of firms for Request for Proposal #19-232, Construction Manager (CM) at Risk, Family Services Center: 1st – P.J. Hayes, Inc. dba Tandem Construction, 2nd – Florida Premier Contractors, LLC, and 3rd – Wharton-Smith, Inc.; and
b) Approve start of negotiations; and
c) Authorize the Chairman to sign the contract after completion of negotiations. This is for a qualified firm to provide professional Construction Manager (CM) at Risk Services as part of a construction team, which includes various design consultants and the County.

4 AGENDA

5 IS THIS ITEM BUDGETED (IF APPLICABLE) - True

Budget Action
No action needed. Budgeted in CIP project, "Family Services Center Campus" as approved in the FY19 budget process and later amended. Funding is supplied from the 2014 Sales Tax Extension.

Financial Impact Summary Statement
Funding is supplied from the 2014 Sales Tax Extension.

Detailed Analysis Attached - False

Budget Officer-

6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)

This is for a firm to provide professional services as part of a design and construction team, which includes design consultants, stakeholders, and the County with the building delivery method as Construction Manager (CM) at Risk. The property is owned by Charlotte County and located at 21450 Gibraltar Drive, Port Charlotte, Florida. This firm will be responsible for services including pre-construction advisory services, cost analysis and estimating, and construction management services.

Professional Services Committee members consisting of Travis Perdue, Facilities Construction & Maintenance; Carrie Hussey, Human Services; and Travis Mortimer, Administration evaluated the eleven proposals submitted and had discussions with those firms. A breakdown of the ranking is attached, along with a copy of the proposals submitted by the top three firms.

ATTACHMENTS:

File Name	Description	Upload Date	Type
192324.pdf	tabulation	3/6/2019	Backup Material
19-232_submittal_PJ_Hayes_dba_Tandem_Construction.pdf	submittal PJ Hayes, Inc. DBA Tandem Construction	3/6/2019	Backup Material
19-232_submittal_FPC.pdf	submittal Florida Premier	3/6/2019	Backup Material
19-232_submittal_WhartonSmith.pdf	submittal Wharton-Smith	3/6/2019	Backup Material
c611501_Amended_Family_Svc_Ctr_Campus.pdf	Family Services Ctr Complex CIP	3/6/2019	Backup Material

CHARLOTTE COUNTY BOARD OF COMMISSIONERS
RFP 2019000232
CONSTRUCTION MANAGER AT RISK, FAMILY SERVICES CENTER
TABULATION SHEET

	Cat I		Cat II		Cat III		Cat IV (total points)				Cat V		Cat VI		Cat VII		Cat VIII		Cat IX		Cat X		TOTAL
	Wt.	9	Wt.	9	Wt.	10	A	B	C	D	Wt.	10	Wt.	15	Wt.	15	Wt.	20	Wt.	1	Wt	1	100.0
	Score	Total	Score	Total	Score	Total	15	20	5	10	Score	Total	Score	Total	Score	Total	Score	Total	Score	Total	Score	Total	500.0
Burke Construction	3.2	28.8	3.0	27.0	2.3	23.0	10	15	5	10	2.8	28.0	2.3	34.5	2.3	34.5	2.8	56.0	5.0	5.0	1.0	1.0	277.8
Florida Premier	4.5	40.5	4.3	38.7	4.7	47.0	15	20	5	10	4.8	48.0	4.3	64.5	4.5	67.5	4.0	80.0	0.0	0.0	4.7	4.7	440.9
GATES Group, LLC	3.2	28.8	3.8	34.2	3.3	33.0	10	15	5	0	3.0	30.0	3.7	55.5	2.7	40.5	3.7	74.0	5.0	5.0	4.3	4.3	335.3
Gulfpoint Construction	3.0	27.0	3.0	27.0	1.3	13.0	0	0	0	0	2.8	28.0	2.7	40.5	3.0	45.0	3.0	60.0	5.0	5.0	4.7	4.7	250.2
Halfacre Construction	3.2	28.8	3.3	29.7	3.0	30.0	15	20	5	10	3.7	37.0	3.5	52.5	3.3	49.5	3.0	60.0	0.0	0.0	4.0	4.0	341.5
KAPCO Consulting	1.2	10.8	1.3	11.7	1.0	10.0	0	0	0	0	1.0	10.0	1.0	15.0	1.0	15.0	1.2	24.0	5.0	5.0	1.0	1.0	102.5
Jon F. Swift, Inc.	3.2	28.8	3.7	33.3	3.5	35.0	15	20	5	10	3.8	38.0	4.0	60.0	3.3	49.5	3.3	66.0	0.0	0.0	4.7	4.7	365.3
Owen-Ames-Kimball	3.7	33.3	3.8	34.2	4.0	40.0	0	0	2	0	3.7	37.0	3.3	49.5	3.3	49.5	3.0	60.0	0.0	0.0	3.3	3.3	308.8
P.J. Hayes, Inc. dba Tandem Construction	4.7	42.3	4.5	40.5	4.2	42.0	15	20	5	10	4.3	43.0	4.8	72.0	4.2	63.0	4.5	90.0	0.0	0.0	5.0	5.0	447.8
Wharton-Smith, Inc.	4.2	37.8	4.3	38.7	4.3	43.0	15	15	5	10	4.7	47.0	3.7	55.5	4.3	64.5	4.7	94.0	0.0	0.0	3.3	3.3	428.8
Willis A. Smith	4.0	36.0	4.0	36.0	3.5	35.0	15	20	3	0	4.2	42.0	4.3	64.5	3.3	49.5	4.3	86.0	0.0	0.0	3.3	3.3	390.3

**Denotes Minority Business (Consultant and/or Subconsultant)

Categories (Value):

I. Team Proposed (1 - 5)
II. Management Plan (1 - 5)
III. Previous Experience of Proposed Team (1 - 5)
IV. Location/Facilities of Working Office(s)
  A .Length of Time-Local Office (0 - 15)
  B. Location of Local Office (0 - 20)
  C. Personnel Living in Local Prreference Area (0 - 5)
  D. Use of Local SubContractors (0 - 10)
V. Project Control (1 - 5)
VI. Project Management Approach (1 - 5)
VII. Recently Accomplished Similar Projects (1 - 5)
VIII. Experience & Capabilities (1 - 5)
IX. Volume of Work (0 - 5)
X. Litigation Involvement (1 - 5)

Total Possible Points: 500

MEMBER SIGNATURE: Travis L Perdue
Travis Perdue, Facilities Construction & Maintenance

MEMBER SIGNATURE: C Hussey
Carrie Hussey, Human Services

MEMBER SIGNATURE: T Mortimer
Travis Mortimer, Administration

Date: March 6, 2019

FIRMS SUBMITTING PROPOSALS FOR RFP 2019000232
CONSTRUCTION MANAGER AT RISK
FAMILY SERVICES CENTER

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941.552.8629
ggalmin@bcgconstruction.net

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941.205.1401
Rhumpel@FPCbuilds.com

John Hayes, President & CEO
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2 North Tamiami Trail
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Jhayes@gatesinc.com

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239.768.1271
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239.561.1996
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Sarasota, Florida 34240
941.954.1599
941.954.5511
Brian.leaver@tandemconstruction.com

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David Sessions, President and CEO
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Professional Services Committee Members:

Carrie Hussey, Human Services
Travis Mortimer, Administration
Travis Perdue, Facilities Construction & Maintenance

FEBRUARY 20, 2019

COPY

CHARLOTTE COUNTY GOVERNMENT
RFP NO. 201900232

CONSTRUCTION MANAGER AT RISK
FAMILY SERVICES CENTER

Glasser Schoenbaum Human Services Center

TANDEM CONSTRUCTION

5391 Lakewood Ranch Blvd. North, Suite 200, Sarasota, Florida 34240
P: 941.954.1599 | F: 941.954.5511
WWW.TANDEMCONSTRUCTION.COM

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PROPOSAL REQUIREMENTS

A. Team Organization, Management and General Qualifications
B. Work Plan
C. Individual Qualifications
D. Experience and References

REQUIRED FORMS & AFFIDAVITS

- Proposal Submittal Signature Form
- Affidavit (Location)
- Personnel Affidavit
- Drug Free Workplace Form

February 7, 2019

Senior Division Manager - Purchasing
Charlotte County Administration Complex
18500 Murdock Circle, Suite 344
Port Charlotte, Florida 33948-1094

Dear Carrie Hussey, Travis Mortimer and Travis Perdue,

Tandem Construction is proud to submit our qualifications to become the Construction Manager for the Charlotte County Family Services Center.

In July of 2017, Together Charlotte, in collaboration with the county, made a presentation to the Board of Commissioners regarding the improvements desired at the Family Services Center in Charlotte County. The center itself acts as a hub for agencies supporting human services within the County including the Boys and Girls Club, Charlotte Behavioral Health, AARP, Children's Advocacy Center, and others. The County has since determined the best opportunity to improve upon their facility is to build a replacement building on the existing Campus and then demolish the existing facilities once complete.

As the Charlotte County Human Services Department and Facilities Construction and Maintenance Department prepare to manage this very important project, we hope that you will strongly consider Tandem Construction to be your preferred Construction Manager. We offer :

- A successful track record of delivering projects on Public and Private campuses housing multiple agencies and stakeholders
- Exceptional references pertaining to our work with another Human Services Campus
- Proven Success delivering projects on operational campuses adjacent to residential neighborhoods
- Leadership, processes and technology that will provide the highest level of cost and quality control
- LEED/Sustainable building consulting with or without certification

Please consider the following:

EXPERIENCE WITH MULTI-AGENCY CAMPUSES

Tandem Construction is celebrating our 39th year delivering projects along Florida's Gulf Coast. We are proud the reputation that we have built, being the Construction Manager that is best equipped to manage and deliver projects that present additional complexities with logistics, sensitive building environments, or large groups of projects stakeholders.

The best examples of our experiences with multi-agency campuses can be found in our Government, Public and Private School, and Human Services projects that are presented within this RFP response. Our largest multi-agency client, the Glasser Schoenbaum Human Services Center, now houses 20 active human services agencies on their campus who all require active operations to remain during any construction project. While we understand that our direct client is the County Facilities Construction and Maintenance team, we offer extensive experience supporting planning, design, preconstruction and construction activities alongside large stakeholder groups.

EXPERIENCE WITH PROJECTS OF SIMILAR SIZE AND COMPLEXITY

While every client is unique, our professionals will offer lessons learned from past projects of similar size and value, and utilize these experiences to deliver a better product in the future. In this case, Tandem brings a wealth of knowledge in delivering new building additions on operational campuses, adjacent to residential neighborhoods. We will support the county in creating a strategy that will take into account the many challenges and opportunities that exist on your project specific site. This includes:

- Engaging stakeholder and community workshops
- Long lead scope, planning and procurement
- Comprehensive logistical and operational management plans
- Enhanced project security and separation measures on an active campus
- Accessible reporting to public and stakeholders regarding construction activity on campus
- Systems and finishes that are consistent with county standards, durable and efficiently maintained
- Supporting end-user building system training and facility tours prior to and during occupancy

EXPERIENCE WITH OCCUPIED CAMPUS MANAGEMENT

Tandem has successfully completed over 200 projects on occupied, operational campuses. We have been selected by local governments and school boards to manage our most community sensitive projects involving complicated logistics management plans, communication protocols and daily site management changes. During Preconstruction and Construction, Tandem will take a very proactive approach to our coordination and collaboration with the Family Services Center, their operating calendar and any one-off events that may take place on the campus. In addition, Tandem's Project Superintendent and on-site lead, Chuck Manahan has received the highest praise from each Principal, Building Manager and Owner he has worked with for his professionalism when working on active campuses.

Since 2017, Tandem has carefully tracked this very important project for Charlotte County. In 2018 our team toured the Family Services Center. We understand the conditions of the office space, public gathering space and portable office space that currently exist on campus. We realize how significant construction impacts may be on the surrounding residential neighborhoods, and we are the best fit to support your project team in managing these sensitive conversations.

We are fully committed to Charlotte County and your efforts to improve the quality of life of your Residents by connecting them with supportive programs and services at the Family Services Center. We are dedicating a Principal Owner to actively support this project, a Project Manager familiar with your processes and procedures, and a Superintendent who specializes in delivering projects on operational campuses. We will be timely and accountable with all planning exercises and deliverables. We will pull from all of our relatable experiences to ensure the best possible project. If given the opportunity, Tandem Construction will deliver this project on-time, within budget and to the full satisfaction of Charlotte County Government.

Sincerely,

Brian Leaver, Principal and Project Executive
Tandem Construction

I.
TEAM PROPOSED FOR THIS PROJECT

TANDEM
CONSTRUCTION

A. BACKGROUND OF THE PERSONNEL

BRIAN LEAVER, PRINCIPAL / SR. VICE PRESIDENT - PROJECT EXECUTIVE / SR. PROJECT MANAGER

Brian Leaver is a Principal Owner of Tandem Construction with nearly 25 years of experience. Brian is a former All-American Kicker for the Bowling Green Falcons. He is also a Sarasota Native. Today Brian manages many of the region's most notable construction projects for Local Governments, School Boards, and Non Profit Clients like the All-Star Children's Foundation. His focus on innovation and quality control has solidified Tandem Construction as one of Southwest Florida's Industry-Leading Construction Management Service Providers.

MELISSA MCBRIDE - SENIOR ESTIMATOR

Melissa has over 25 years of experience building in Southwest Florida. In her free time she likes to volunteer with non-profit equestrian programs like the Sarasota Manatee Association for Riding Therapy. Over the past six years Melissa has helped to develop a more sophisticated, subcontractor-driven and technology-supported preconstruction process for Tandem. With the support of her and her team, Tandem has been able to achieve some of the most efficient building costs in the region for our public and private clients.

JODI CRABTREE - PROJECT MANAGER

Jodi is a Charlotte County Native and a graduate of the M.E. Rinker, Sr. School of Construction Management at the University of Florida. In her role as the Project Manager, Jodi Crabtree will work directly with Brian Leaver to manage plans and submittals, review estimates and schedules, prepare subcontracts, prepare permit applications, manage on-site safety and mitigate any impact on the current Family Services Center operations. She will manage all additional project activities as required, and work with Ruth Richardson during project closeout. Jodi is currently a Project Manager for the Ann & Chuck Dever Regional Park and North Charlotte Regional Park Recreation Centers Project in Charlotte County.

CHUCK MANAHAN - PROJECT SUPERINTENDENT

Chuck brings more than 45 years of experience constructing projects in Southwest Florida. He is an expert in managing projects on occupied, operational campuses and has unique experience working on multi-agency campuses at the Glasser Schoenbaum Human Services Center. Chuck's experiences constructing school campuses, recreational projects and commercial office space make him an ideal On-site Project Lead for the new Family Services Center Project.

AJ FRITSCH - QUALITY CONTROL MANAGER

AJ Fritsch joined Tandem in 2018 and has helped to craft a new layer of Quality Control for our organization. AJ has a background in forensic engineering, and has developed a Quality Control Program at Tandem based on the reports and investigations that he managed in his past profession.

AJ supports very specific pre-installation planning, quality management inspections, and other assessments throughout the life of each project at Tandem. He is also in charge of working alongside our safety consultants to deliver industry-leading safety programs.

RENEE GALTO - PROJECT ACCOUNTANT

Renee is a Senior Accountant at Tandem Construction. She works closely with our public and non-profit clients to support and facilitate any Direct Material Purchase processes throughout each project. She also oversees all project specific accounting, working with owners, subcontractors, suppliers and others to organize and manage project cash flow.

RUTH RICHARDSON - CONTRACT ADMINISTRATOR

Ruth Richardson has been with Tandem Construction for 10 years and is a Charlotte County Resident. Ruth has worked directly with Brian Leaver and his management team since joining Tandem in 2009. Ruth is the contract administrator working alongside Jodi and Brian at the Charlotte County Recreation Center Projects.

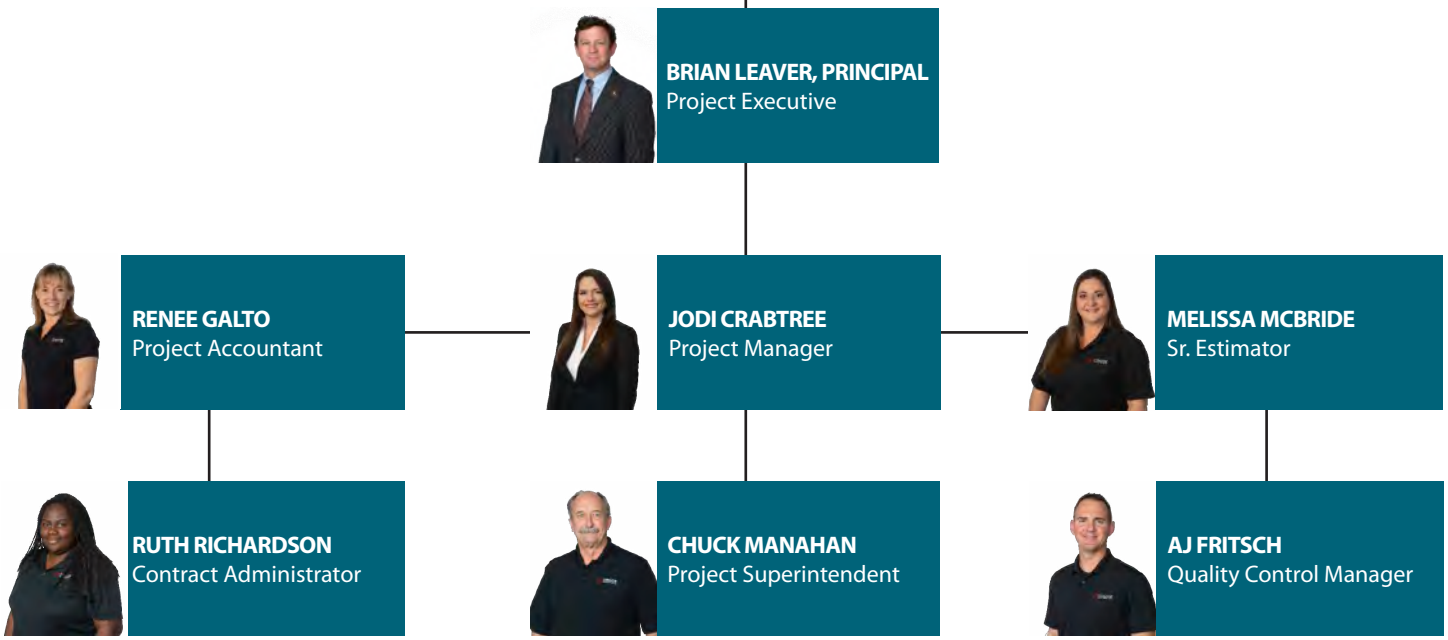
II.
PROPOSED MANAGEMENT PLAN

TANDEM
CONSTRUCTION

A. TEAM ORGANIZATION

1. PRE-CONSTRUCTION

2. CONSTRUCTION



BRIAN LEAVER, PRINCIPAL

Project Executive

YEARS OF EXPERIENCE:
19 Years with Tandem
5 Years with Others

EDUCATION:
Bachelor of Science
Building Construction and Architectural Design
Bowling Green State University

ACTIVE REGISTRATION:
License #CGC1509657
Gulf Coast Builder's Exchange
Sarasota County Sports Commission
Greater Sarasota CoC
Church of the Palms Building Committee

Brian Leaver is a Principal Owner of Tandem Construction with nearly 25 years of experience. Brian is a former All-American Kicker for the Bowling Green Falcons. He is also a Sarasota Native. Today Brian manages many of the region's most notable construction projects for Local Governments, School Boards, and Non Profit Clients like the All-Star Children's Foundation. His focus on innovation and quality control has solidified Tandem Construction as one of Southwest Florida's Industry-Leading Construction Management Service Providers.

Brian's responsibilities as Project Executive include allocating the appropriate personnel to each project, initial scope clarification, creation, review and approval of the project's master schedule and the creation and management of complex phasing plans. Brian will assist the design team with impactful pre-construction activities, such as preliminary material and system selections, and communication with local permitting authorities to ensure a timely start to each project.

North Charlotte Regional Park

Sarasota High School West Campus

IMG Academy Resident Life Complex

RELATED EXPERIENCE:	COST:	SIZE:
Charlotte County Gov. North Charlotte Regional Park, Port Charlotte, FL	$8,771,326	30,000 SF
Charlotte County Gov. Ann Dever Memorial Park, Port Charlotte, FL	$5,857,151	23,000 SF
Sarasota High School West Campus Renovations, Sarasota, FL	$26,525,428	144,875 SF
Sarasota County Gov. Emergency Operations Center, Sarasota, FL	$15,417,300	40,502 SF
All Star Children's Foundation Medical Treatment Facility, Sarasota, FL	$5,026,068	12,000 SF
IMG Academy Resident Life Complex, Bradenton, FL	$19,073,668	105,000 SF
Wilkinson Elementary School Replacement, Sarasota, FL	$15,547,073	119,000 SF
Centauri Insurance Office Building, Sarasota, FL	$5,590,307	30,000 SF
Sarasota County Gov. / Atlanta Braves Spring Training Facility, North Port, FL	$108,673,782	85,000 Acres
Sarasota County Gov. Mid County Tax Collector's Office, Sarasota, FL	$3,900,545	10,700 SF

MELISSA MCBRIDE
Sr. Estimator

YEARS OF EXPERIENCE:
7 Years with Tandem
20 Years with Others

EDUCATION:
Indiana State University of Pennsylvania

ACTIVE REGISTRATION:
LEED Accredited Professional
Certified Professional Estimator
Gulf Coast Builder's Exchange
Sarasota Manatee Assoc. for Riding Therapy

Melissa has over 25 years of experience building in Southwest Florida. In her free time she likes to volunteer with non-profit equestrian programs like the Sarasota Manatee Association for Riding Therapy. Over the past six years Melissa has helped to develop a more sophisticated, subcontractor-driven and technology-supported preconstruction process for Tandem. With the support of her and her team, Tandem has been able to achieve some of the most efficient building costs in the region for our public and private clients.

Melissa's responsibility as Sr. Estimator in the preconstruction phase is to quantify all work areas and assemble a detailed scope of work to be performed. Melissa then oversees the subcontractor solicitation bidding and cost review. Establishing the major subcontractor base, clarifying the specific systems and materials and including subcontractor competitive bidding ensures the initial budgets will lead to the best final GMP project budget that is accurate and comprehensive.

North Charlotte Regional Park

Sarasota High School West Campus

Glasser Schoenbaum Human Services Center

RELATED EXPERIENCE:	COST:	SIZE:
Charlotte County Gov. North Charlotte Regional Park, Port Charlotte, FL	$8,771,326	30,000 SF
Charlotte County Gov. Ann Dever Memorial Park, Port Charlotte, FL	$5,857,151	23,000 SF
Glasser Schoenbaum Human Services Center Campus Improvements, Sarasota, FL	$2,085,655	125,000 SF
All Star Children's Facility, Sarasota, FL	$5,026,068	12,000 SF
Sarasota High School West Campus Renovations, Sarasota, FL	$26,525,428	144,875 SF
IMG Academy Resident Life Complex, Bradenton, FL	$19,073,668	105,000 SF
NCF Heiser Classroom and Office Wing Addition, Sarasota, FL	$5,238,867	119,000 SF
Marie Selby Gardens Campus Improvements, Sarasota, FL	$2,180,271	105,000 SF
Sarasota County Gov. / Atlanta Braves Spring Training Facility, North Port, FL	$108,673,782	85,000 Acres
Sarasota County Gov. Mid County Tax Collector's Office, Sarasota, FL	$3,900,545	10,700 SF

JODI CRABTREE
PROJECT MANAGER

YEARS OF EXPERIENCE:
8 Years with Tandem

EDUCATION:
Bachelor of Science
Building Construction
University of Florida

ACTIVE REGISTRATION:
Gulf Coast Builder's Exchange

Jodi is a Charlotte County Native and a graduate of the M.E. Rinker, Sr. School of Construction Management at the University of Florida. In her role as the Project Manager, Jodi Crabtree will work directly with Brian Leaver to manage plans and submittals, review estimates and schedules, prepare subcontracts, prepare permit applications, manage on-site safety and mitigate any impact on the current Family Services Center operations. She is currently a Project Manager for the Ann & Chuck Dever Regional Park and North Charlotte Regional Park Recreation Centers Project.

Jodi's project responsibilities include leading the pre-construction team with budgeting, scheduling and project phasing. As the Project Manager, all subcontracts and material requisitions are initiated, processed and overseen to get the required material and labor to the jobsite on time. Submittal review, RFI processing and overall project budget, schedule and quality control is included in the daily responsibilities. Jodi continues as the leader of the construction team through all construction phases, project completion and all closeout and warranty opportunities.

Charlotte County Gov. Ann Dever Memorial Park

Sarasota High School West Campus

Sarasota County Gov. Emergency Operation Center

RELATED EXPERIENCE:	COST:	SIZE:
Charlotte County Gov. Ann Dever Memorial Park, Port Charlotte, FL	$5,857,151	23,000 SF
Sarasota High School West Campus Renovations, Sarasota, FL	$26,525,428	144,875 SF
Sarasota County Gov. Emergency Operations Center, Sarasota, FL	$15,417,300	40,502 SF
IMG Academy Student Residence, Bradenton, FL	$12,851,656	65,437 SF
IMG Academy Field House, Bradenton, FL	$5,412,874	40,000 SF
IMG Academy Multi-Sports Complex, Bradenton, FL	$6,726,321	135,000 Acres
IMG Academy East Campus Renovations, Bradenton, FL	$3,536,438	Various
Boast Volkswagen, Bradenton, FL	$1,544,761	5,000 SF

CHUCK MANAHAN
PROJECT SUPERINTENDENT

YEARS OF EXPERIENCE:
16 Years with Tandem
30 Years with Others

EDUCATION:
High School Diploma

ACTIVE REGISTRATION:
State of Florida Class "A" General Contractor License #CTC025865
OSHA Certified
Gulf Coast Builder's Exchange

Chuck brings more than 45 years of experience constructing projects in Southwest Florida. He is an expert in managing projects on occupied, operational campuses and has unique experience working on multi-agency campuses at the Glasser Schoenbaum Human Services Center. Chuck's experiences constructing school campuses, recreational projects and commercial office space make him an ideal On-site Project Lead for the new Family Services Center Project.

Chuck's responsibilities include the daily production of the required work and short term subcontractor scheduling and coordination. Field work is reviewed for quality on a daily basis. Chuck is the daily face to face contact with the school personnel for communication of any changes to the scope of work and to address and needs of the project.

Glasser Schoenbaum Human Services Center

Payne Park Plaza

Premier Sports Lakewood Ranch

RELATED EXPERIENCE:	COST:	SIZE:
Glasser Schoenbaum Human Services Center Campus Improvements, Sarasota, FL	$2,085,655	125,000 SF
Payne Park Plaza, Sarasota, FL	$1,823,695	8,800 SF
Premier Sports at Lakewood Ranch, Lakewood Ranch, FL	$1,861,701	145 Acres
Manatee County Schools Professional Support Center, Bradenton, FL	$6,201,893	100,000 SF
Laurel Nokomis School Campus Wide Renovations, Nokomis, FL	$6,622,391	241,087 SF
Toledo Blade Elementary Campus Wide Renovations, North Port, FL	$4,580,000	87,500 SF
Taylor Ranch Elementary Campus Wide Renovations, Venice, FL	$3,710,583	70,000 SF
Serendipity Fitness Center, Sarasota, FL	$3,103,644	69,000 SF

III.

PREVIOUS EXPERIENCE OF TEAM PROPOSED FOR THE PROJECT

TANDEM
CONSTRUCTION

A. DESCRIBE LIKE PROJECTS

GLASSER SCHOENBAUM HUMAN SERVICES CENTER CAMPUS IMPROVEMENTS

The Glasser Schoenbaum Human Services Center is a 5-acre campus that is home to over 20 nonprofit health and human services agencies supporting low-income and at-risk adults, children and families. These agencies include AARP, Bay Area Youth Services, Coastal Behavioral Health, Early Learning Coalition of Sarasota County, JFCS of the Suncoast, The Salvation Army, and others. This project was for a new 12,000 SF children's health center for families needing financial assistance. The children's medical center has three pediatricians on staff and multiple exam rooms. This new facility also includes a small pharmacy.

ALL STAR CHILDREN'S FOUNDATION MEDICAL TREATMENT FACILITY

The All Star Campus is located on a 5 acre lot in North Sarasota County. It includes a 12,000 square foot treatment center that will house trauma-informed treatment and therapy programs, Johns Hopkins All Children's Hospital brain science research program, Children's Boutique, Aquarium, Art, music, and pet therapy programs. Also included in this project is a Community Center which is the heart of the All Star campus. The community center includes a computer learning lab, tutoring programs, a library, and space for recreational programs. Finally the campus also houses 6 single-family, licensed foster homes with playground, community garden, picnic area, and outdoor movie theater. The campus will include 6 single family, licensed foster homes. There is also a playground, community garden, picnic area, and outdoor movie theater.

GIRL SCOUTS OF GULF COAST FLORIDA 7 COUNTY REGIONAL HEADQUARTERS

The Girl Scouts Sarasota Headquarters is built on 12 acres of land that included 7 acres of protected wetlands. The campus is divided into two main building areas, that include an Administration Complex and a Program Training Center. The administration building houses the main offices of all council employees and includes a gift shop private conference rooms, a training area and individual offices. The program Training Center is a gathering place for up to 500 people for events and includes an open auditorium and stage with professional sound and lighting systems. Walking trails, raised boardwalks and small parking alcoves are weaved in throughout the campus and allow for a very natural setting.

ANN DEVER MEMORIAL AND NORTH CHARLOTTE REGIONAL PARK RECREATION CENTER AND COMMUNITY SERVICES HQ

The 31,000 square foot Recreation Center will host a multi-purpose gymnasium, fitness center, multipurpose rooms, community garden and Community Services administrative offices. This recreation center offers a similar footprint as the one located at Ann Dever Memorial Park, with an additional appendage housing office and administrative spaces for the Charlotte County Parks and Recreation Department. This project is being conducted through a CM@Risk Delivery and is currently estimated to be completed within the projected schedule and budget.

SARASOTA COUNTY GOVERNMENT EMERGENCY OPERATIONS CENTER

This project was a joint venture between Ajax and Tandem Construction. The new Sarasota County Public Safety facility served to house both the Emergency Management Department as well as the 911 call center. The project pursued LEED Silver and was designed to FEMA 361 standards. Heavy redundancies were incorporated throughout the building by way of HVAC systems, UPS backup, and full building generators. The building is capable of operating up to 72 hours without outside intervention. The project consisted of the construction of an approximately 40,000 square foot building within the existing Porter Way Public Safety Site. Site improvements included: a communications tower, parking, lift station, central energy plant, site infrastructure, dumpster enclosure, and entry plaza areas. This building was designed to FEMA 361 standards to withstand an ultimate wind speed of 253 MPH. The Emergency Operations Center and the Central Energy Plant are tilt up concrete structures, and contain structural composite floor and roof slabs with large foundations bearing on vibratory compaction piles. The project schedule reflected an overall duration of fourteen (14) months for the construction phase of the project from mobilization to substantial completion. All exterior openings which include store fronts, fixed window, doors and frames and an overhead door, were also designed to be FEMA 361 rated assemblies. The project required facilitating discussions with multiple user-groups including the Emergency Services Department, Sheriff's Office, and Sarasota County. The project was constructed adjacent to wetlands.

IMG ACADEMY RESIDENCE LIFE COMPLEX PHASE 3

IMG Academy Campus is the world's largest and most advanced multi-sport training and educational institution. The 500 Acre Campus started as a small tennis academy run by Nick Bolletieri. Today, IMG has hired Tandem to support over $150 Million in capital campus improvements since 2011.

The Life Residence Complex consists of 3 Academic Dorms, a Campus Center (Food Service, Office Space, Retail), and an outdoor recreation hub that includes a hybrid resort style and lap pool, outdoor gathering spaces, sports courts, a turf field and shaded structures for the students and visitors to spend time in and around.

MARIE SELBY BOTANICAL GARDENS ANN GOLDSTEIN CHILDREN'S RAINFOREST

The Marie Selby Botanical Gardens is a Sarasota County Landmark that houses a member-supported Botanical Garden with intimate walking trails, green houses, koi ponds, docks and historical buildings. There is also a scientific operation managed on-site with botanists, collections storage, and research facilities.

The Anne Goldstein Children's Rainforest Garden is an interactive garden for children to learn and experience nature in its purest form. The project consists of elevated wood walkways winding through Banyan tree canopies, rainforest type lush landscape gardens, Specialized lighting for events that includes av systems and related utilities. An amphitheater provides an area for public assembly and covered seating areas and a large waterfall/fountain surrounded by rope bridges, unique rock features and many recreational spaces for children to play.

NEW COLLEGE OF FLORIDA HEISER CLASSROOM AND OFFICE WING ADDITION

The New College of Florida Heiser Natural Sciences Building Addition provides New College of Florida with an 22,000 Square Foot, 2-Story laboratory addition that is connected and located directly adjacent to the existing Rolland V. Heiser Natural Sciences Complex. The existing building remained open and operational to students, staff, and visitors during construction. Additionally, Tandem has been renovating the HVAC system of the original Heiser Natural Sciences building in a phased delivery method over the last 3 years to allow the constant operation of the facility.

The New College of Florida Heiser Natural Sciences Addition was designed and constructed to LEED Standards and achieved a LEED Gold Certification in 2018. The facility was built in coordination with multiple stakeholders including representatives from the Natural Sciences Department, the Board of Trustees and the Student Body.

SARASOTA HIGH SCHOOL WEST CAMPUS RENOVATIONS

The Sarasota High School West Campus Renovation included a 4-year, multi-phased renovation and an addition of a new gymnasium to the existing west campus. The project impacted 150,000 square feet of new and existing facilities, and was completed during several school years while the campus was active and operational. Major scope items included the renovation of two historically significant buildings, upgrades to the media center/cafeteria building, construction of a new gym, campus-wide site improvements, a new central energy plant, a new bus loop and parent drop off area and the demolition of existing buildings around the campus. During two of the phases, Tandem managed multiple work zones that had to be coordinated with school schedules, allowing subcontractors to travel between areas, while never impacting school operations. During Preconstruction Tandem supported the design team and school board by holding several design Charrettes with over 100 participants and received unanimous consent when selecting a final design/budget for the project.

B. PERMITTING EXPERIENCE WITH ENVIRONMENTAL IMPACT

Tandem's proposed project team and Preconstruction Department offer a long history of supporting the permitting and management of projects that occur on or around environmentally sensitive lands. Typically these projects require additional coordination, collaboration and documented action with additional agencies like the FDEP, Army Corps of Engineers, Florida Fish and Wildlife, etc... During permitting these processes are often led through the Civil and Environmental Engineering Companies, with input provided by the Design and Construction Team. If an environmental impact is anticipated on a project, it is likely that the project team will need to consider additional time required during the permitting phase. Tandem will bring a wealth of knowledge and experience when managing most types of environmental impacts. This list includes the presence of Endangered or Protected Species, Hazardous Waste and Material, Contaminated Soils, Wetlands, Sand Dunes, and other complications. Should Charlotte County look to Tandem to support them in Environmental Permitting, we will be able to offer the experience, partnerships and expertise needed to arrive at the desired result.

C. WORKING WITH DESIGNERS KEEPING PROJECT WITHIN FIXED BUDGET

Tandem has a proven ability to work alongside County Owners and Design teams to keep public projects within their original, fixed budget. Our approach to cost control can be found in the Project Approach Write-up in Section 6. The best example of how we would apply this process to your project can be found in our most recent experiences with Charlotte County Government at the Ann & Chuck Dever Regional and North Charlotte Regional Parks where we are constructing two new recreation centers for the Community Services Department and Facilities Construction and Maintenance Department. The projects are tracking on-time and within budget.

EXAMPLE: COUNTY PROJECT BUDGET CONTROL CASE STUDY

This example describes the timeline and preconstruction process that helped to bring the $15.7 Million Charlotte County Recreation Centers Project back into a budget and to a point that was acceptable by the County and their Stakeholders:

Sept 2016	Charlotte County Signs and Approves Tandem's Preconstruction Contract on 9/2/2016
Jan 2017	Tandem submits our schematic design report, without soft costs and owner fees, totaling $15.2 Million.
Oct 2017	Charlotte County asks Tandem to include additional scope, FF&E, all soft costs and additional project fees within our GMP Estimate. With the new scope additions, the first GMP report is delivered at approximately $16.5 Million.
Oct 2017 - April 2018	Tandem manages multiple iterations of revised GMP reports emphasizing VE Items and other cost saving ideas.
April 2018	**Tandem delivers final GMP Pricing at $15.7 Million, achieving significant savings while still accounting for all soft costs and additional project fees. A portion of the savings reported reflects DPO tax savings and state contract pricing reductions.**

Some examples of cost reduction ideas presented by Tandem's revised GMP Reports Included:

	ADRP	NCRP
• TPO in lieu of Fibertite KEE System	< $52,175 >	< $44,000>
• Delete ACM Panels and Framing, Add Shades	< $11,000 >	
• Electrical Fixture Package VE	< $7,000 >	< $10,100 >
• Plumbing Fixture Package VE	< $7,300 >	< $13,045 >
• Delete Architectural Sunshades	< $25,000 >	
• Tile Product VE	< $22,000 >	< $ 25,000 >
• Acoustical Ceiling VE	< $9,600 >	
• Lower Ceiling Heights	< $15,000 >	
• Delete Parapet at Gym	< $12,700 >	
• Electrical System and Lightning Protection System VE	< $48,716 >	< $55,000 >
• Delete Densdeck at Roof	< $16,500 >	< $33,000 >
• Shop Fabricated Parapet Wall Cap in lieu of Premanufactured	< $5,300 >	< $13,230 >
• Seed in lieu of Sod		< $23,300 >
• Delete Ceiling Cove Detail		< $11,600 >

The project is being delivered on schedule and within budget.

IV.

LOCATION / FACILITIES OF WORKING OFFICES THAT WILL PROVIDE STAFF FOR THIS PROJECT

TANDEM CONSTRUCTION

LOCATION/FACILITIES OF WORKING OFFICE(S) THAT WILL PROVIDE STAFF FOR THIS PROJECT IV.

A. LENGTH OF TIME "LOCAL OFFICE" ESTABLISHED

Tandem Construction has been located in Sarasota County since it's inception in 1980. Please see the below office location history:

2008 to Present - 11 YEARS:	5391 Lakewood Ranch Boulevard, N., Ste. 200, Sarasota, FL 34240
1994 to 2008 - 14 YEARS:	1599 Main Street, Sarasota, FL 34236
1988 to 1994 - 6 YEARS:	4401 Ashton Road, Sarasota, FL 34233
1980 to 1988 - 8 YEARS:	4955 Cross Creek Road, Sarasota, FL 34231

B. LOCATION OF "LOCAL OFFICE"

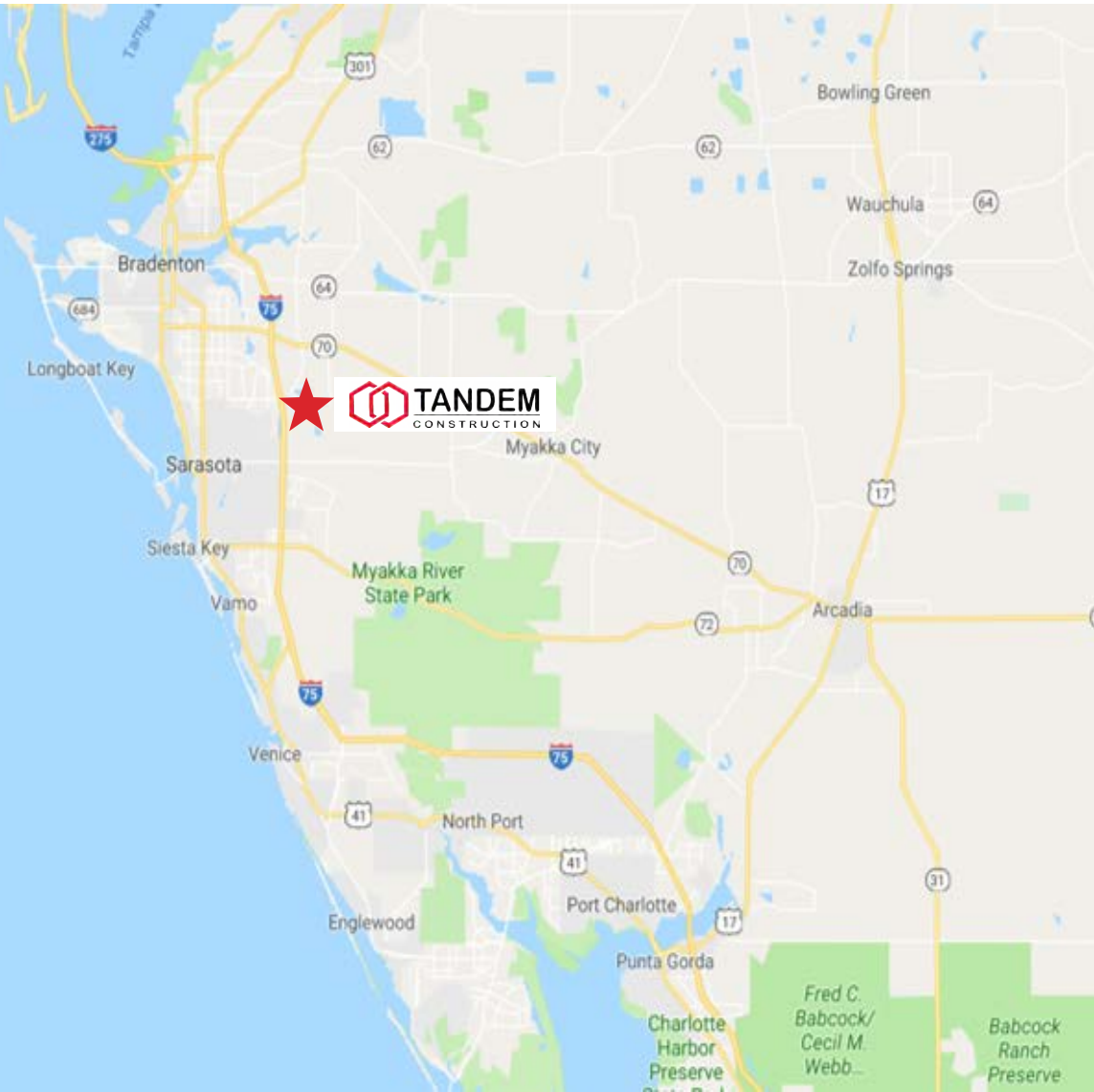
5391 Lakewood Ranch Blvd. North, Suite 200
Sarasota, Florida 34240
P: (941) 954-1599
F: (941) 951-5511
www.tandemconstruction.com

C. RESIDENCES OF PERSONNEL WHICH LIVE IN LOCAL PREFERENCE AREA

30 of Tandem's 45 employees live in Sarasota County which is considered local to Charlotte County.

SARASOTA COUNTY RESIDENTS:

1. Brian Leaver
2. Jodi Crabtree
3. Brad Petz
4. Ruth Richardson
5. Peter Hayes
6. Jerry Schoenholtz
7. Nathan Renner
8. Kent Hayes
9. Jennifer Smart
10. Linda Rizzo
11. Gary Shortall
12. Mark Romance
13. Luke Shortall
14. Chuck Manahan
15. Steve Rizzo
16. Kevin Coose
17. Matt Sims
18. Mark Petz
19. Casey Schick
20. Chris Hick
21. Kristyna Lannon
22. Justin Blakley
23. Steve Arrington
24. Terie Leonard
25. Amanda Jacobson
26. Gabriela Kaniuga
27. Shane Lewis
28. Keven Mayers
29. Dan Harris
30. Chris Higgins



D. USE OF LOCAL SUBCONTRACTORS

Tandem Construction is a locally owned and operated construction manager, based out of Lakewood Ranch in Sarasota County. The majority of our subcontractor base is headquarted or stationed in the Southwest Florida Region. While there are certain groups of subcontractors that we have to reach (Ex. Mechanical Contractors with Central Energy Plant Experience are typically brought into town from either Tampa or Fort Myers), we can still focus on local hiring efforts for most trades and divisions of our projects. To support Charlotte County with the use of Local Subcontractors, Tandem will offer the following services and support:

Prequalified List of Subcontractors:
Tandem Construction already maintains a list of over 1,000 prequalified subcontractors with many of these Contractors being located in or around the Manatee, Sarasota, Charlotte and Lee Counties. Our Preconstruction team will work tirelessly to promote these projects to local companies headquartered/stationed within the 19 Zip Codes in Charlotte County.

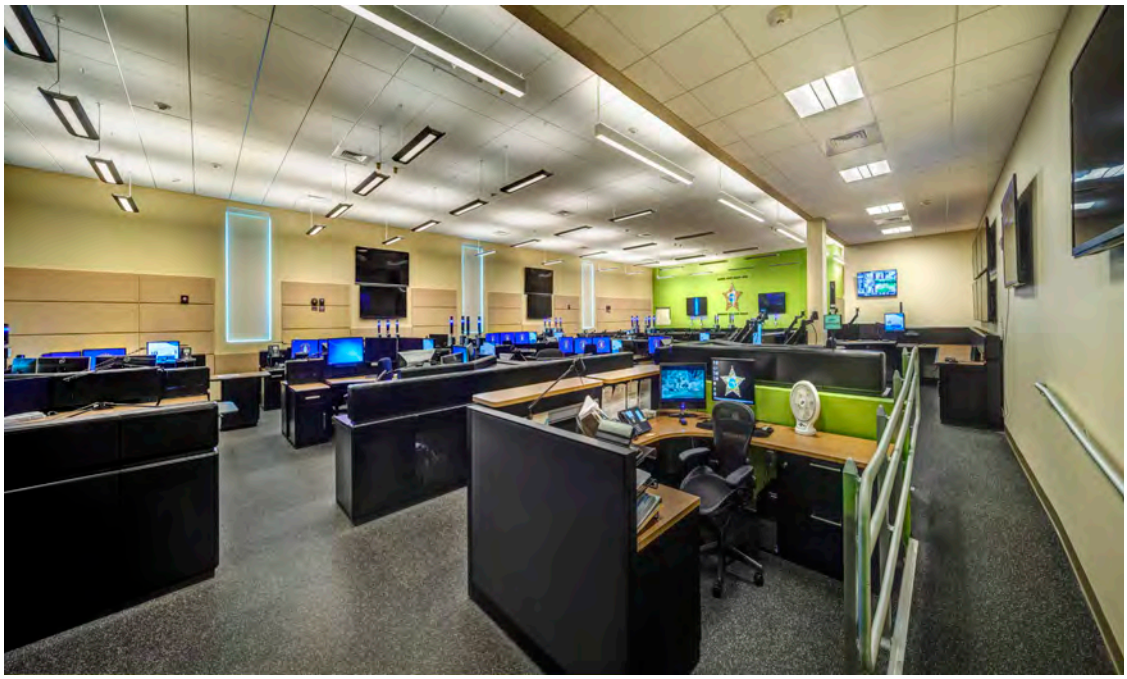
Tandem has already highlighted areas that are specific to park construction projects, and identified local contractors in those trades to ensure that we are taking into account any opportunity to partner with local firms.

Past Projects For Charlotte County:
Because Charlotte County is both efficient and transparent in tracking their procurement records, Tandem is able to review FIVE YEARS of historical data detailing all types of trade contractors used for local Construction Projects. Our team will review these projects, and ensure that those contractors that are not yet prequalified on our list will be vetted and prequalified for these projects.

These contractors are knowledgeable of the county's processes and sites that we can tap into during the Preconstruction Phase of work. Based on performance, some of these contractors may not be the optimal choice for the job, but that is all information that will be evaluated in our process.

Providing Equal Opportunity to Local Contractors:
As with any County Project, Tandem will post the local ads in the local newspapers: Charlotte County Sun and the Sarasota Herald Tribune to attract any local firms that are not already on our prequalified subcontractor list.

V.
PROJECT CONTROL



TANDEM
CONSTRUCTION

A. WHAT TECHNIQUES ARE PLANNED ASSURING SCHEDULE IS MET

Brian Leaver and Jodi Crabtree have a long history of delivering projects within budget and ahead of schedule. Tandem consistently secures repeat work from the our public and private clients through constant attention to schedule and cost control. The following information can also be found in **section 6** and directly speaks to our ability to manage schedules and cost.

Our approach to scheduling is based on the concept that each project program is an integrated process involving planning, design, procurement, construction, transition and occupancy.

During Preconstruction the schedule is developed with the assistance of subcontractors. The following are steps and considerations used for the development and maintenance of the schedule during Preconstruction:

- Scheduling Workshop
- Project Phasing
- Subcontractors & Vendors
- Develop Key Milestones
- Master Schedule
- Design Phase Schedule Monitored
- Long Lead Purchasing Secured
- Bid Management Scheduled
- Detail Schedule is developed
- Permitting Scheduled and Monitored

During Construction the Microsoft Project schedule is computerized and updated on a weekly basis. All subcontractors will receive the schedule and an updated report to keep them informed of their specific time-lines. Tandem project management staff will perform the following:

- Track performance and update weekly
- Mitigate scheduling Impacts and adjust activities accordingly
- Inform subcontractors the need to supplement staff or accelerate activities
- Coordinate deliveries that impact the project

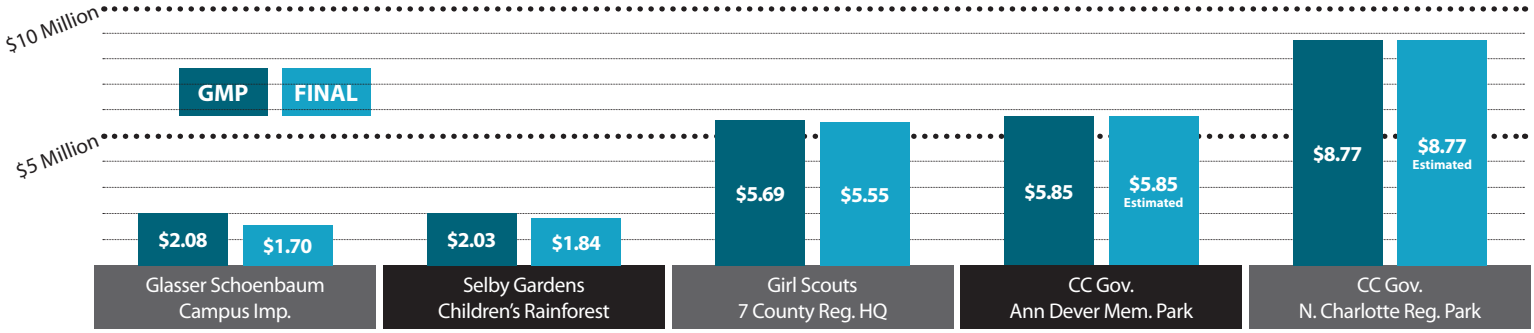
JODI CRABTREE
Project Manager
=
OPTIMAL
SCHEDULE AND COST

B. WHAT COST CONTROL TECHNIQUES ARE PLANNED

Tandem Construction maintains historical records of our prior projects that are adjusted annually to reflect the current market conditions. In addition to using historical cost data, the team will receive valuable input and assistance from local trade contractors and vendors. Tandem's program is a progressive approach where early phases build upon another until, eventually, a guaranteed maximum price (GMP) is established. Our experienced estimating staff will provide timely surveys and accurate pricing throughout the preconstruction phase. Estimates are produced in-house for all trades, including civil, mechanical and electrical. This gives us greater control, especially during the early preconstruction estimates, as we do not have to rely on outside subcontractors for important cost information. We may prepare multiple estimates before agreeing to a Guaranteed Maximum Price (GMP), proceeding through conceptual, schematic, design development, and final estimate. Estimating typically occurs in three, sequential phases resulting in a final budget. You can find the specified cost control techniques described in our **Project Approach in section 6.**

C. DEMONSTRATE ABILITY PREPARING ACCURATE ESTIMATES

The best way that we can demonstrate our ability in preparing accurate estimates is by sharing results for projects of similar size and complexity. The following graph identifies several project's GMP Budgets as well as the final contract amount after construction is complete. You can also find additional cost estimate information in our **Project Approach described in section 6.**



D. WHAT IS THE COMMUNICATION PROCESS WITH CITIZENS AT THE JOBSITE

During the Preconstruction Phase, Tandem's Project Managers will develop a Project Management Information System (PMIS) Document which acts as a guide for all aspects of a project including communication plans, site management plans, safety and security measures, and guidelines for how to manage specific situations including emergencies. As we near the final phases of Design, Tandem will begin to coordinate and implement this PMIS with all core project stakeholders. When addressing conversations with citizens at the jobsite, Tandem has recommended several of the following strategies that become addressed in the PMIS and then on the active site:

- Requiring all visitors to sign-in and receive appropriate approval and badging at the construction office before accessing the site
- Providing appropriate safety and directional signage (print or electronic) on and around the site
- Providing subcontractor orientation meetings for anyone working on-site that addresses interactions with citizens
- Approving Hierarchy for on-site leadership to hold conversation with campus visitors or protocol for referring conversation to a County Representative

Our on-site lead, Project Superintendent Chuck Manahan, understands how important chain of command and public communication can be on projects of this type. We will have an agreed-upon protocol prior to our team mobilizing on site and he will ensure that it is managed effectively throughout the life of the project.

E. RECENT, CURRENT AND PROJECTED WORKLOAD

CONTRACT NAME	CONTRACT AMOUNT	VALUE OF UNCOMPLETED WORK / COMPLETION DATE	SCHEDULED COMPLETION DATE
Center for Sight Interior Renovations Sarasota, Florida	$532,141	$530,149	February 2019
Circus Arts Conservatory Circus Renovations Sarasota, Florida	$2,694,674	$1,090,227	February 2019
Sarasota County Government / Atlanta Braves Spring Training Complex North Port, Florida	$108,637,782	$32,257,179	March 2019
Charlotte County Government Ann Dever Regional Park Port Charlotte, Florida	$5,857,151	$1,172,859	May 2019
Manatee County Government Blackstone Park Improvements Bradenton, Florida	$1,993,132	$1,885,075	July 2019
All Star Children's Foundation Medical Treatment Facility Sarasota, Florida	$5,026,068	$3,350,226	July 2019
Dept. of Mgmt. Services Trammell Building HVAC Phase 3 Tampa, Florida	$2,308,625	$247,180	October 2019
School District of Manatee County Professional Support Center Bradenton, Florida	$5,150,487	$1,172,859	November 2019
Charlotte County Government North Charlotte Regional Park Port Charlotte, Florida	$8,771,326	$4,201,797	November 2019
Atlanta Braves Academy North Port, Florida	$12,798,406	$12,286,155	December 2019
IMG Academy Academic Center Addition Bradenton, Florida	$402,378	$221,308	December 2019
School District of Manatee County Continuing Contracts Manatee County, Florida	On-Going	On-Going	On-Going
Sarasota County Schools Design/Build Continuing Contracts Sarasota County, Florida	On-Going	On-Going	On-Going
New College of Florida Continuing Contracts Sarasota, Florida	On-Going	On-Going	On-Going

VI.
PRESENT PROPOSED APPROACH FOR THIS PROJECT

TANDEM
CONSTRUCTION

A. WHAT IS YOUR APPROACH TO CONSTRUCTIBILITY AND BIDDING

At the beginning of this section you will find additional information regarding Tandem Construction's Project Approach that includes our approach to constructibility and bidding. To elaborate on this section:

Constructibility can be defined in multiple ways. It can refer to prioritizing the most economical and efficient approach to constructing a project. It can also refer to supporting the design process by providing feedback and best practices to achieve a better quality project. Tandem believes more options and information means more value for our Owners, and that is the approach we take during preconstruction. The Family Services Center offers some unique challenges related to constructibility. Some examples include evaluating:

- Size, location, and type of Stormwater Management System for current and all future phases of work
- Building Systems, Materials and Finishes used for the new 20,000 SF addition
  - Review cost/efficiency/quality/alternates of the Structure, Roof, HVAC System, Electrical Packages, Glass and Glazing, etc...
- Availability of Utilities and Optimal Utility Improvements with Future Improvements in Mind.
- Requirements and Opportunities with Parking, Site Lighting and Security
- Sustainable Construction Practices

As mentioned in **our Project Approach in this section**, Tandem takes many steps during Preconstruction to support constructibility of a project. These include:

- Early inclusion of local subcontractors in VE, Schedule and Budget Discussions
- Comprehensive and Systematic Drawing Reviews with our Estimating Department, Superintendents and Project Managers
- Sustainability Charrettes with Owners interested in Green Building Practices and Long-Term Maintenance Benefits
- Mock-ups of repetitive or difficult work

B. WHAT CHALLENGES DO YOU ANTICIPATE AND HOW DO YOU PROPOSE TO RESOLVE THEM

The following list represents a sampling of some of the challenges or "Opportunities", as we like to call them, that may be considered in the planning and delivery of the Charlotte County Family Services Center. We have also included very brief descriptions for steps that Tandem will take to mitigate or eliminate these impacts on the jobsite and provide a very seamless process to your team.

PLANNING/DESIGN/PRECONSTRUCTION

Embracing Community and Stakeholder Voices During Design: Understanding the significance of this facility within the community, many will want to weigh in on the final product. Gaining consensus from a community and major project stakeholders about the design and use of a building like the Family Services Center can be a daunting task. While we're not aware of any current efforts to manage Community Design Charrettes during Preconstruction, Tandem has a history of working with large groups of stakeholders and individuals to gain consensus on designs and budgets. As an example, in Sarasota we worked with more than 100 individuals representing various organizations to review and approve a Historical Renovation of the Paul Rudolph Building on SHS's campus. Throughout two days, using seven different design options and supporting these options with schedule and budget information, Tandem, the Owner and our design partners achieved unanimous consent on a plan to move forward. Tandem will work with the County to support residential workshops, stakeholder charrettes and all other meetings that will be required during this process.

Escalating Market Prices and Subcontractor Availability: While this may be a concern for companies headquartered outside of our region, Tandem maintains a very consistent base of local and regional subcontractors that facilitate a very competitive bidding process, and allow us to achieve comprehensive coverage on all of our projects. With the market as busy as it is, its important to select a local contractor who can utilize their relationships with Southwest Florida's subcontractors to deliver a best-in-class project.

CONSTRUCTION

Site Management and Logistics: During final planning, mobilization and construction Tandem will offer a very detailed plan to the project team that takes into account all agency schedules, campus operations, special events, holidays, and local residential input for how to best manage major construction activity on campus throughout the year. We will provide additional resources on-site to support large deliveries and very active days. We will also provide the option of investing in enhanced security measures (Taller fences and barriers, camera systems, noise and debris control systems, etc...). During final phases of building occupancy, Tandem will support relocation efforts, host end-user training, and provide pre-move consultations as we do during our school projects. Monthly "Look-a-head" reports will let the

County and residences know what to expect with construction activity in the coming weeks. Intermittent community meetings are also an option to consider.

Limited Space On Site: While we are working on a 6+ acre campus, we recognize that the majority of this campus is already accounted for. Any open space is currently used as employee, parent and bus parking, outdoor sports courts, playground and field areas. It is likely that we will need to support the job with off-site subcontractor parking to ensure that our construction footprint is maximized for staging and the building itself. We will help select the new building location by identifying the most cost efficient options relating to cost (Utility location, construction access, etc...) and balance these options with the most ideal design concepts provided by the Architect and Civil Engineer. If additional retention is required, a vault system may need to be considered. Tilt-up construction may also be a challenge depending on our final jobsite footprint.

Campus Security Investments: Tandem is heavily involved in discussions with local school districts and community facilities about overall campus security considerations including points of entry, hardened administrative areas, bullet proof glass, access control systems, etc... During our conversations in preconstruction as we begin certain design discussions including Sustainable/Green Building Charrettes and Constructibility, Tandem will also provide experience and expertise related to cost-efficient options for security investments on campus.

Additional unconfirmed opportunities could include: Asbestos removal from existing buildings, enhanced environmental permitting on-site, additional screening requirements for subcontractors, emergency and disaster management, etc...

C. WHAT METHODS WILL YOU EMPLOY TO ENSURE CHARLOTTE COUNTY RECEIVES A QUALITY PROJECT?

One of the advantages of working with Tandem Construction is that we have recently delivered successful projects to similar entities in nearby counties. We also maintain a great working relationship with your Facilities Construction and Maintenance Department in Charlotte County. We understand the complexities that come with working in a public space, within residential neighborhoods, and are very comfortable with the scope being considered. Several additional methods for quality control, cost control and preconstruction management are included in our Project Approach described on the next few pages.

The following section details Tandem Construction's comprehensive Project Approach through the three primary phases of Construction Management: Preconstruction, Construction and Closeout/Warranty. While most high performing CM's should provide an quality level of service to Charlotte County, Tandem rises above the rest when it comes to:

ENHANCED COMMUNICATION AND COLLABORATION

It is vital to any project to form a TEAM approach from beginning to end. Tandem has a proven history when bringing together and working among owners, design teams, and community stakeholders. We become an extension of your business and consider every decision we make to be on behalf of the owner and the project. Our firm has been selected to manage some of the most community sensitive projects in our region because of this reputation.

EARLY INVOLVEMENT OF REAL-TIME MARKET DATA

Through local and regional subcontractor relationships, Tandem will pair historical data with real-time feedback on costs and schedule concerns as early as the Conceptual Phase of Design to ensure that we are providing our Owners with the most accurate expectations for every project.

PRECONSTRUCTION PHASE

SCHEDULING:

Utilizing Best-In-Class Scheduling Software like Microsoft Project and Oracle Primavera P6, Tandem provides detailed schedules with critical milestones, daily/weekly level activities, and project-specific contingencies built in.

BUDGET CONTROL/COST MANAGEMENT PLAN

Involving local trade contractors early in the process, Tandem blends historical costs with real-time market data to provide our clients with the most accurate budget information throughout preconstruction. Executive Level Reporting is provided at each phase of design.

VALUE ENGINEERING

Tandem uses a systematic evaluation process to identify critical components of a building's design to create a laundry list of product alternates, building system changes, and miscellaneous design critiques that could benefit the project by improving Cost, Operational Efficiency, and Quality. Tandem also provides Building Information Modeling (BIM) services for quality control purposes prior to mobilizing on site.

CONSTRUCTION PHASE

REPORTING SYSTEMS

Utilizing Best-In-Class Project Management Software, Tandem collects all project data in one location and is capable of providing comprehensive reporting solutions to project Stakeholders.

QUALITY CONTROL

Tandem Field Managers maintain clean and organized job sites that help to maintain a systematic order of operations from site mobilization to final completion. Delivering well above the industry standard, Tandem dedicates an internal Quality Control Manager to our jobsites that ensure the highest level of exceptional service and outcomes.

SAFETY MANAGEMENT

Tandem maintains an exceptional safety rating, with zero major incidences on our job sites in 38 years. We work with several safety consultants to provide OSHA-Level Inspections throughout each project to optimize compliance and risk.

CLOSEOUT & WARRANTY PHASE

"PUNCH AS YOU GO" PROCESS

With at least one full-time Superintendent dedicated to each project, Tandem maintains a living punchlist throughout the construction phase to minimize punch efforts in the close-out phase.

CLOSEOUT PACKAGES

Tandem can provide both hard and electronic copies of close-out documents. Dedicated contract administrators organize these close-out books throughout the project and will fulfill requests for close-outs within a three week period of time upon completion.

WARRANTY WALK-THROUGHS

Tandem will provide several walk-throughs once a project is completed, including an 11-month walk-through to ensure that we identify any potential items that should be addressed before reaching the 1-year milestone.

PRECONSTRUCTION PHASE

1

SCHEDULING

Our approach to scheduling is based on the concept that each project program is an integrated process involving preconstruction (planning, design, and procurement), construction, occupancy, closeout and warranty.

During Preconstruction the schedule is developed and maintained. The following are steps and considerations used for the development and maintenance of the schedule during Preconstruction:

Project Planning:
- Scheduling Workshop
- Project Phasing
- Local Sub/Vendor Input
- Key Milestone Identification
- Master Schedule Approval

Design Phase Scheduling
- Design Phase Schedule Monitored
- Long Lead Purchasing Secured
- Bid Management Scheduled
- Detail Schedule is Developed
- Permitting

During Construction the schedule is updated on a monthly basis using Microsoft Project and shared with the core list of project Stakeholders. All subcontractors receive an updated report to keep them informed of their current and future responsibilities. To keep each schedule up-to-date and on track Tandem provides:

- Monthly Schedule Updates
- Real-time Subcontractor Input
- Look-Ahead Reports
- Change Management Best Practices

BUDGET CONTROL / COST MANAGEMENT PLAN

Tandem maintains a comprehensive cost history of all of our prior projects. In addition to using historical cost data, Tandem can offer valuable input and assistance from our local trade contractors and vendors. Tandem's program is a progressive approach where budgets are identified early, and are methodically developed through several iterations of the design. Eventually, a guaranteed maximum price (GMP) is established. Our experienced estimating staff will provide accurate pricing and value engineering services throughout the preconstruction phase. Comprehensive Scope Sheets are produced in-house for all trades, including civil, mechanical, and electrical. We then use historical cost information alongside local subcontractor feedback to create our initial estimates. In most cases, we will prepare multiple estimates before agreeing to a GMP. Our standard process typically includes a Conceptual, Schematic, Design Development, and GMP Estimate:

1. THE CONCEPTUAL ESTIMATE: The Conceptual Estimate is prepared during the early design phase. When complete construction documents are not available, these particular estimates are prepared in conjunction with the preliminary drawings or criteria provided by the Owner. The Conceptual Estimate is broad based and accounts for traditional project costs such as site preparation, major trade costs relating to MEP systems, and the building envelope. This estimate is typically provided to an Owner in a Master Planning Phase or soon thereafter.

2. THE SCHEMATIC ESTIMATE: Schematic Estimates are used to assist in making design selections. Tandem will provide cost information for all trades / divisions, and will typically provide some alternate material and system selections.

3. DESIGN DEVELOPMENT ESTIMATE: As the project progresses and documents become more detailed, the Schematic Estimate is converted to a Detail Estimate. This estimate provides a higher level of detail and is more accurate because building materials and methods have been decided upon. Specific material pricing from local vendors will also be included.

GUARANTEED MAXIMUM PRICE (GMP)

Our goal is to achieve a Guaranteed Maximum Price (GMP) while incorporating 100% of your goals and objectives. We accomplish this by developing an initial estimate, providing Value Engineering (VE) analysis where needed, and by working continuously with the design team to ensure that the project stays within budget.

During construction, cost control is accomplished through proper bid management, detailed cost reporting and payment procedures, management of contingency funds, and thorough review of potential claims and Owner change requests.

BID & SUBCONTRACTOR MANAGEMENT

Subcontractors are crucial to the overall success of a project. As such, we will employ a rigorous prequalification standard to ensure that only the best subcontractors bid on your job and have adequate information to maximize the competitiveness of their bid, including a detailed scope of work, schedules, and project safety requirements.

CHANGE ORDER REQUEST SYSTEMS

Our goal is to minimize change orders by carefully reviewing construction documents and ensuring that they are clear and complete before they are bid. Tandem also prepares detailed scopes of work to ensure a full understanding of the project requirements by the subcontractor. We conduct pre-bid and pre-award meetings with subs to thoroughly outline scope and responsibilities.

At Tandem, we recognize that changes may occur as our client's needs and concepts evolve, or as new information or ideas (generated by any team member) provide a more beneficial means of accomplishing project goals. Tandem's Project Management Software is capable of evaluating and tracking these project cost changes as our team processes the information in preconstruction.

REPORTING

Tandem utilizes SAGE Project Management and Accounting Software that allows us to create cost reports, labor reports, and Subcontractor and Purchase Order Payment reports. These reports are used to monitor project costs on a weekly basis. These assist in integrating cost and payment information into our Client's accounting systems.

"Tandem's ability to respond to our needs by providing Fast-Track Construction Services continues to impress our team... Tandem's culture and responsiveness has fit perfectly with our approach to construction at IMG. As our projects grow in size and complexity, Tandem continues to deliver consistent and quality service."

Bruce Patneaude
Director of Operations
IMG Academy

CONSTRUCTIBILITY ANALYSIS / DESIGN REVIEW

Our program includes a thorough review of the plans and specifications for completeness, accuracy, constructibility, and omissions / conflicts. After a systematic review of the plans and specifications, we will recommend to the architect clarifications or modifications that should be made to the drawings.

VALUE ENGINEERING

Tandem will perform a Value Engineering (VE) analysis of the project to maximize your construction budget. Along with the Architect, Tandem will carefully review the drawings looking for design and construction alternatives that will provide the necessary functions at a lower cost or improve the value of the end product. Tandem, in partnership with the design team, will form a VE list that will include alternates and options for many of the major systems and materials being used on the project. We then evaluate the list with the Owner to determine which ideas have the most merit for further development. Criteria used to select these ideas include:

- Reasonableness and Practicality
- Quality Impact vs. Value Offered
- Potential Design and Time Impact
- Durability/Functionality of Option
- Cost Savings to the Project
- Potential for Acceptance by Owner

The best ideas are then selected for further development and presented as recommendations. It is important to note that the VE process does not always result in a direct cost reduction. Better value can also be delivered by providing more scope or better performance for the same cost.

CONSTRUCTION PHASE APPROACH

2

REPORTING SYSTEMS

Tandem uses a paperless process for all RFI's, correspondence, pay requests, meeting minutes, change order proposals, submittals, etc. All documents are sent in a PDF format. If the files are too large for the typical e-mail servers, they are placed on Tandem's FTP site to be retrieved by the rest of the project team. This process saves paper, but even more importantly, saves time since documents do not require mailing.

SOFTWARE / TECHNOLOGY FOR PROJECT MANAGEMENT

Tandem utilizes FTP sites and our SAGE Accounting and Project Management Software to organize all project information in a database for easy retrieval and analysis and track every transmittal, submittal, and proposed change and document agreements made at meetings and through telephone conversations. We prioritize transparency in process, and we are able to provide the Owner with information describing how each trade was bid, negotiated, and contracted with. We are then able to track any approved and/or pending changes to contracts and purchase orders throughout the life of the project. By utilizing this technology, Tandem is managing all of the project information in an easy-to-review format, and we are able to manage the project more effectively. Components of our Project Management and Reporting Software include:

- Meeting Minute Documentation
- Contract Status Information
- Scope and Budget Data Tracking
- Subcontractor Qualification
- Field Documentation
- Comprehensive Financial Reports
- Safety Issues
- Value Engineering Documentation
- Shop Drawing and Submittal Logs
- Cost Reporting
- Change Order Request Logs
- RFI's

WEB BASED PROJECT MANAGEMENT

Tandem has access to FTP websites, project specific websites, and several other data exchange technologies that can dramatically enhance the data sharing process among construction project participants. We prioritize security and partner with local IT companies to manage a password protected data-exchange process. The end goal is to offer a user-friendly option for file sharing that is efficient for Owners, Contractors, Architects, Subcontractors, and Engineers.

QUALITY CONTROL

CLEAN & ORGANIZED SITE

To produce quality work, a clean jobsite must be maintained. It is imperative that any construction taking place on the project site remain orderly and unobtrusive due to the nature and location of the project.

SHOP DRAWINGS & SUBMITTAL REVIEW

The project team reviews submittals for conformance with the contract documents, accuracy, and completeness.

CHECK MATERIAL CONFORMANCE UPON RECEIPT

Tandem will inspect all materials arriving at the job site and immediately reject and return any material that does not conform to quality standards.

"Each individuals focus on the safety and security of students and staff, the continuity of instruction, professionalism, integrity, responsiveness and attention to detail on this job were second to none."

Christopher T. Renouf, Principal
Toledo Blade Elementary

MOCK-UPS OF REPETITIVE OR DIFFICULT WORK

Mock-ups of repetitive or difficult work are required to be constructed by all participating subcontractors before construction begins. This will establish an initial quality benchmark so all subcontractors know what standard of quality must be obtained.

MONITOR WORK DAILY

Our Superintendents are typically dedicated full-time to each project we manage. They arrive to the jobsite before anyone else and remain on site until the gates close each evening. It is their job to monitor the site each day, assuring that the work being produced meets the highest quality standards available in our market.

PROMPTLY REJECT NON-CONFORMING WORK

Any non-conforming work will be promptly rejected. Our subcontract requires that corrective action be taken within 24 hours of notification of rejection.

PHASE & AREA PUNCHLISTS
Punchlists will be performed at the completion of each major phase of the project. This process minimizes the final punchlist at the end of the project.

COORDINATION & WEEKLY SUBCONTRACTOR MEETINGS
The Project Superintendent will hold weekly meetings with all of the subcontractors to discuss schedule, quality, and safety.

SAFETY MANAGEMENT

At Tandem we are committed to provide the safest possible worksite for our employees, subcontractors, Owners, and general public. It is our belief that all accidents are preventable. Our goal is to send every employee, visitor, and neighbor back to their home healthy everyday. To achieve this goal we have developed a safety program that we believe leads the industry. Safety orientation and training, emergency evacuation plans, drug and alcohol testing, separation of work from the public are some of the main points of our program.

Tandem also partners with a Safety Consultant who supports the creation of safety management plans on each jobsite that we manage. This expert resource provides beneficial services including job safety analysis, mock OSHA inspections, and OSHA Training (10/30 hour).

At the beginning of each job, Tandem's Project Manager and Superintendent will host a safety orientation meeting with all subcontractors and suppliers who will be working on or visiting the site. During these meetings, we will identify project goals, safety procedures and controls, and a communication plan to be used at all times while on the jobsite.

DAVID SIMMONS, PRESIDENT
Safety Consultant

DCS | Diversified Construction Safety, Inc.

Tandem utilizes a third party consultant, David Simmons from Diversified Construction Safety, Inc., to inspect, oversee, and provide feedback on our projects. Since 2014, David Simmons has completed 32 projects and is currently active on 7 projects. All projects have had **ZERO** safety incidents.

CLOSEOUT & WARRANTY

CLOSEOUT

Our goal is to have minimal punchlist items at the completion of each phase of the project. To ensure we meet this goal, we "punch as we go." Tandem's Superintendent walks the site daily and ensures the quality of every aspect of the job. Our Superintendent will identify any punch items and address them immediately. Tandem has a standardized Closeout and Warranty Procedure which includes training and manuals explaining the operation and maintenance of the systems used in your project. This manual can be used for future reference. Additionally, all of the closeout documentation is compiled early in the construction phase and can be transmitted entirely in a paperless electronic format. The following is a summary of our Closeout Procedures:

- Coordinate Final Inspections
- Coordinate Training for Building Systems
- Turn over As-builts / Electronic As-builts
- Coordinate Installation of Equipment and Furniture
- Secure Certificates of Occupancy
- Turn over Operations & Maintenance Manuals
- Final Punchlist Completion
- Provide Assistance with Equipment and Start-up

Our Closeout Package includes the following:

- Permits, Notices, Certificates
- Final Change Order Document
- Certificate of Occupancy
- Architect's Supplemental Information
- As-Builts
- Project Communication Directory
- Payment and Account Changes
- Testing Documents
- Finish Lists
- Final Pay Application
- Contractor & Subcontractor Warranties
- RFI Directory
- Submittals

WARRANTY

During the warranty phase, Tandem will remain involved. Our Project Manager will remain the main point of contact for any and all follow-up services. We will swiftly respond to any concern and provide a timely resolution. Because Tandem has vetted and prequalified our subcontractor pool prior to bidding the job, we have minimized any risk that can be associated with warranty issues and follow-up.

Within 24 hours of a warranty request, Tandem will respond to the Owner and the appropriate subcontractor to schedule a proper follow-up. For emergency situations, the Tandem Team is accessible 24/7.

All warranty calls will be logged and tracked. A recap will be sent to the Owner and all appropriate team members. Upon completion of the warranty item, a detailed report of the problem and solution will be forwarded to the Owner and appropriate Team members. Tandem will perform a warranty walk-through and inspection one month prior to the end of the warranty period.

"From attributes like open communications, accurate estimates, efficient staffing, quality construction and timely close out, Tandem Construction rises to the top of my lists."

John Dougherty
Former Dir. of Construction
Sarasota County Schools

VII.

PRESENT EXAMPLES OF RECENTLY ACCOMPLISHED SIMILAR PROJECTS

TANDEM
CONSTRUCTION

GLASSER SCHOENBAUM HUMAN SERVICES CENTER CAMPUS IMPROVEMENTS

SARASOTA, FLORIDA

CONSTRUCTION TYPE:
Construction Management
New Construction

OWNER CONTACT:
Glasser Schoenbaum
1750 17th Street
Sarasota, FL 34234
Phone: (941) 365-4545

PROJECT ARCHITECT:
Carlson Studio
1613 Fruitville Rd.
Sarasota, FL 34236
Phone: (941) 362-4312

SIZE:
12,000 SF

COST:
$2,085,655

COMPLETION:
June 2014

The Glasser Schoenbaum Human Services Center is a 5-acre campus that is home to over 17 nonprofit health and human services agencies supporting low-income and at-risk adults, children and families. These agencies include AARP, Bay Area Youth Services, Coastal Behavioral Health, Early Learning Coalition of Sarasota County, JFCS of the Suncoast, The Salvation Army, and others. This project was for a new 12,000 SF children's health center for families needing financial assistance. The children's medical center has three pediatricians on staff and multiple exam rooms. This new facility also includes a small pharmacy.

During preconstruction, the Center expressed interest in creating a new entrance to the campus so that the new clinic was more accessible to guests. The new entrance was designed in conflict with a FP&L pole with little opportunity to address an alternate location. Tandem worked closely with FP&L to support the relocation of services that allowed for access without adding more cost to the project.

ALL STAR CHILDREN'S FOUNDATION MEDICAL TREATMENT FACILITY

SARASOTA, FLORIDA

CONSTRUCTION TYPE:
Construction Management
New Construction

OWNER CONTACT:
All Star Children's Foundation
3300 17th Street
Sarasota, FL 34237

PROJECT ARCHITECT:
Carlson Studio
1613 Fruitville Rd.
Sarasota, FL 34236
Phone: (941) 362-4312

SIZE:
12,000 SF

COST:
$5,026,068

COMPLETION:
July 2019

The All Star Campus is located on a 5 acre lot in North Sarasota County. It includes a 12,000 square foot treatment center that will house trauma-informed treatment and therapy programs, Johns Hopkins All Children's Hospital brain science research program, Children's Boutique, Aquarium, Art, music, and pet therapy programs. Also included in this project is a Community Center which is the heart of the All Star campus. The community center includes a computer learning lab, tutoring programs, a library, and space for recreational programs. Finally the campus also houses 6 single-family, licensed foster homes with playground, community garden, picnic area, and outdoor movie theater.

The civil design of the all-star campus was initially going to require a cast-in-place vault system to support stormwater retention. These types of systems, though necessary when building on sites with limited space, can be incredibly expensive. Tandem worked closely with our site contractor to propose alternate opportunities for stormwater retention and eventually selected a more cost effective product that was installed quicker.

GIRL SCOUTS OF GULFCOAST FLORIDA

SARASOTA, FLORIDA

CONSTRUCTION TYPE:
Construction Management
New Construction

OWNER:
Girl Scouts of Gulfcoast Florida
4780 Cattlemen Road
Sarasota, FL 34240
Phone: (941) 921-5358

PROJECT ARCHITECT:
Office For Architecture
1234 First Street
Sarasota, FL 34236
Phone: (941) 952-1111

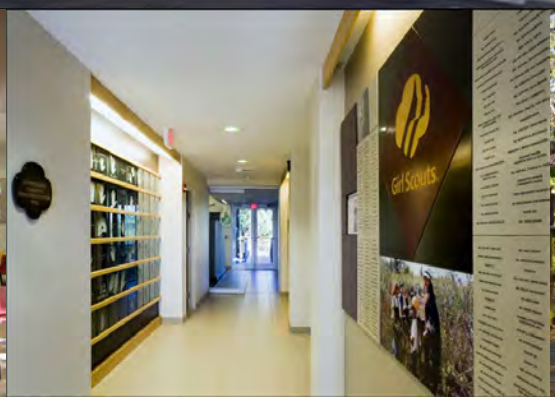
SIZE:
30,000 SF | 2 Buildings

COST:
$5,552,406

COMPLETION:
February 2008

The Girl Scouts Sarasota Headquarters is built on 12 acres of land that included 7 acres of protected wetlands. The campus is divided into two main building areas, that include an Administration Complex and a Program Training Center. The administration building houses the main offices of all council employees and includes a gift shop private conference rooms, a training area and individual offices. The program Training Center is a gathering place for up to 500 people for events and includes an open auditorium and stage with professional sound and lighting systems. Walking trails, raised boardwalks and small parking alcoves are weaved in throughout the campus and allow for a very natural setting.

This project required additional coordination with environmental agencies due to the existing wetlands located on the 12-acre campus. Tandem worked with our local civil and environmental engineer and the Girlscouts Regional President to permit and approve boardwalks and walking trails that were constructed throughout the protected areas.



CHARLOTTE COUNTY GOVERNMENT ANN DEVER MEMORIAL AND NORTH CHARLOTTE REGIONAL PARK RECREATION CENTER AND COMMUNITY SERVICES HEADQUARTERS

PORT CHARLOTTE, FLORIDA

CONSTRUCTION TYPE:
Construction Management
New Construction

OWNER:
Charlotte County Purchasing
18500 Murdock Circle
Port Charlotte, FL 33948
P: (941) 743-1201

PROJECT ARCHITECT:
FleischmanGarcia Architecture
5967 Cattlemen Ln,
Sarasota, FL 34232
P: (941) 342-9293

SIZE:
30,000 SF

COST:
$8,771,326

COMPLETION:
August 2019

The 31,000 square foot Recreation Center will host a multi-purpose gymnasium, fitness center, multipurpose rooms, community garden and Community Services administrative offices. This recreation center offers a similar footprint as the one located at Ann Dever Memorial Park, with an additional appendage housing office and administrative spaces for the Charlotte County Parks and Recreation Department. This project is being conducted through a CM@Risk Delivery and is currently estimated to be completed within the projected schedule and budget.

As Tandem constructed the new Ann Dever Recreation Center the County's Community Services Department also added a new splash pad next to our building and adjacent to their aquatic facility. Tandem coordinated very closely with the neighboring project, allowing access to our jobsite as needed. We also have hosted Multiple tours for county partners and media groups that are learning about the new project.

SARASOTA COUNTY GOVERNMENT EMERGENCY OPERATIONS CENTER

SARASOTA, FLORIDA

CONSTRUCTION TYPE:
Construction Management
New Construction

OWNER:
Sarasota County Government
1660 Ringling Blvd.
Sarasota, FL 34236
Phone: (941) 861-5000

PROJECT ARCHITECT:
FleischmanGarcia Architecture
5967 Cattlemen Ln,
Sarasota, FL 34232
P: (941) 342-9293

Architects Design Group
333 North Knowles Avenue
Winter Park, FL 32789
Phone: (407) 647-1706

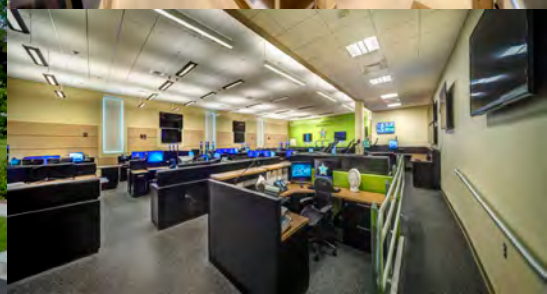
SIZE:
40,502 SF

COST:
$15,417,300

COMPLETION:
February 2015

This project was a joint venture between Ajax and Tandem Construction. The new Sarasota County Public Safety facility served to house both the Emergency Management Department as well as the 911 call center. The project pursued LEED Silver and was designed to FEMA 361 standards. Heavy redundancies were incorporated throughout the building by way of HVAC systems, UPS backup, and full building generators. The building is capable of operating up to 72 hours without outside intervention. The project consisted of the construction of an approximately 40,000 square foot building within the existing Porter Way Public Safety Site. Site improvements included: a communications tower, parking, lift station, central energy plant, site infrastructure, dumpster enclosure, and entry plaza areas. This building was designed to FEMA 361 standards to withstand an ultimate wind speed of 253 MPH. The Emergency Operations Center and the Central Energy Plant are tilt up concrete structures, and contain structural composite floor and roof slabs with large foundations bearing on vibratory compaction piles. The project schedule reflected an overall duration of fourteen (14) months for the construction phase of the project from mobilization to substantial completion. All exterior openings which include store fronts, fixed window, doors and frames and an overhead door, were also designed to be FEMA 361 rated assemblies. The project required facilitating discussions with multiple user-groups including the Emergency Services Department, Sheriff's Office, and Sarasota County. The project was constructed adjacent to wetlands.

When the EOC was initially designed, the lead architect had proposed some very expensive features. During our Design Development pricing exercise we identified that the budget was running nearly $2Million over what the County was willing to spend. Tandem created 60 cost saving items to propose implementing into the GMP set of plans, including a dramatic reduction in the curtainwall and clarestory glass that was originally proposed. The result was the project achieved nearly $2.2Million in savings on our proposed GMP.



IMG ACADEMY
RESIDENCE LIFE COMPLEX PHASE 3

BRADENTON, FLORIDA

CONSTRUCTION TYPE:
Design / Build
New Construction

OWNER:
Bruce Patneaude, Dir. of Operations
IMG Academy
5500 34th Street West
Bradenton, FL 34210
Phone: (941) 755-1000

PROJECT ARCHITECT:
Fawley Bryant Architects
5391 Lakewood Ranch Blvd. North
Suite 300
Sarasota, FL 34240
Phone: (941) 343-4070

SIZE:
105,000 SF

COST:
$19,073,668

COMPLETION:
October 2018

IMG Academy Campus is the world's largest and most advanced multi-sport training and educational institution. The 500 Acre Campus started as a small tennis academy run by Nick Bolletieri. Today, IMG has hired Tandem to support over $150 Million in capital campus improvements since 2011.

The Life Residence Complex consists of 3 Academic Dorms, a Campus Center (Food Service, Office Space, Retail), and an outdoor recreation hub that includes a hybrid resort style and lap pool, outdoor gathering spaces, sports courts, a turf field and shaded structures for the students and visitors to spend time in and around.

During preconstruction, Tandem's project team identified that there was a significant amount of organic material on and around the site where the new Dormitory would be located. Because we were digging large retention ponds nearby, our project team removed the organic material and replace with acceptable fill without incurring additional costs on the project.

MARIE SELBY BOTANICAL GARDENS
ANN GOLDSTEIN CHILDREN'S RAINFOREST & BUILDING RENOVATIONS

SARASOTA, FLORIDA

CONSTRUCTION TYPE:
Construction Management
New Construction

OWNER:
Marie Selby Botanical Gardens
900 S. Palm Avenue
Sarasota, Florida 34236
P: (941) 366-5731

PROJECT ARCHITECT:
Hazeltine Nurseries, Inc.
2401 North River Road
Venice Florida 34292
Phone: 941.485.1272

SIZE:
105,000 SF

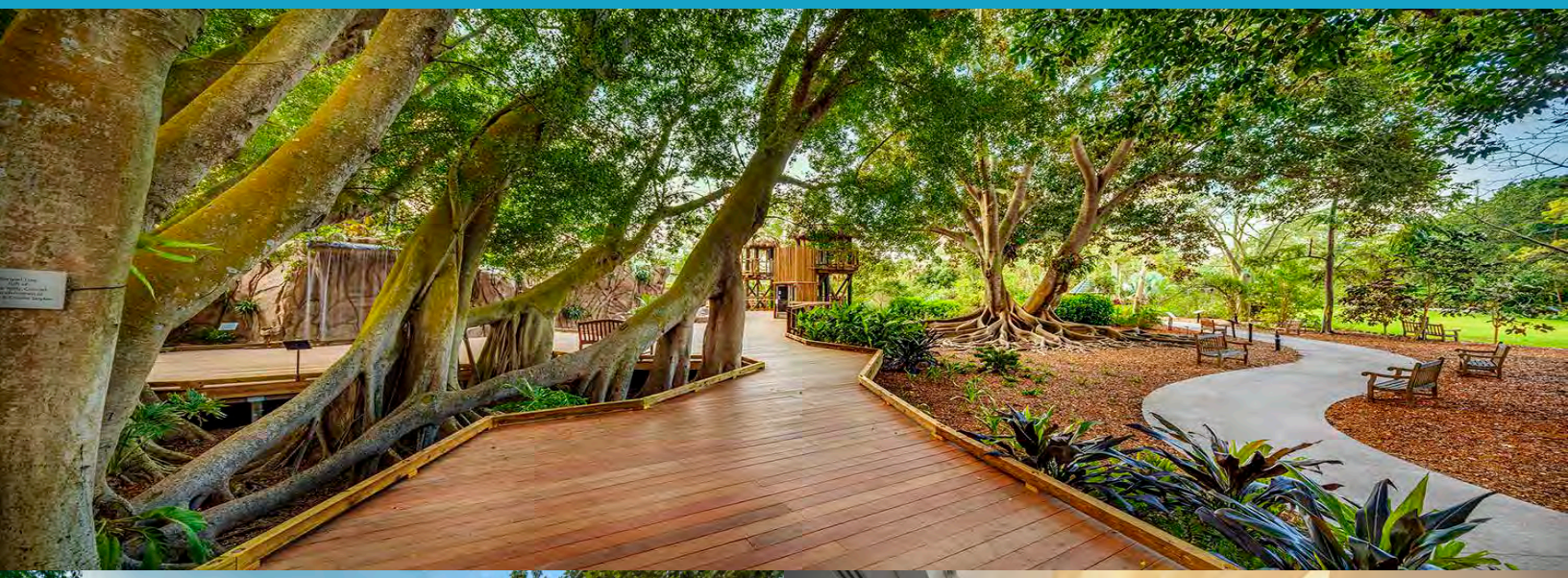
COST:
$2,180,271

COMPLETION:
October 2013

The Marie Selby Botanical Gardens is a Sarasota County Landmark that houses a member-supported Botanical Garden with intimate walking trails, green houses, koi ponds, docks and historical buildings. There is also a scientific operation managed on-site with botanists, collections storage, and research facilities.

The Anne Goldstein Children's Rainforest Garden is an interactive garden for children to learn and experience nature in its purest form. The project consists of elevated wood walkways winding through Banyan tree canopies, rainforest type lush landscape gardens, Specialized lighting for events that includes av systems and related utilities. An amphitheater provides an area for public assembly and covered seating areas and a large waterfall/ fountain surrounded by rope bridges, unique rock features and many recreational spaces for children to play.

The unique boardwalk at the Children's Rainforest was engineered and constructed to be as environmentally friendly as possible. As the banyan trees continue to grow over time, the structures around them were constructed in such a way that allowed for small sections to be removed, adjusted or replaced. Selby Gardens continued to host weddings and events throughout the Rainforest's construction. Tandem used decorative paneling, fencing and bamboo to separate/hide the construction from the public.



NEW COLLEGE OF FLORIDA
HEISER CLASSROOM AND OFFICE WING ADDITION

SARASOTA, FLORIDA

CONSTRUCTION TYPE:
Construction Management
New Construction

OWNER:
New College of Florida
5800 Bayshore Road
Sarasota, FL 34243
Phone: (941) 487-4694

PROJECT ARCHITECT:
Harvard Jolly Architecture
2714 Dr. Martin Luther King Jr. St. N.
St. Petersburg, FL 33704
Phone: (727) 896-4611

SIZE:
22,000 SF

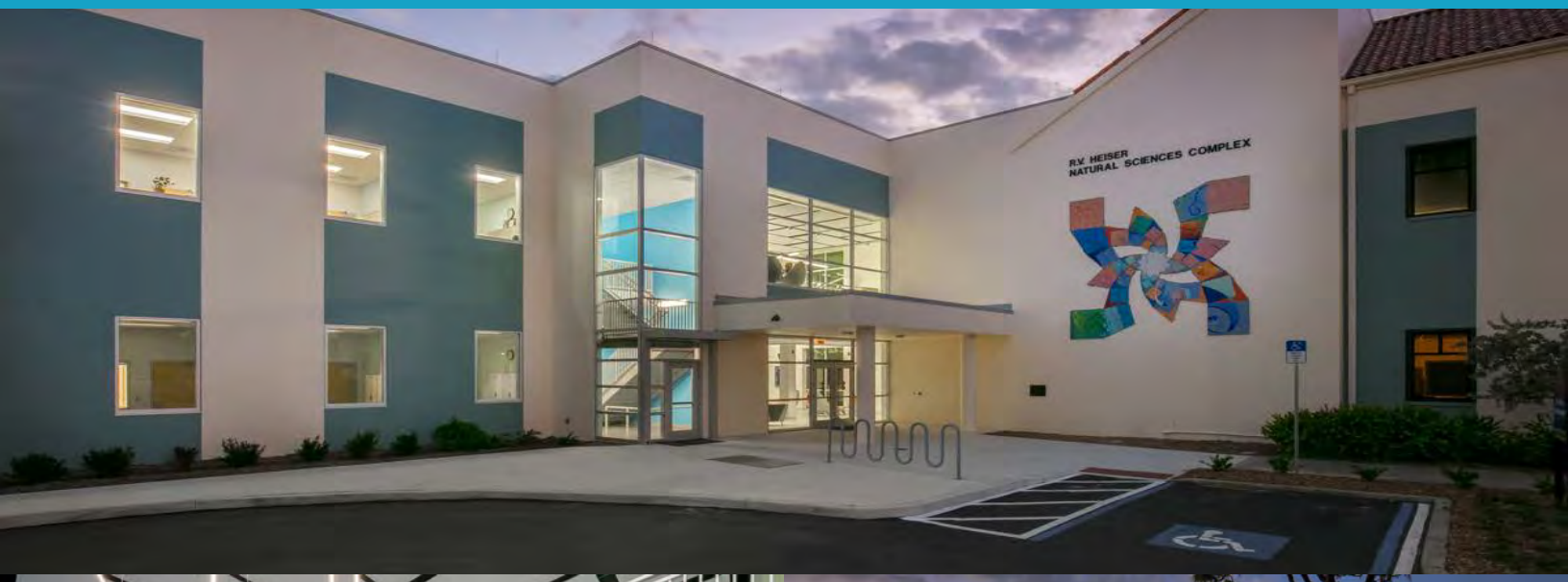
COST:
$5,564,113

COMPLETION:
September 2017

The New College of Florida Heiser Natural Sciences Building Addition provides New College of Florida with an 22,000 Square Foot, 2-Story laboratory addition that is connected and located directly adjacent to the existing Rolland V. Heiser Natural Sciences Complex. The existing building remained open and operational to students, staff, and visitors during construction. Additionally, Tandem has been renovating the HVAC system of the original Heiser Natural Sciences building in a phased delivery method over the last 3 years to allow the constant operation of the facility.

The New College of Florida Heiser Natural Sciences Addition was designed and constructed to LEED Standards and achieved a LEED Gold Certification in 2018. The facility was built in coordination with multiple stakeholders including representatives from the Natural Sciences Department, the Board of Trustees and the Student Body.

There are several unique features to the Heiser Sciences Addition that aren't always mentioned. During preconstruction Tandem coordinated the creation of over 30 custom made signs to support the operational campus. During construction Tandem coordinated with several local artists who were selected to build their artwork into the facility. At the end of the project Tandem added on a solar farm to the roof of the building.



SARASOTA HIGH SCHOOL
WEST CAMPUS RENOVATION

SARASOTA, FLORIDA

CONSTRUCTION TYPE:
Construction Management
Renovations
Additions

OWNER:
The School Board of Sarasota County
7895 Fruitville Road
Sarasota, FL 34240
Phone: (941) 366-6680

PROJECT ARCHITECT:
Harvard Jolly Architecture
2714 Dr. Martin Luther King Jr. St. N.
St. Petersburg, FL 33704
Phone: (727) 896-4611

SIZE:
144,875 SF

COST:
$26,525,428

COMPLETION:
August 2017

The Sarasota High School West Campus Renovation included a 4-year, multi-phased renovation and an addition of a new gymnasium to the existing west campus. The project impacted 150,000 square feet of new and existing facilities, and was completed during several school years while the campus was active and operational. Major scope items included the renovation of two historically significant buildings, upgrades to the media center/cafeteria building, construction of a new gym, campus-wide site improvements, a new central energy plant, a new bus loop and parent drop off area and the demolition of existing buildings around the campus. During two of the phases, Tandem managed multiple work zones that had to be coordinated with school schedules, allowing subcontractors to travel between areas, while never impacting school operations. During Preconstruction Tandem supported the design team and school board by holding several design Charrettes with over 100 participants and received unanimous consent when selecting a final design/budget for the project.

The Historic Renovation of the Paul Rudolph Building on Sarasota High School's Campus was a major point of contention within the community during the planning and design of this project. Tandem, Harvard Jolly and the School District brought over 100 community stakeholders together to determine the final plan for the historic breezeway. After a 2-day Design Charrette reviewing 7 design options with attached budgets and schedules, the group approved the final decision unanimously.

B. RECENT, CURRENT AND PROJECTED WORKLOAD

CONTRACT NAME	CONTRACT AMOUNT	VALUE OF UNCOMPLETED WORK / COMPLETION DATE	SCHEDULED COMPLETION DATE
Center for Sight Interior Renovations Sarasota, Florida	$532,141	$530,149	February 2019
Circus Arts Conservatory Circus Renovations Sarasota, Florida	$2,694,674	$1,090,227	February 2019
Sarasota County Government / Atlanta Braves Spring Training Complex North Port, Florida	$108,637,782	$32,257,179	March 2019
Charlotte County Government Ann Dever Regional Park Port Charlotte, Florida	$5,857,151	$1,172,859	May 2019
Manatee County Government Blackstone Park Improvements Bradenton, Florida	$1,993,132	$1,885,075	July 2019
All Star Children's Foundation New Facility Sarasota, Florida	$5,026,068	$3,350,226	July 2019
Dept. of Mgmt. Services Trammell Building HVAC Phase 3 Tampa, Florida	$2,308,625	$247,180	October 2019
School District of Manatee County Professional Support Center Bradenton, Florida	$5,150,487	$1,172,859	November 2019
Charlotte County Government North Charlotte Regional Park Port Charlotte, Florida	$8,771,326	$4,201,797	November 2019
Atlanta Braves Academy North Port, Florida	$12,798,406	$12,286,155	December 2019
IMG Academy Academic Center Addition Bradenton, Florida	$402,378	$221,308	December 2019
School District of Manatee County Continuing Contracts Manatee County, Florida	On-Going	On-Going	On-Going
Sarasota County Schools Design/Build Continuing Contracts Sarasota County, Florida	On-Going	On-Going	On-Going
New College of Florida Continuing Contracts Sarasota, Florida	On-Going	On-Going	On-Going

VIII.

DESCRIBE YOUR EXPERIENCE AND CAPABILITIES IN THE FOLLOWING AREAS

TANDEM
CONSTRUCTION

DESCRIBE YOUR EXPERIENCE AND CAPABILITIES IN THE FOLLOWING AREAS VIII.

A. MULTIPLE ORGANIZATION GOVERNMENT FACILITIES

As described in our letter and some of our project-specific approaches, Tandem is ultimately familiar working within a project that has multiple stakeholders or agencies that each have their own special interests and requirements to consider. The following list of examples is just a sampling of the projects that we have managed, and specifically address Jodi Crabtree and Chuck Manahan's experiences with these types of facilities.

Glasser Schoenbaum Human Services Center - Campus housing 19 human services agencies where Tandem managed several additions/ renovations.
Sarasota County Emergency Operations Center - New county building that housed multiple government groups including the Sheriff's Dept, Emergency Services Dept. and the 911-Call Center.
IMG Academy - Private Sports and Educational Campus that has buildings programmed to support multiple end-users like Prince, Under Armour, Gatorade, Johns Hopkins Medical, and IMG Staff.

The key to supporting these multi-agency facilities is putting together a strong design and construction team capable of supporting the necessary programming meetings that will take place early in design. Effective meetings will lead to a very comprehensive master planning document ensuring that there are minimal changes and change-orders once we enter into construction. Tandem maintains close relationships with all agency leaders throughout the project to ensure all parties remain informed and supported.

B. COST ANALYSIS AND CONTROL INCLUDING VALUE ENGINEERING

You can find Tandem's standard approach and capabilities with Cost Control in section 6 of this proposal.

C. CRITICAL PATH METHOD

The significance of the critical path method is that it allows our team to identify how a single change to an activity in our schedule will affect the schedule as a whole. Tandem utilizes Microsoft Project and Primavera P6 scheduling software to deliver all of our projects, and we are experts in the Critical Path method. Please consider the following scheduling approach:

In the initial Project Meeting with the Project Team, the Construction Manager will analyze information relating to site staging and traffic management considerations, inspection procedures and other factors that may affect the anticipated sequencing of construction. Tandem is a firm believer that the key to preparing an effective Master Project Schedule begins with a careful analysis and identification of all tasks and constraints; confirmation of proper durations assigned to each task; constraints clearly and correctly tied to one another and finally, the full commitment by all involved, including the Owner, Design Team, CM, Sub-Consultants, Sub-contractors, Suppliers and Authorities having Jurisdiction to be timely and accountable for their respective duties and responsibilities. Tandem will work closely with the Subcontractors and Suppliers to re-sequence the Work Activities, as may be required, to comply with the Pre-Construction and Construction Phase Completion / Substantial Completion Dates. Tandem will issue a Construction Schedule reflective and inclusive of the above considerations along with input from the subcontractors and suppliers selected to perform the work. This schedule will serve as the framework for the subsequent development of all detailed schedules. The Master Project Schedule shall be produced and updated monthly throughout the Project.

D. PRE-CONSTRUCTION SERVICES WITH A FOCUS ON MINIMIZING COST WHILE MAXIMIZING SCOPE

You can find Tandem's preconstruction services approach located in section 6 of this proposal. At all times we will work with the client to address cost and options for maximizing scope. We will address building system, finish and product alternates to find areas where we can save additional money within the project. We will support "master planning" exercises early in design to understand your prioritized project wishlists so that we know what additional scope items may be desired if there is enough money saved. Later in design we will also use Building Information modeling to ensure we are catching any and all conflicts in the plans before getting to the jobsite - achieving maximum savings. Tandem Construction utilizes Building Information Modeling (BIM) throughout the life of a project. Beginning early in the design phase, Tandem has worked with architects and their consulting Engineers, trade subcontractors, and owners to identify the high risk areas in the project and influence the use of BIM to mitigate that risk. This includes applications such as 3d virtual trade coordination, scheduling, constructibility reviews, and logistics planning. Early planning is vital to the execution of BIM throughout the rest of the project process.

E. PERMITTING WITH CHARLOTTE COUNTY

Tandem is in the process of completing our first two Charlotte County Government Projects at the Ann & Chuck Dever Regional Park and the North Charlotte Regional Park. Both of these projects we permitted through Charlotte County. We are very comfortable managing the permitting process and working with the county representatives involved.

IX.

VOLUME OF WORK - TOTAL OF PAYMENTS RECEIVED FROM COUNTY WITHIN THE 24 MONTHS

TANDEM CONSTRUCTION

VOLUME OF WORK - TOTAL OF PAYMENTS RECEIVED FROM COUNTY WITHIN THE 24 MONTHS IX.

Tandem Construction has received **$6,653,281.49** in payments from Charlotte County in the past 24 months.

X.

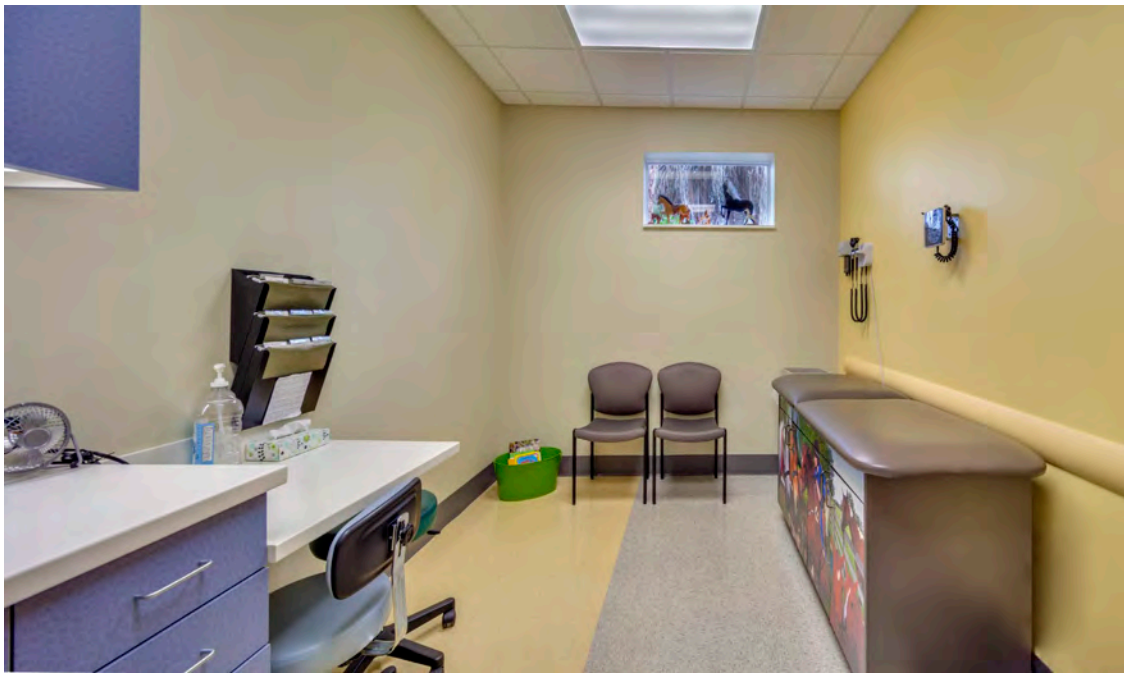
LITIGATION - HAVE YOU BEEN NAMED AS A DEFENDANT OR CO-DEFENDANT IN A LAWSUIT IN THE LAST FIVE YEARS

TANDEM CONSTRUCTION

LITIGATION - HAVE YOU BEEN NAMED AS A DEFENDANT OR CO-DEFENDANT IN A LAWSUIT IN THE LAST FIVE YEARS X.

Tandem Construction has not been in any litigation within the last five years.

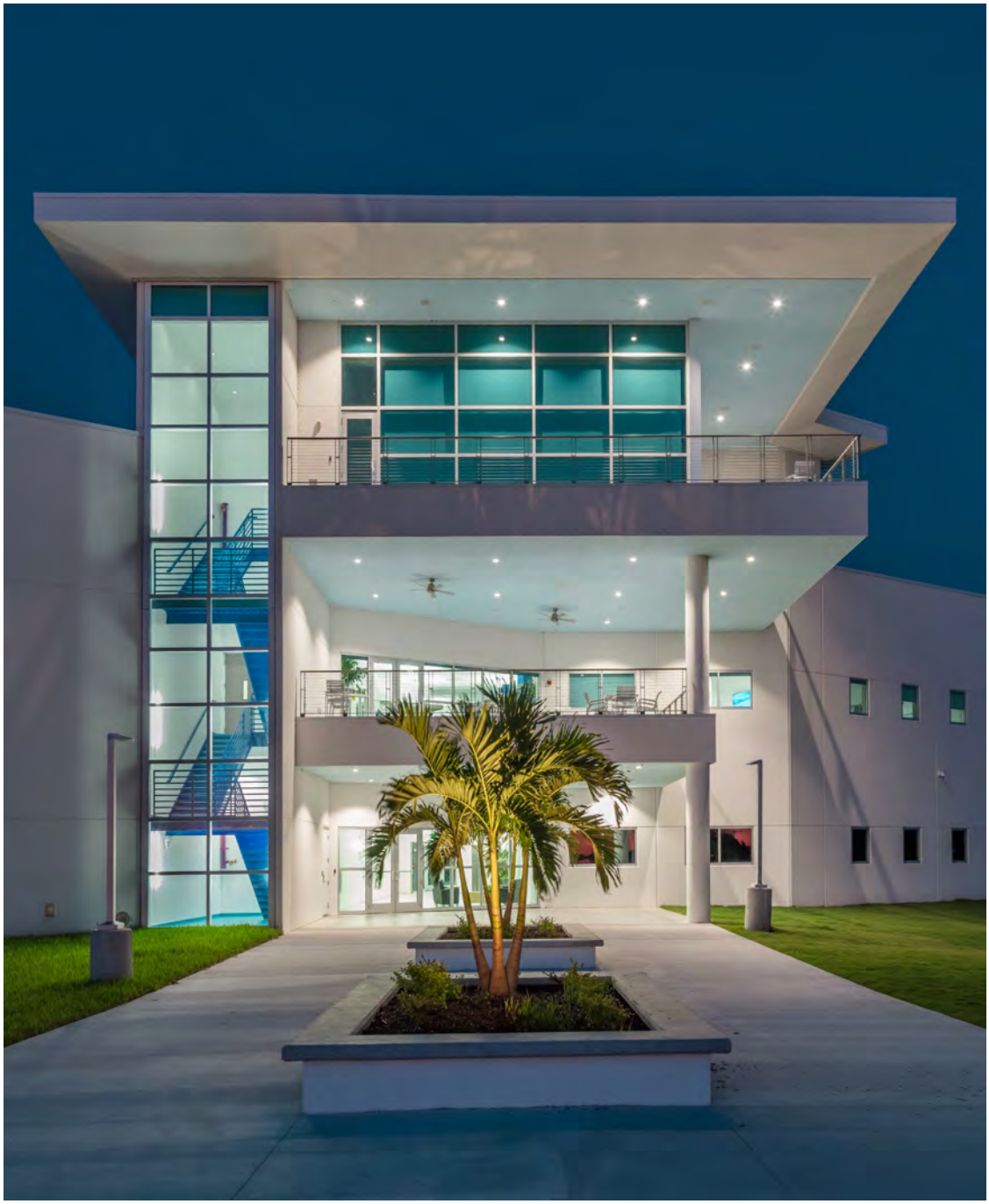
XI.
MINORITY BUSINESS



TANDEM
CONSTRUCTION

Tandem Construction is not a minority business.

PROPOSAL REQUIREMENTS



TANDEM
CONSTRUCTION

PROPOSAL REQUIREMENTS

A. TEAM ORGANIZATION, MANAGEMENT AND GENERAL QUALIFICATIONS

*Please see section **I. Team Proposed for this Project** for Team Project Management Structure.*

- **PRINCIPAL / PROJECT EXECUTIVE:** Brian Leaver
- **SENIOR ESTIMATOR:** Melissa McBride
- **PROJECT MANAGER :** Jodi Crabtree
- **PROJECT SUPERINTENDENT:** Chuck Manahan

The Tandem Project Team proposed on this project are available and ready to manage the Charlotte County Family Services Center. This team will not be substituted without the expressed permission of Charlotte County.

B. WORK PLAN

UNDERSTANDING OF THE PROJECT

This Charlotte County Human Services Project will be constructed at: Family Services Center: 21450 Gibraltar Drive, Port Charlotte, FL.

The park will likely be constructed in two phases as represented in the RFP and past commission meetings. The first will be a year long design and preconstruction phase, and the second will be a year long construction phase. The RFP states that the "All-In" Budget of $9,000,000 will include all project fees for Design, Permitting, Construction, Sitework, and FF&E. The scope of work will include the construction of a new 20,000 SF Multi-purpose building with youth services and community partner's components, Outdoor flex space, indoor gathering spaces, Human Services and Neighborhood Services staff, offices and storage and emergency generator capacity.

The Project offers several additional logistical and planning opportunities:

- The facility will remain open to the public. Hours of Operation: Doors unlock at 7:30am - Staff Stays until 6:00pm
- The facility should consider master planning, with the potential for phasing portions of the master plan based on budgetary requirements

Tandem Recognizes that the Family Services Center is far more than just a local community building. It multiple agencies within its walls including the Boys and Girls Club, Children's Advocacy Center, AARP, Guardian Ad Litem, etc... It offers the multi-purpose components of a school, a camp, a recreation space, an office building, a public gathering space, a garden and MORE. We will approach this project with all of this in mind. Tandem's project-specific expertise will help the county and the project end-users make some very important decisions on how these new facilities are designed and built to support your community. There are many considerations to take into account when planning for this project. Some examples include:

MULTI-PURPOSE GATHERING SPACE

What used to be an old Church at the Family Services center has not been renovated into a public gathering space, a small performance hall, and sometimes can be used as a gym. It will be important to address the uses of this facility and recreate the best options into the new facility. Based on our recent efforts with community-centric Facilities, Tandem will evaluate several key components of the multi-purpose space including the floor systems, seating (if any), HVAC systems and any additional equipment options based on the expected use of the space. We will review how Charlotte County currently maintains their existing facilities to ensure that our suggested construction options are helping the county optimize their long-term maintenance plans.

COMMUNITY CENTER FINISH

Tandem has completed every level and type of Community Facility. This includes spaces that support camps, public meetings, education, recreation and Human Services. Depending on the initial budget analysis, Tandem will be able to provide a wide spectrum of material and equipment options for the County to consider. Being informed of all options is the best way for the County to make good decisions. Examples of this include:

RECREATION FACILITY AIR QUALITY

Having built some of the most recent, local recreation centers in southwest Florida, Tandem will bring our expertise of air quality to the project. We will evaluate the requirements for outside air and provide Charlotte county with cost savings and material options (Duct socks vs. duct work).

SLIP RESISTANT SURFACES

For our children, grandparents or anyone in a rush, it is important to consider all of the uses and potential dangers of a facility being accessed by the community at all times. Tandem has current partnerships with contractors using materials and coatings that promote slip resistant surfaces to mitigate any risk of slip or fall injuries at the new Center.

RECREATION SURFACES

Due to the increasing count of concussion and ligament injuries across the sports industry, indoor and outdoor flooring and recreational surface materials have made huge strides in safety. Tandem's partners will help to identify cost-effective opportunities for Charlotte County to make the right decisions for their community.

Tandem's Project Team has included a very high-level overview of our work program. This summarizes what we expect will be the "anticipated tasks" for the Charlotte County Family Services Center Project. Based on initial meetings held with Charlotte County and their Design Team, this list will evolve to incorporate any additional project goals, objectives and considerations.

OUTLINE OF ANTICIPATED TASKS:

1. Team Orientation
   - Team Integration Meetings with key stakeholders (Community Services, Facilities Construction & Maintenance, Design Team)
   - Establish Communication Protocol and distribute Tandem's PMIS (Project Management Information System) document to establish communication protocol with all Team Members
   - Confirm Project goals, functional requirements and priorities for the project with stakeholders Examples include:
     - Local Hiring
     - Sustainable Construction
     - Community Goals and Occupied Campus Safety Protocols
     - Long Lead Items
     - Environmental Permitting and Controls
     - Master Planning Considerations for site
   - Establish deliverable dates for the Design Phase and Construction Phase

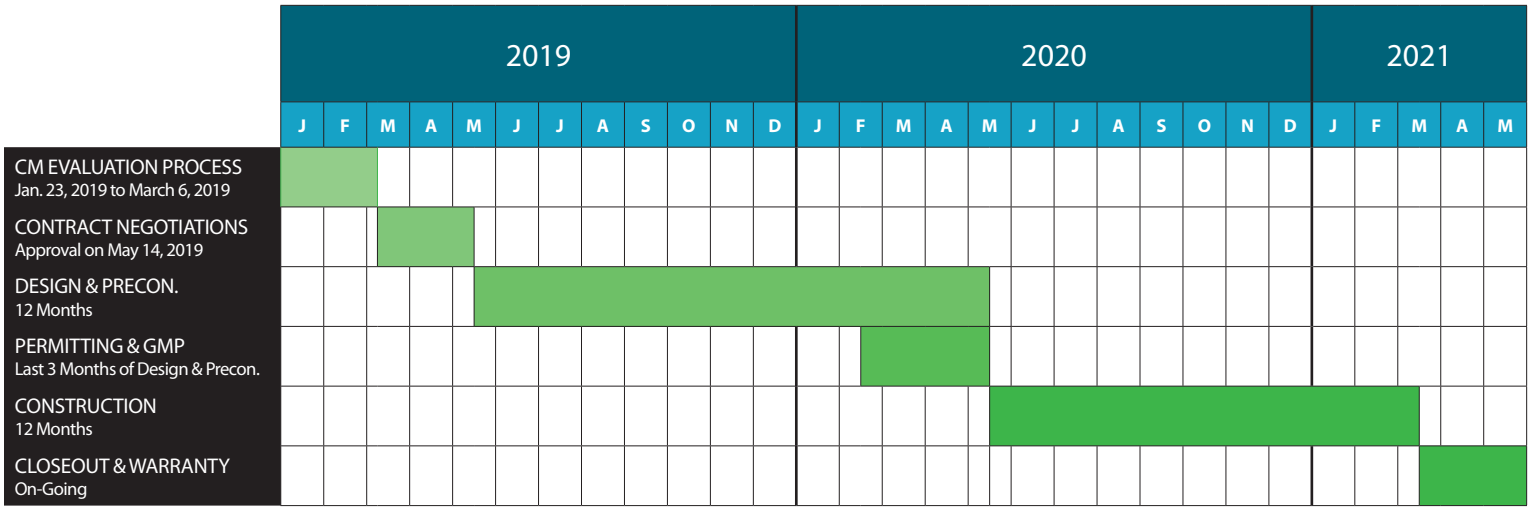
2. Schematic Design Phase
   - Evaluate Project Phasing
     - Evaluate Site and facility Design with consideration of Master Plan
   - Unique Construction Scope Identification and Planning (Playground Equipment, Shade Structures, etc…)
     - Identify and involve Local subcontractors and vendors in budgeting, scheduling and evaluation of design details
   - Confirm Schematic Budget using Historical Data and Local Subcontractor Comparisons
     - Confirm existing site conditions
     - Confirm utility locations/availability
     - Commence value engineering review including input from several appropriate subcontractors
   - Prepare preliminary preconstruction and construction schedules
     - Identify Critical Path Tasks and Milestones
     - Integrate Permitting Requirements and Sequences/Constraints
     - Evaluate Special Environmental Permitting
     - Integrate Charlotte County Review and Approval Protocols
   - Deliverables will include:
     - Preliminary Design Documents
     - Specifications Outline
     - Owner-specific criteria (Environmental and Public Safety considerations, Local Hiring Goals, DPO Opportunities, Sustainable Construction Opportunities, etc…)
     - Schematic Project Schedule
     - Schematic Project Budget report

3. Design Development Phase
   - Design and Constructibility Reviews (2nd Iteration)
   - Confirm Project Phasing / Site Plan
   - Design and Development Budget and Schedule Development
     - Commence Prequalification of Local Subcontractors and Suppliers
     - Confirm Material Availability and Long Lead Items
     - Finalize Structural and MEP systems design
     - Identify Bid Alternates
     - Update Project Schedule
     - Prepare and Deliver the Design Development Report
   - Evaluate the Design Development Scope of Work and the Project Functional Requirements with the Design Development Estimate to determine if changes (additive or deductive) are needed

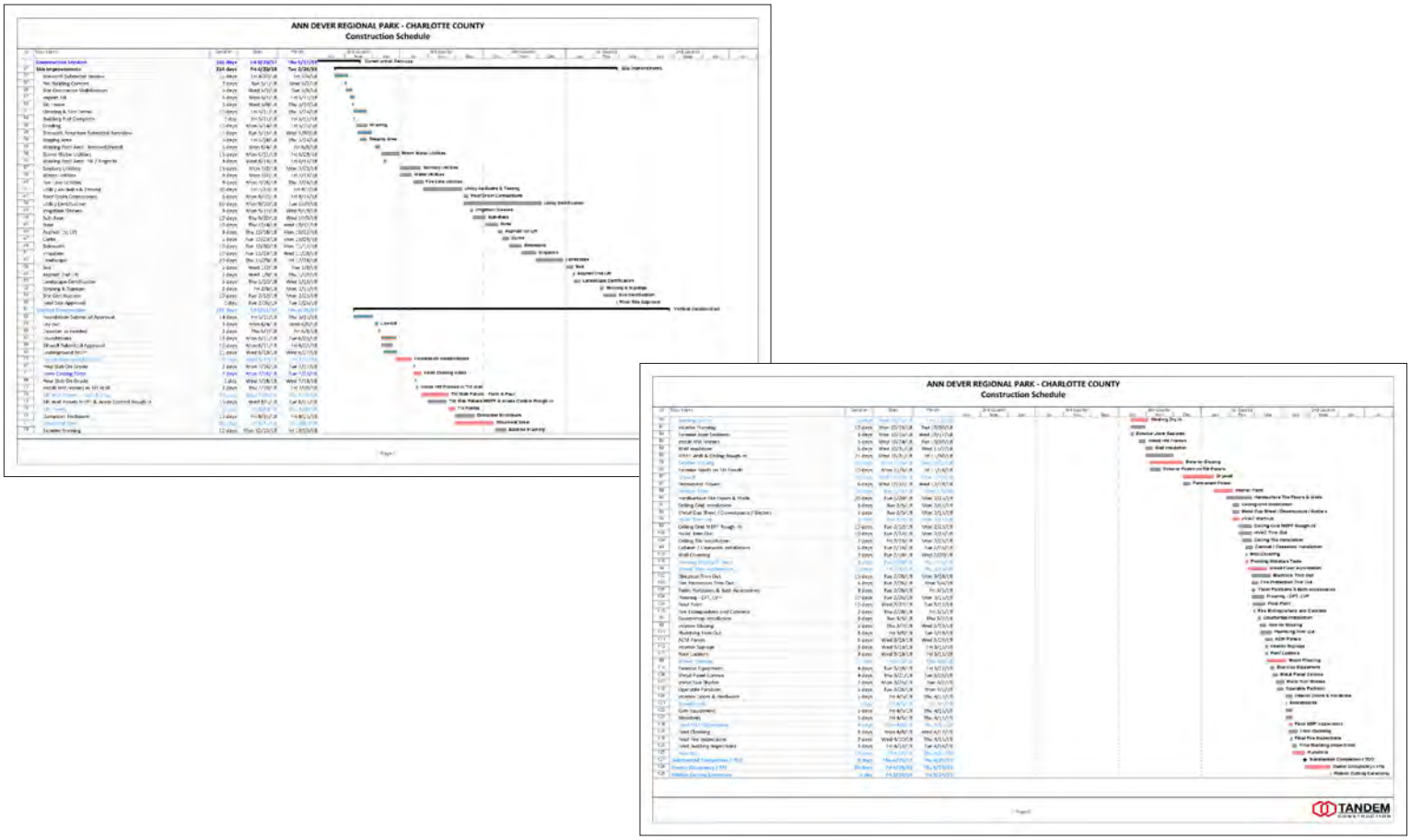
4. Construction Documents (CDs) & GMP Phase
   - Initiate final constructibility and construction document coordination review
   - Apply for Project Permit(s)

- Incorporate Permit comments into scope of work and adjust project budget as required
- Final Bidding with Prequalified Subcontractors
- Prepare and deliver GMP Report for review and approval
- Prepare final construction schedule
- Execute Contract including issuance by Owner of a Notice to Proceed (NTP)

5. Construction Phase
   - Mobilize Site
   - Implement Site Management and Safety Plan
   - Coordinate, Supervise and Manage subcontractors and suppliers
   - Produce Mock-ups for coordination and approval process
   - Provide daily inspection of work and engage quality control protocols
   - Adjust the work sequences and/or tasks as necessary to deliver the project on or ahead of schedule



Tandem has included a conceptual schedule example (below) of the most recent project that we are managing for Charlotte County: The Ann and Chuck Dever Regional Park Recreation Center. This project is 23,000 SF and has a construction budget of around $6 Million.



C. INDIVIDUAL QUALIFICATIONS

*Please see section **II. Proposed Management Plan** in the Construction Evaluation Form for individual qualifications and resumes.*

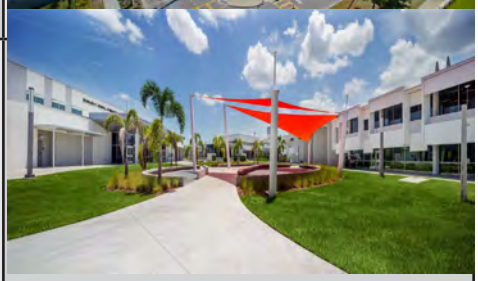
LEAD CONTRACTOR / PROJECT MANAGER:

Jodi Crabtree, Project Manager, will be the lead on this project. Jodi will be the single source of contact / communication on this project. Please see her resume in section II. Proposed Management Plan for her qualifications.

Jodi Crabtree will not be substituted without the express permission of Charlotte County.

D. EXPERIENCE AND REFERENCES

*Please see section **VII. Present Examples of Recently Accomplished Similar Projects** in the Construction Evaluation Form for similar projects.*

REFERENCE LIST		
REFERENCE	PROJECT(S)	
Tommy Scott, Director Charlotte County Community Service 18500 Murdock Circle Port Charlotte, FL 33948-1094 P: (941) 743-1201	• Ann Dever Memorial Park • North Charlotte Regional Park	
Kim Humphrey, Project Manager Sarasota County Government 1001 Sarasota Center Boulevard Sarasota, Florida 34240 P: (941) 861-0890 • F: (941) 861-0775	• Baltimore Orioles Buck O'Neil Training Center • Emergency Operations Center	
Kameron Hodgens, President Glasser Schoenbaum Human Services 1750 17th St. Sarasota, FL 34234 P: (941) 365-4545	• Shapiro Children's Clinic • Patterson Dental • Minor Campus Improvements	
Bruce Patneaude, Director of Operations IMG Academy 5500 34th Street West Bradenton, Florida 34210 P: (941) 755-1000	• Over 30 Projects Completed • IMG Academic Center Addition	
Paul Pitcher, Project Manager The School Board of Sarasota County 7895 Fruitville Road Sarasota, FL 34240 P: (941) 366-6680	• Sarasota High School West Campus	

THE GLASSER/ SCHOENBAUM
HUMAN SERVICES CENTER

"Campus of Caring" Tenant Partner Agencies:

AARP Foundation SCSEP WorkSearch

BAYS Florida

CenterPlace Health

Children's Guardian Fund

Coastal Behavioral Healthcare

Early Learning Coalition of Sarasota County

Epilepsy Services of Southwest Florida

First Step of Sarasota

FND Manasota

Healthy Start Coalition of Sarasota County

Insight Counseling Services

JFCS of the Suncoast

Literacy Council of Sarasota

More Too Life

Parenting Matters

St. Vincent de Paul CARES

Suncoast Partnership to End Homelessness

The Salvation Army

UnidosNow

Monday, February 18th, 2019

Lead Team for the Charlotte County Family Services Center,

During my tenure as the Executive Director/CEO of the Glasser Schoenbaum Human Services Center in Sarasota, I have had the distinct pleasure of working directly with Tandem Construction to manage several capital improvements on our campus. Throughout these engagements, the men and women of Tandem have exceeded our expectations, delivering high quality projects within the proposed schedule and budget on our very active campus.

As you know from your recent tour, our Center is a 5-acre campus that is home to 20 nonprofit health and human services agencies supporting low-income and at-risk adults, children and families. These agencies include AARP, Bay Area Youth Services, Coastal Behavioral Health, Early Learning Coalition of Sarasota County, JFCS of the Suncoast, The Salvation Army, and many others.

Tandem was originally hired to build a new 12,000 SF building addition to our campus. They have since worked with our board and staff to implement several additional improvements throughout the campus. In their capacity as a Construction Manager (CM), Tandem has provided exceptional services during the planning, design, ground breaking, construction, close-out and warranty phases of each project. Members of their team responded quickly and professionally to any inquiry, email, or call throughout the multiple projects.

When engaging with a CM, it was very important for us to consider the agencies that we serve, and to ensure construction would not impact our daily operations. Tandem worked tirelessly to deliver on their promises, providing detailed planning and coordination, logistical updates, and additional safety precautions while on site. They offered proven experience with multiple stakeholder groups during past projects which was well-represented during our time together. And perhaps most importantly, they remain friends and allies of our organization.

It is truly my pleasure to recommend Tandem Construction, without reservation, for anyone considering projects of similar size or complexity. Please feel free to contact me with any additional questions or details.

Sincerely,

Kameron P. Hodgens

Kameron Hodgens, Ph.D.
khodgens@gs-humanservices.org

Congrats on getting to this phase! Please let me know if you need any assistance - happy to help! - K

November 13, 2014

Tandem Construction
Energy Court Center
5391 Lakewood Ranch Blvd. Suite 200
Sarasota, Florida 34240

To Whom it May Concern,

As the Director of Operations at IMG Academy, I am very pleased to provide a recommendation for Tandem Construction to manage Education and Sports/Recreation construction projects. Tandem has completed more than 10 major capital projects for IMG Academy during my tenure, ranging in construction value from $1,000,000 to more than $15,000,000. At every turn, Tandem Construction has consistently delivered exceptional service, on-time and within budget.

Since arriving on our campus in 2011, Tandem has performed work as a General Contractor, Construction Manager and a Design/Builder. Brian Leaver and his team of professionals have partnered with IMG's Staff to ensure our project goals, timelines, and budgets have been met, no questions asked. Even as directives change during a project, they continue to adapt to the situation and provide new solutions.

On Many occasions, we have requested expedited project timelines to accommodate the needs of our athletic and education programs. Although the reason is often different, the solution has been the same. Tandem's ability to respond to our needs by providing Fast-Track Construction services continues to impress our team. As an example, in 2013 Tandem was able to complete our $7,500,00 Multi-Sport Complex in just five months, allowing our Varsity Football team to play their first game of the season on their home field.

Many of these successes can be attributed to the effort and capability of Tandem's Field Management Team. Tandem moved onto our campus in 2011 to manage a small renovation of our existing school. Since then they have been an integral part of our team, managing 3-5 projects at any given time across our east and west campus. They are organized, timely, professional and personable. You won't find a more dedicated group of construction professionals.

Tandem's culture and responsiveness has fit perfectly with our approach to construction at IMG. As our projects grow in size and complexity, Tandem continues to deliver consistent and quality service.

I highly recommend Tandem Construction for challenging construction programs of any size. If you have any questions, please contact me directly at 941 752 2450 or my cell phone 941 447 9668.

Thank you,

Bruce C. Patneaude

Girl Scouts

Girl Scouts of Gulfcoast Florida, Inc.
4780 Cattlemen Road
Sarasota, Florida 34233
F 941-923-5241

Girl Scout Service Center
12651 Girl Scout Lane
Fort Myers, Florida 33913
F 239-561-1906

941-921-5358 or 800-232-4475

P. J. Hayes, Inc
d/b/a Tandem Construction Company
1599 Main Street
Sarasota, FL 34236
(941) 954-1599
(941) 954-5511 fax

The Girls Scouts of Gulfcoast Florida, Inc. recently completed a new headquarters and program center where both buildings are LEED certified. Working with the professionals on this project was one of the most rewarding projects that I have ever been involved. Working with Peter Hayes, owner of Tandem Construction Company; Nathan Renner, project manager; Brad Petz, construction manager; and Guy Peterson, architect, was a wonderful experience for all involved in the project.

Nathan and Brad met with our property manager and a representative from Guy Peterson's office every week to insure that all aspects of the construction were on target. Peter was always a phone call away and always returned calls within a day. All requests were met and project completed to satisfaction.

We decided to be a LEED certified project after the project had begun. The late start was a challenge for Peter and Guy, but they both rose to the occasion and made it happen. Peter, Guy and Nathan made it their business to know everything about the US Green Building requirements and worked with us to complete the goal of LEED certification.

During the capital campaign, Tandem Construction would allow us to bring donors to the site and wear hard hats, which helped us reach our fundraising goals. As we neared the end of the project with a guaranteed date of completion, Tandem construction crew worked around the clock to meet the deadline. Even Peter Hayes was spotted on a ladder painting the walls to ensure timely completion.

We have now been in the office 18 months and Peter will still help with any issue that we experience in the building. I could not ask for better support than the council received from Tandem Construction. I would certainly use them again; it was the right choice for our council.

I highly recommend Tandem Construction, and they have a lead on understanding LEED certification after completing our LEED buildings.

Sincerely,

Sandi Stewart

Sandi Stewart, CGSEO
CEO

SARASOTA County Schools

Paul J. Pitcher, Project Manager
Construction Services Department
Paul.Pitcher@SarasotaCountySchools.net
1960 Landings Blvd., Sarasota, FL 34231
941-927-9000

November 16, 2015

To Whom It May Concern

Subject: Letter of Recommendation

Tandem Construction has been chosen numerous times to perform Construction Management Services for Sarasota County Schools. They have proven to be an exceptional partner in the construction projects they have managed for the School Board and have always performed beyond expectations. I personally have been the Owner's Representative on two projects with Tandem Construction. A HVAC Renovation Project at Taylor Ranch Elementary School and currently the Renovation and New Construction at Sarasota High School. They have also recently finished a renovation project on our Laurel Nokomis campus, the only K-8 school in our district.

They are well versed in performing projects on operating campuses and always put the needs of the school and of the students first. They take a comprehensive approach to the planning associated with phased construction and always take into account, student safety, construction traffic flow, potential impact to the student environment and the ever changing needs of the school.

They work exceptionally well with the Project Architects, Engineers and Subcontractors to insure the job is being performed within the contracted budget and within the established construction schedule.

Through my experience with working with Tandem Construction, I can recommend them, without hesitation, to perform Construction Management Services for educational facilities, from renovation projects to new construction.

Sincerely,

Paul J. Pitcher
Project Manager
Construction Services Department
Sarasota County Schools
941-361-6680

New College
THE HONORS COLLEGE of Florida

Facilities, Planning & Construction

July 7, 2014

To Whom It May Concern

Subject: Letter of Recommendation

This letter is to recommend Tandem Construction for construction management services.

The New College of Florida (NCF) is the Honor's College of the State of Florida University System with an enrollment is approximately 750 students. NCF has selected Tandem Construction as one of their continuing services construction management firms. Most of the projects NCF builds are special type projects, such as, constructing a new seawall, dock and promenade, combining the NCF and FSU/Ringling Museum Chilled Water Plants, or renovating the campus food service facility.

Time and again, Tandem has provided NCF with the most experienced and qualified construction management teams. However, the most impressive attribute of Tandem Construction is the dedication it has to its customers. Tandem's project managers and superintendents take a comprehensive approach to making sure all the details involved in a project get covered and that all options are provided in a timely manner so the customer can make informed decisions. Tandem works hard to make the customer's project a success for the customer not just for itself.

I can strongly recommend Tandem Construction to any institution of higher education that is in need of construction management services.

Sincerely,

David B. Houghton
Project Manager
Office of Facilities Planning and Construction
New College of Florida
(941) 487-4690
dhoughton@ncf.edu

REQUIRED FORMS & AFFIDAVITS

TANDEM
CONSTRUCTION

REQUIRED FORMS & AFFIDAVITS

PART IV - SUBMITTAL FORMS
PROPOSAL SUBMITTAL SIGNATURE FORM

1.	Project Team Name and Title	Years experience	City of office individual will work out of for this project	City individual's office is normally located	City of individual's residence
	Brian Leaver, Project Executive	Tandem: 19 Years Total: 24 Years	Sarasota, Florida	Sarasota, Florida	Sarasota, Florida
	Jodi Crabtree, Project Manager	Tandem: 8 Year Total: 8 Years	Sarasota, Florida	Sarasota, Florida	Sarasota, Florida
	Melissa McBride, Sr. Estimator	Tandem: 7 Years Total: 27 Years	Sarasota, Florida	Sarasota, Florida	Bradenton, Florida
	Chuck Manahan, Project Superintendent	Tandem: 16 Years Total: 36 Years	Sarasota, Florida	Sarasota, Florida	Sarasota, Florida
	A.J. Fritsch, Quality Control	Tandem: 1 Year Total: 18 years	Sarasota, Florida	Sarasota, Florida	Sarasota, Florida
	Renee Galto, Project Accountant	Tandem: 13	Sarasota, Florida	Sarasota, Florida	Sarasota, Florida
	Ruth Richardson, Contract Administrator	Tandem: 9	Sarasota, Florida	Sarasota, Florida	North Port, Florida

2.	Magnitude of Company Operations	
	A) Total professional services fees received within last 12 months:	$ Revenue: $60,966,861 Gross Profit: $3,685,279
	B) Number of similar projects started within last 12 months:	3
	C) Largest single project to date:	$ $108,637,782 - Braves Spring Training

3.	Magnitude of Charlotte County Projects	
	A) Number of current or scheduled County Projects	2
	B) Payments received from the County over the past 24 months (based upon executed contracts with the County).	$ $6,653,281.49

4.	Sub-Consultant(s) (if applicable)	Location	% of Work to be Provided	Services to be Provided
	Not Applicable			

5.	Disclosure of interest or involvement: List below all private sector clients with whom you have an active pending contract and who have an interest within the areas affected by this project. Also, include any properties or interests held by your firm, or officers of your firm, within the areas affected by this project.	
	Firm Not Applicable	Address
	Phone #	Contact Name
	Start Date	Ending Date
	Project Name/Description	

NAME OF FIRM P. J. Hayes Inc., dba Tandem Construction

(This form must be completed and returned)

6. Minority Business: Yes _____ No X
The County will consider the firm's status as an MBE or a certified MBE, and also the status of any sub-contractors or sub-consultants proposed to be utilized by the firm, within the evaluation process.
Comments or Additional Information:
Not Applicable

The undersigned attests to his/her authority to submit this proposal and to bind the firm herein named to perform as per contract, if the firm is awarded the Contract by the County. The undersigned further certifies that he/she has read the Request for Proposal, Terms and Conditions, Insurance Requirements and any other documentation relating to this request and this proposal is submitted with full knowledge and understanding of the requirements and time constraints noted herein.

By signing this form, the proposer hereby declares that this proposal is made without collusion with any other person or entity submitting a proposal pursuant to this RFP.

As Addenda are considered binding as if contained in the original specifications, it is critical that the Consultant acknowledge receipt of same. The submittal may be considered void if receipt of an addendum is not acknowledged.

Addendum No. 1 Dated 2/15/19 Addendum No._____ Dated_____ Addendum No._____ Dated_____

Addendum No._____ Dated_____ Addendum No._____ Dated_____ Addendum No._____ Dated_____

Type of Organization (please check one):

INDIVIDUAL (_)
PARTNERSHIP (_)
CORPORATION (X)
JOINT VENTURE (_)

P. J. Hayes Inc., dba Tandem Construction
Firm Name

(941) 954-1599
Telephone

(941) 954-5511
Fax

Tandem Construction
Fictitious or d/b/a Name

59-2349945
Federal Employer Identification Number (FEIN)

5391 Lakewood Ranch Blvd. North, Suite 200
Home Office Address

Sarasota, Florida 34240
City, State, Zip

39 Years
Number of Years in Business

Not Applicable
Address: Office Servicing Charlotte County, other than above

Brian Leaver, Sr. Vice President / Sr. Project Manager
Name/Title of your Charlotte County Rep.

(941) 954-1599
Telephone

(941) 954-5511
Fax

Brian M. Leaver, Sr. Vice President / Sr. Project Manager
Name/Title of Individual Binding Firm (Please Print)

Signature of Individual Binding Firm

February 20, 2019
Date

brian.leaver@tandemconstruction.com
Email Address

(This form must be completed & returned)

PURCHASING DIVISION

Charlotte County Administration Center
18500 Murdock Circle, Suite 344
Port Charlotte, Florida 33948-1094

Phone 941.743.1378
Fax 941.743.1384

TO: PROSPECTIVE PROPOSERS

DATE: February 15, 2019

RE: ADDENDUM #1, RFP NO. 2019000232
CONSTRUCTION MANAGER AT RISK, FAMILY SERVICES CENTER

PROPOSAL DUE DATE: 5:00 p.m. (EST), FEBRUARY 20, 2019

Firms are hereby notified that this addendum shall be made a part of the above-named proposal and contract documents. The following is issued to revise/clarify the proposal and contract documents, and these items shall have the same force and effect as the original proposal and contract documents. Proposals to be submitted on the above-specified date at Purchasing shall conform to the revisions and clarifications as listed herein.

ITEM # 1 CLARIFICATION

Page 13, VII. Delete B. Recent, current and projected workload.

This addendum is binding and is to be considered as if contained within the original proposal documents of RFP No. 2019000232. Firms are required to acknowledge receipt of this addendum on their proposal forms.

K A Corbett

Kimberly A. Corbett, C.P.M., CPPB
Senior Division Manager - Purchasing

/ca

cc: Travis Perdue, Project Manager
Clerk of the Circuit Court
File

AFFIDAVIT

Proposer affirms that information provided as it relates to Location & Facilities of Working Office is true and meets the definition and criteria as defined below:

Local office means the company has a valid Business Tax License issued by Charlotte County, Sarasota County or DeSoto County for at least 6 months prior to the proposal submission to do business within Charlotte County, Sarasota County or DeSoto County that authorizes the business to provide the services, and a physical business address located within the limits of Charlotte County, Sarasota County or DeSoto County from which the company operates or performs business. Post Office Boxes are not verifiable and shall not be used for the purpose of establishing said physical address. In addition to the foregoing, a company shall not be considered having a "Local Office" unless it contributes to the economic development and well-being of Charlotte County, Sarasota County or DeSoto County in a verifiable and measurable way (as identified by the criteria below). Also, companies must demonstrate and document the in-County/in-office capability and availability of the personnel working in the local office and the type of services performed at this location that is pertinent to the type of project. Companies shall affirm in writing their compliance with the foregoing at the time of submitting their proposal to be eligible for consideration as having a "Local Office". A company who misrepresents the local preference status of its company in a proposal to the County will lose the privilege to claim local preference for a one year period.

Please identify below by placing a checkmark next to the appropriate criteria and related points. Also, provide any documentation that substantiates the information given in this affidavit. Charlotte County reserves the right to request supporting documentation as evidence to substantiate the information given in this affidavit. Failure to do so will result in the proposer's submission being deemed non-responsive.

Location & Facilities of Working Office:

Length of time "Local Office" established:

X Local Office has been established more than 3 years	15 Points
__ Local Office has been established between 1 to 3 years	10 Points
__ Local Office has been established between 6 months to 1 year	5 Points
__ Local Office has been established less than 6 months	0 Points

Location of "Local Office":

X Headquarters located within the boundaries of Charlotte, Sarasota, or DeSoto County	20 Points
__ Satellite office located within the boundaries of Charlotte, Sarasota, or DeSoto County	15 Points
__ No local office presence	0 Points

Residencies of personnel which live in Charlotte, Sarasota or DeSoto County and are employed with the Prime Firm's Office; the Prime Firm's Office is defined as the office performing the services for this project:

X 50 % or more live in Charlotte, Sarasota or DeSoto County *	5 Points
__ 25 % to 49 % live in Charlotte, Sarasota or DeSoto County *	3 Points
__ Up to 25 % live in Charlotte, Sarasota or DeSoto County *	2 Points
__ None of the personnel live in Charlotte, Sarasota or DeSoto County	0 Points

*Personnel Affidavit attached to be completed by each person living in Charlotte, Sarasota or DeSoto County.

NAME OF FIRM P. J. Hayes Inc., dba Tandem Construction

(This form must be completed and returned)

Affidavit Cont'd:

Use of Local Sub-Consultants (Sub-Consultants meeting "Local Office" definition):

__Local Sub-Consultants on team with Prime	10 Points
X Local Prime is performing all services in-house	10 Points
__No local Sub-Consultants on team	0 Points

Sub-Consultant Name: _____

Address: _____

****

Company Name: P.J. Hayes Inc., dba Tandem Construction

Signature: _____

Title: Sr. Vice President

Year Business Established: 1980 Circle the appropriate County: Charlotte DeSoto Sarasota

State of Florida
County of SARASOTA

Sworn to and subscribed before me, a Notary Public, for the above State and County on this 20th Day of February, 2019.

_____ _____
Notary Public Commission Expiration

LAUREN PROBST
MY COMMISSION # GG 035142
EXPIRES: October 8, 2020
Bonded Thru Notary Public Underwriters

(Affix Official Seal)

The signee of this Affidavit guarantees, as evidenced by the sworn affidavit required herein, the truth and accuracy of this affidavit to interrogatories hereinafter made.

(This form must be completed & returned)

PERSONNEL AFFIDAVIT

The undersigned affiant says as an employee of the proposer listed below that "I live within the boundaries of Charlotte County, Sarasota County or Desoto County".

Proposer / Company Name: P.J. Hayes, Inc. DBA Tandem Construction

Request for Proposal Number: 2019000232

Title of Project: Construction Manager at Risk Family Services Center

Circle the appropriate County: Charlotte DeSoto Sarasota

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: Peter Hayes

Signature:

Title: President

WITNESSES:

Signed By: Lauren Probst

Print Name: Lauren Probst

Date: 02/05/19

Signed By: Terie Leonard

Print Name: Terie Leonard

Date: 2/5/19

PERSONNEL AFFIDAVIT

The undersigned affiant says as an employee of the proposer listed below that "I live within the boundaries of Charlotte County, Sarasota County or Desoto County".

Proposer / Company Name: P.J. Hayes, Inc. DBA Tandem Construction

Request for Proposal Number: 2019000232

Title of Project: Construction Manager at Risk Family Services Center

Circle the appropriate County: Charlotte DeSoto Sarasota

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: BRIAN M. LEAVER

Signature:

Title: SR. VICE PRESIDENT

WITNESSES:

Signed By:

Print Name: Casey Schick

Date: 2/4/19

Signed By:

Print Name: Lauren Probst

Date: 2/4/19

PERSONNEL AFFIDAVIT

The undersigned affiant says as an employee of the proposer listed below that "I live within the boundaries of Charlotte County, Sarasota County or Desoto County".

Proposer / Company Name: P.J. Hayes, Inc. DBA Tandem Construction

Request for Proposal Number: 2019000232

Title of Project: Construction Manager at Risk Family Services Center

Circle the appropriate County: Charlotte DeSoto Sarasota

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: JODI CRABTREE

Signature: Jodi Crabtree

Title: Project Manager

WITNESSES:

Signed By: [illegible]

Print Name: Christian Hick

Date: 2/4/19

Signed By: Lauren Probst

Print Name: Lauren Probst

Date: 2-4-19

PERSONNEL AFFIDAVIT

The undersigned affiant says as an employee of the proposer listed below that "I live within the boundaries of Charlotte County, Sarasota County or Desoto County".

Proposer / Company Name: P.J. Hayes, Inc. DBA Tandem Construction

Request for Proposal Number: 2019000232

Title of Project: Construction Manager at Risk Family Services Center

Circle the appropriate County: Charlotte DeSoto Sarasota

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: CHARLES S. MANAHAN

Signature: C S Manahan

Title: PROJECT SUPERINTENDENT

WITNESSES:

Signed By: Lauren Prdst

Print Name: Lauren Prdst

Date: 2/4/19

Signed By: A Jacobson

Print Name: Amanda Jacobson

Date: 2-4-19

PERSONNEL AFFIDAVIT

The undersigned affiant says as an employee of the proposer listed below that "I live within the boundaries of Charlotte County, Sarasota County or Desoto County".

Proposer / Company Name: P.J. Hayes, Inc. DBA Tandem Construction

Request for Proposal Number: 2019000232

Title of Project: Construction Manager at Risk Family Services Center

Circle the appropriate County: Charlotte DeSoto Sarasota

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: Brad Petz

Signature:

Title: Project Superintendent

WITNESSES:

Signed By:

Print Name: Casey Schick

Date: 2/4/19

Signed By: Lauren Probst

Print Name: Lauren Probst

Date: 2/4/19

PERSONNEL AFFIDAVIT

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Circle the appropriate County: Charlotte DeSoto Sarasota

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: C NATHAN RENNER

Signature: C Nathan Renner

Title: SR PROJECT MANAGER

WITNESSES:

Signed By: Lauren Pedost

Print Name: LAUREN PEDOST

Date: 2-4-19

Signed By: Teri Leonard

Print Name: Teri Leonard

Date: 2/4/19

PERSONNEL AFFIDAVIT

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Title of Project: Construction Manager at Risk Family Services Center

Circle the appropriate County: Charlotte DeSoto Sarasota

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: Steven Arrington

Signature:

Title: Senior PM

WITNESSES:

Signed By:

Print Name: Casey Schick

Date: 2/4/19

Signed By: Lauren Probst

Print Name: Lauren Probst

Date: 2/4/19

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Circle the appropriate County: Charlotte DeSoto Sarasota

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Employee Name: Jerry Schoenholtz

Signature: _____

Title: Project Manager

WITNESSES:

Signed By: Lauren Prdost

Print Name: Lauren Prdost

Date: 2-4-19

Signed By: Melissa McBride

Print Name: Melissa McBride

Date: 2-4-19

PERSONNEL AFFIDAVIT

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Employee Name: Matthew Sims

Signature: Matthew Sims

Title: Project Manager

WITNESSES:

Signed By: Lauren Pridgt

Print Name: Lauren Pridgt

Date: 2/4/19

Signed By: Terie Leonard

Print Name: Terie Leonard

Date: 2/4/19

PERSONNEL AFFIDAVIT

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Circle the appropriate County: Charlotte DeSoto Sarasota

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: Kent Hayes

Signature: [illegible]

Title: Dir. of Client Services

WITNESSES:

Signed By: Lauren Probst

Print Name: Lauren Probst

Date: 2/4/19

Signed By: Melissa McBride

Print Name: Melissa McBride

Date: 2/4/19

PERSONNEL AFFIDAVIT

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Circle the appropriate County: Charlotte DeSoto Sarasota

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: Dan Harris

Signature: Dan Harris

Title: Controller

WITNESSES:

Signed By: Lauren Probst

Print Name: Lauren Probst

Date: 2/4/19

Signed By: Melissa McBride

Print Name: Melissa McBride

Date: 2/4/19

PERSONNEL AFFIDAVIT

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Request for Proposal Number: 2019000232

Title of Project: Construction Manager at Risk Family Services Center

Circle the appropriate County: Charlotte DeSoto Sarasota

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: GABRIELA KANIUGA

Signature: [signature]

Title: ASSISTANT PROJECT MANAGER

WITNESSES:

Signed By: [signature]

Print Name: Rochelle Brooks

Date: 2-5-19

Signed By: [signature]

Print Name: Michael Gill

Date: 2/5/19

PERSONNEL AFFIDAVIT

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Request for Proposal Number: 2019000232

Title of Project: Construction Manager at Risk Family Services Center

Circle the appropriate County: Charlotte DeSoto Sarasota

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: Kristyna Lannon

Signature: [illegible]

Title: Asst. PM

WITNESSES:

Signed By: [illegible]

Print Name: Casey Schick

Date: 2/4/19

Signed By: Lauren Probst

Print Name: LAUREN PROBST

Date: 2/4/19

PERSONNEL AFFIDAVIT

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Title of Project: Construction Manager at Risk Family Services Center

Circle the appropriate County: Charlotte DeSoto Sarasota

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Employee Name: GARY SHORTALL

Signature: Gary Shortall

Title: PROJECT SUPERINTENDENT

WITNESSES:

Signed By: Lauren Probst

Print Name: Lauren Probst

Date: 2/4/19

Signed By: Melissa McBride

Print Name: Melissa McBride

Date: 2/4/19

PERSONNEL AFFIDAVIT

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Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: MARK ROMANCE

Signature: [signature]

Title: PROJECT SUPERINTENDENT

WITNESSES:

Signed By: Lauren Probst

Print Name: Lauren Probst

Date: 2/5/19

Signed By: Teri Leonard

Print Name: Teri Leonard

Date: 2/5/19

PERSONNEL AFFIDAVIT

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Request for Proposal Number: 2019000232

Title of Project: Construction Manager at Risk Family Services Center

Circle the appropriate County: Charlotte DeSoto Sarasota

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: Lyle Shortall

Signature:

Title: Superintendent

WITNESSES:

Signed By: Lauren Probst

Print Name: Lauren Probst

Date: 2/4/19

Signed By: A Jacobson

Print Name: Amanda Jacobson

Date: 2-4-19

PERSONNEL AFFIDAVIT

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Circle the appropriate County: Charlotte DeSoto Sarasota

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: Kevin Coose

Signature: Kevin Coose

Title: Project Superintendent

WITNESSES:

Signed By: Lauren Probst

Print Name: Lauren Probst

Date: 2/4/19

Signed By: [illegible]

Print Name: Amanda Jacobson

Date: 2-4-19

PERSONNEL AFFIDAVIT

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Title of Project: Construction Manager at Risk Family Services Center

Circle the appropriate County: Charlotte DeSoto Sarasota

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: Chris Higgins

Signature:

Title: Asst. Superintendent

WITNESSES:

Signed By:

Print Name: Casey Schick

Date: 2/4/19

Signed By: Lauren Probst

Print Name: Lauren Probst

Date: 2/4/19

PERSONNEL AFFIDAVIT

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Circle the appropriate County: Charlotte DeSoto Sarasota

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: Justin Blakley

Signature: JustiBlakley

Title: Project Foreman

WITNESSES:

Signed By: Lauren Pabst

Print Name: Lauren Pabst

Date: 02/06/19

Signed By: Linda Rizzo

Print Name: Linda Rizzo

Date: 2/6/19

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Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: Amanda Jacobson

Signature:

Title: Project Accountant

WITNESSES:

Signed By: Nathan Rennerz

Print Name: NATHAN RENNERZ

Date: 2.4.19

Signed By: Lauren Frost

Print Name: Lauren Frost

Date: 2-4-19

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Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: Casey Schick

Signature:

Title: Contract Admin

WITNESSES:

Signed By: Lauren Predst

Print Name: Lauren Predst

Date: 2/4/19

Signed By:

Print Name: Amanda Jacobson

Date: 2-4-19

PERSONNEL AFFIDAVIT

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Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: Jennifer Smart

Signature: Jennifer Smart

Title: Contract administrator

WITNESSES:

Signed By: Lauren Probst

Print Name: Lauren Probst

Date: 2/4/19

Signed By: A Jacobson

Print Name: Amanda Jacobson

Date: 2-4-19

PERSONNEL AFFIDAVIT

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Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: Linda Rizzo

Signature: Linda Rizzo

Title: CA

WITNESSES:

Signed By: Lauren Pabst

Print Name: Lauren Pabst

Date: 2/4/19

Signed By: Melissa McBride

Print Name: Melissa McBride

Date: 2/4/19

PERSONNEL AFFIDAVIT

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Title of Project: Construction Manager at Risk Family Services Center

Circle the appropriate County: Charlotte DeSoto Sarasota

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: Terie Leonard

Signature: Terie Leonard

Title: Preconstruction Administrator

WITNESSES:

Signed By: [illegible]

Print Name: Amanda Jacobson

Date: 2-4-19

Signed By: Lauren Probst

Print Name: Lauren Probst

Date: 2-4-19

DRUG FREE WORKPLACE FORM

The undersigned vendor in accordance with Florida Statute 287.087 hereby certifies that P. J. Hayes Inc., dba Tandem Construction does:
(name of business)

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).

4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.

6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

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

Proposer's Signature

February 20, 2019
Date

END OF PART IV

(This form must be completed & returned)

FPC
FLORIDA PREMIER CONTRACTORS

ORIGINAL

CM @ Risk-Family Services Center
RFP NO. 2019000232

Florida Premier Contractors, LLC
3691 Tamiami Trail
Punta Gorda, FL 33950 / (P) 941-205-1400 / (F) 941-205-1401
Robert Humpel, President / Email: rhumpel@fpcbuilds.com

Florida Premier Contractors, LLC
3691 Tamiami Trail
Punta Gorda, FL 33950 / 941-205-1400 / 941-205-1401
General Email: Admin@FPCbuilds.com

February 20th, 2019

RE: CM @ Risk-Family Services Center
RFP NO. 2019000232

Senior Division Manager – Purchasing
Charlotte County Administration Complex
18500 Murdock Circle, Suite 344
Port Charlotte, FL 33948-1094

Dear Carrie, Travis & Travis

It is our pleasure to present Florida Premier Contractors' (FPC) qualifications to be your Construction Manager for the Family Services Center project.

In this cover letter, I would like to highlight a few of the important elements of our team, which are more fully detailed in the accompanying RFP response.

Experience with Charlotte County

A prior working relationship with the Client ensures that any project will run smoothly. FPC's team members have a 15+ year history of working with Charlotte County. Equally important, we have several current and recently completed projects with the County. Below I have listed 3 of FPC's Charlotte County projects that I feel speak to our specific qualifications for the Family Services Center.

- West County Annex: Completed Summer 2018- **2 months early, $1,000,000 under budget**
- Sheriff's District 1 Headquarters: Completed Spring 2017-**1 *month early, $145,000 under budget***
- County Annual Construction Management @ Risk Contract-**On going, multi-year project**

Why do these projects matter to the Family Services Center?

- The County has discussed using the West County Annex design as a "prototype" that can be easily adapted for use as the Family Services Center. This makes sense, as both buildings are the same size, house multiple departments or agencies, and serve a wide range of citizens within our community. In FPC's role as the construction manager on the Annex we helped refine the design to make it more efficient and cost effective, while still meeting all the program needs. FPC finished the Annex 2 months early and returned $1,000,000 in savings to the County. We will bring this same dedication to the Family Services Project.
- Both the West County Annex and the Family Services Center are phased projects, on occupied sites, where the existing buildings must remain operational until the new building is complete. FPC developed a phasing strategy on the Annex project that resulted in no disruption to the ongoing operation, saved money by eliminating "temporary" parking requirements, and expedited the schedule. A similar strategy will be developed for the Family Services project. In fact, we have included 2 potential options in the detailed proposal.
- The District 1 Sheriff's HQ relates to the Family Services Center because it is an office/administrative

Florida Premier Contractors, LLC
3691 Tamiami Trail
Punta Gorda, FL 33950 / 941-205-1400 / 941-205-1401
General Email: Admin@FPCbuilds.com

building that houses multiple functions within the Sheriff's department. Granted, all the functions relate to one department. However, FPC played a critical role in the planning efforts to ensure all needs were met without creating unneeded and expensive redundant spaces. More importantly, this project was initially severely over budget. FPC worked diligently with the Architect and the County to identify ways to lower the construction costs and get the facility built within the County's budget without compromising the needs of the CCSO. Ultimately the project was completed early and $145,000 under budget. We will work just as hard to ensure that the Family Services Center meets all its program goals and is still a cost-effective building for the County.

- FPC was selected as the construction manager for a 5-year Annual Construction Management Contract to repair, renovate and upgrade hundreds of buildings within the County. We are currently in the 3rd fiscal year of this contract and have completed millions of dollars of work, all of which has occurred in occupied buildings that remained functional throughout the work. We've replaced the mortuary coolers for the medical examiner, completed projects within the County jail and are in the midst of renovating all the public restrooms in the Murdock 5-story building. We are used to working around existing operations and avoiding any impacts to the staff or public. We will not dispupt the ongoing operations of the Family Services Center during construction.

FPC IS FULLY VESTED IN CHARLOTTE COUNTY

As the only commercial construction management firm headquartered in Charlotte County, I feel FPC has a vested interest in improving our community. While this may seem intangible, the fact that many of our employees serve on boards, committees, charities and support local initiatives speaks to our commitment to the county that we call home. We take pride in building buildings that are located in the town we call home, and in the case of the Family Services Center, serve vital needs of our community.

FPC TREATS ITS PROJECTS LIKE PARTNERSHIPS

Since 2003 I have been almost continuously involved with projects for Charlotte County. I have personally worked with 4 different Charlotte County facilities directors and their staffs, as have many of FPC's employees. The key to our many successful projects is based in the fact that we are open and honest with our customers and treat every project like a partnership. For the project to be a success, all members of the team must be successful. FPC never puts our needs ahead of the needs of the project and we are committed to using this proven approach to ensure the success of the Family Services Center.

As always, thank you for the opportunity to, once again, be of service to Charlotte County.

Respectfully Submitted,

Florida Premier Contractors, LLC.

Robert J. Humpel
President

I TEAM PROPOSED FOR THIS PROJECT

A. Background of the personnel
   1. Project Manager
   2. Key Personnel
   3. Consultants
   4. Staffing levels and positions proposed

II. PROPOSED MANAGEMENT PLAN

A. Team Organization
   1. Pre-Construction Phase
   2. Construction Phase
B. Resumes

III. PREVIOUS EXPERIENCE OF TEAM PROPOSED FOR THIS PROJECT

A. Describe like projects
B. Permitting experience with environmental impact
C. Working with designers keeping project within fixed budget

IV. LOCATION/FACILITIES OF WORKING OFFICE(S) THAT WILL PROVIDE STAFF FOR THIS PROJECT

A. Length of time "Local Office" established
B. Location of "Local Office"
C. Residencies of personnel which live in Local Preference Area
D. Use of local sub-consultants

V. PROJECT CONTROL

A. What techniques are planned assuring schedule is met?
B. What cost control techniques are planned for design?
C. Demonstrate ability preparing accurate estimates.
D. What is the communication process with citizens at the jobsite?
E. Recent, current and projected workload

VI. PRESENT PROPOSED APPROACH FOR THIS PROJECT

A. What's your approach to constructability and bidding?
B. What challenges do you anticipate and how do you propose to resolve them?
C. What methods will you employ to ensure Charlotte County receives a quality project?

FLORIDA PREMIER CONTRACTORS

VII. PRESENT EXAMPLES OF RECENTLY ACCOMPLISHED SIMILAR PROJECTS

A. Describe the projects to demonstrate.
   1. Overcoming challenging schedule and cost control.
   2. Any additional construction costs caused by design deficiencies, not program changes.
   3. Construction problems and means taken to resolve.
   4. Communication with design team during both pre-construction and construction phases.
   5. Methods for incorporating sustainability and green building practices in the Construction Management process

VIII. DESCRIBE YOUR EXPERIENCE AND CAPABILITIES IN THE FOLLOWING AREAS

A. Multiple Organization Government Facilities
B. Cost Analysis and Control including value engineering
C. Critical Path Method
D. Pre-construction services with a focus on minimizing cost while maximizing scope
E. Permitting within Charlotte County

IX. VOLUME OF WORK – TOTAL OF PAYMENTS RECEIVED FROM COUNTY WITHIN THE 24 MONTHS*

X. LITIGATION – HAVE YOU BEEN NAMED AS A DEFENDANT OR CO-DEFENDANT IN A LAWSUIT IN THE LAST FIVE YEARS

XI. MINORITY BUSINESS

FPC
FLORIDA PREMIER CONTRACTORS

Section I

TEAM PROPOSED FOR THIS PROJECT

FLORIDA PREMIER CONTRACTORS

I. TEAM PROPOSED FOR THIS PROJECT

FPC's CM Team

Our team has worked together since 2003

Each member of our team has been involved with numerous Charlotte County Projects

Our team is 100% based in Charlotte County

Our HQ's is located in Charlotte County

Florida Premier Contractors (FPC) is a full-service Construction Management (CM) firm founded and headquartered in Charlotte County. FPC President, Rob Humpel, along with the majority of FPC's key staff have been extensively involved in Commercial and Governmental projects in Charlotte County for the past 15 years.

FPC's team for this project is *100% local and works out of our Punta Gorda headquarters*. In addition, this project won't be the first time our team members have worked together. The entire FPC organization is comprised of individuals who have worked together previously. The team that will be assigned to the Family Services project will be led by Rob Humpel and will include Carlton Hughes-VP of Operations, Ed Borowski-Project Superintendent, and Crystal Stott-Project Manager. Rob, Carlton, Ed & Crystal have been working together in Charlotte County, **on Charlotte County Government projects as far back as 2003.** This team has worked on many prior projects for Charlotte County. Collectively, our team has completed in excess of $150,000,000 in projects for Charlotte County in the past 13 years.

Additionally, this is the very same CM team that recently complete the West County Annex (WCA) project for Charlotte County, significantly under budget and 2 months ahead of schedule.

This is important for the Family Services Center (FSC) for several reasons;

- **Occupied Site with multiple phases-** The new facility for the FSC is being built on an occupied site, where the existing operation must remain fully functional until the new facility is completed and occupied. Once the existing buildings are vacated there will be a second demolition phase followed additional phases to complete any improvements on the existing portion of the site. FPC implemented this exact same construction phasing on the WCA project with great success.

- **Multi-Tenant Building**- Both WCA and FSC are buildings that house multiple departments or user groups under a single roof. This is important because FPC believes that the design and layout of the spaces, including the shared common elements, of the WCA building will lend themselves to adaptation for use as the new FSC building. While we understand that the architect has yet to be hired by the County, we feel that FPC's involvement during the design and preconstruction phases at the WCA will be beneficial during the development of the design for the FSC.

- **Construction Team**-FPC is committing the *same personnel* to the Family Services Center project that completed the WCA. This team knows the County systems and procedures and have adapted our paperwork to conform with the County's requirements.
- **Construction Schedule**-Similar to the WCA project, the planned FSC building is roughly the same size, serves a similar purpose as the administrative offices for multiple departments or agencies, and will be built in phases to accommodate the existing operations. FPC's aggressive style of schedule management lead to the completion of the WCA building over 2 months ahead of schedule. We will bring this same level of commitment to the FSC in order to get it completed as quickly as possible.

- **Construction Costs**-Similar to the way we manage schedules, FPC will manage the costs of the FSC project aggressively. Through our smart bidding, contracting and management practices FPC was able to complete the WCA project under budget and returned $1,000,000 to the County.

A. BACKGROUND OF THE PERSONNEL

When selecting our team for the FSC project we looked for individuals who had worked with the County before. ALL of our proposed staff have been involved in multiple County projects. Additionally, the County will not only be working with seasoned and experienced FPC staff, but will be dealing with the Owners of the company. *Both Rob Humpel and Carlton Hughes are principles of FPC and maintain complete operational control of the company.*

Rob Humpel-*Experience*

Knows the County-has worked on over 30 County projects in the last 15 years

1. KEY PERSONNEL

PROJECT MANAGER-PRECONSTRUCTION

Rob Humpel will serve as the Preconstruction Manager. This builds on Rob's recent/current involvement with the Sheriff's District 1 HQ, Veterans Memorial Park, West County Annex and South

County Library projects, among many others. This experience gives Rob unmatched familiarity with the processes and procedures followed by the Facilities Department when implementing projects.

This familiarity is bolstered by Rob's past work on such notable County projects as;

- The Event Center
- Emergency Operations Center
- Ann Denver Regional park
- The Rays Spring Training Facility
- The Charlotte County Justice Center
- Charlotte County Fire Station #'s 7,8,11,13,14,15,16
- The Florida Street Public Works Campus

Carlton Hughes-*Experience*

Managing CC Projects successfully for 13 years:

-West County Annex
-CC Annual Contract
-Rays Spring Training
-Bayshore Park
-Charlotte County Justice Ctr.

PROJECT MANAGER - CONSTRUCTION

Carlton Hughes will serve as Project Manager for the Family Services Center. In this role he will be responsible for all administrative and management duties during construction and ensure that all County procedures are adhered to. Carlton will have the authority to commit any company resources to the project that are needed. Additionally, Carlton supervised and successfully completed one of the most challanging occupied site projects in Charlotte County…..The Hurricane Repairs to the Charlotte County Justice Center.

ASSISTANT PROJECT MANAGER-CONSTRUCTION

Crystal Stott will fill the role of Assistant Project Manager and will be an integral part of the document controls and administrative duties during construction. Crystal filled the same role on both the District 1 Sheriff's project and the West County Annex, and as mentioned above, the continuity of the construction team will result in benefits to the FSC project.

Crystal Stott-*Experience*

Involvement with multiple Charlotte County projects:

-Sheriff's D1 HQ
-Veterans Memorial Park
-South County Park
-Hurricane Repair projects

Ed Borowski-*Experience*
Working on active occupied sites and aggressively managing the schedule.
-West County Annex
-Annual Contract

PROJECT SUPERINTENDENT -CONSTRUCTION

Ed Borowski will be in charge of the execution of the project in the field as the Project Superintendent. Ed was selected due to his experience working with Charlotte County on the West County Annex project, where he filled a similar role. It was Ed's focus on details and his dedication to the project that were responsible for completing the project so much ahead of schedule.

2. CONSULTANTS

Florida Premier Contractors will perform all preconstruction and construction services with our in-house staff, and will not be utilizing any consultants.

3. STAFFING LEVELS AND POSITIONS PROPOSED

FPC believes that adequate staffing is vital to the success of any project. FPC proposes to staff the project as follows (please note that the percentages listed are approximate and the actual level of involvement of each staff member will be determined by the requirements of the project); **The principal, proposed project manager and all proposed staff members will not be substituted without the express permission of Charlotte County.**

- **Preconstruction Manager (Rob Humpel)**: As needed during preconstruction and bidding.
- **Project Manager (Carlton Hughes):** Project management duties during construction are projected to account for approximately 50% of Carlton's workload.
- **Assistant Project Manager (Crystal Stott):** 10-15% involvement during preconstruction, with 50-75% management duties during construction.
- **Project Superintendent (Ed Borowski):** Limited involvement during preconstruction, with 100% on-site supervision of all work during construction.
- **FPC Support Staff (multiple):** Limited administrative support involvement during preconstruction (less than 5%), and as needed during construction.

Section II

PROPOSED MANAGEMENT PLAN

FLORIDA PREMIER CONTRACTORS

II. PROPOSED MANAGEMENT PLAN

Our management plan centers around the direct involvement of our team members in all aspects of the project. We are a mid-sized firm with a centralized office. The County will deal with these same people from the start to the completion to ensure complete continuity.

A. TEAM ORGANIZATION

1. PRECONSTRUCTION PHASE

2. CONSTRUCTION PHASE

Our involvement as the CM does not start at the beginning of construction, rather it begins early in the design phase of the project. Our philosophy is that we are active participants in the entire design, preconstruction, and construction process. We feel that in order for a project to be truly successful the CM must provide input throughout entire design process to allow the County and the designers to make the best decisions for the benefit of the project.

As you can see below all of the members of the FPC team will serve roles both during the preconstruction and construction phases of the project.

MANAGEMENT PLAN

PRECONSTRUCTION PHASE

During the preconstruction phase one of the first items that the team must tackle is how to utilize the site to allow for the new building to be constructed while keeping the existing facilities in operation. We went through this same exercise on the West County Annex (WCA) project and actually changed the location and orientation of the proposed building to avoid interfering with the other County facilities on that site.

In the picture below you can see that the WCA new building site was sandwiched between the existing annex building and the San Casa Public Works facility. Additionally, the northern portion of the site was blocked by an existing lake that severely limited access.

PUBLIC WORKS
NEW ANNEX SITE
EXISTING ANNEX
San Casa Dr

To deal with these constraints and to keep the existing building operational we develop a 3-phase site logistics plan that achieved the following goals;

Phase 1

- Isolate the new building site & construct the new building
- Keep the existing annex operational
- Keep the existing parking lot operational

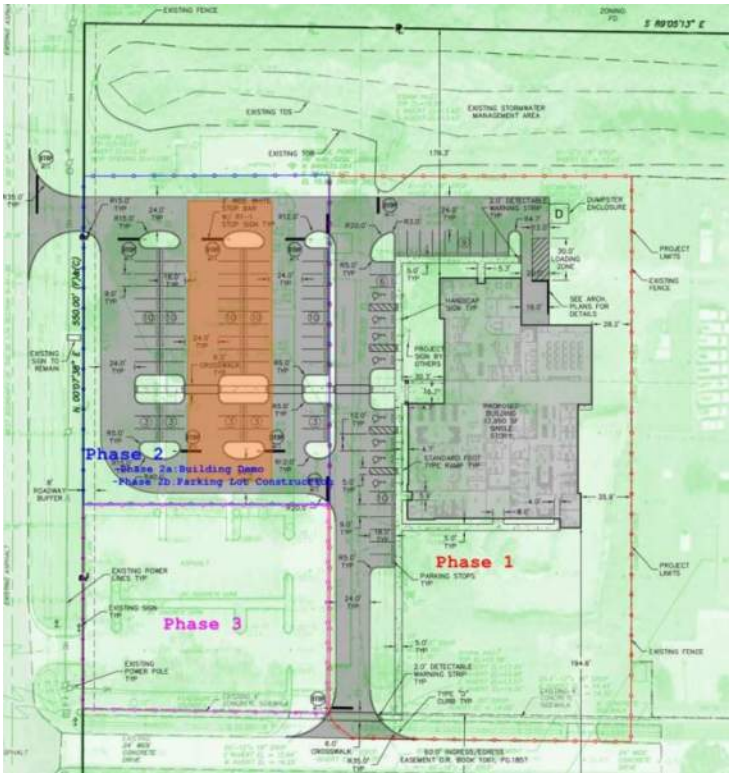
Phase 2

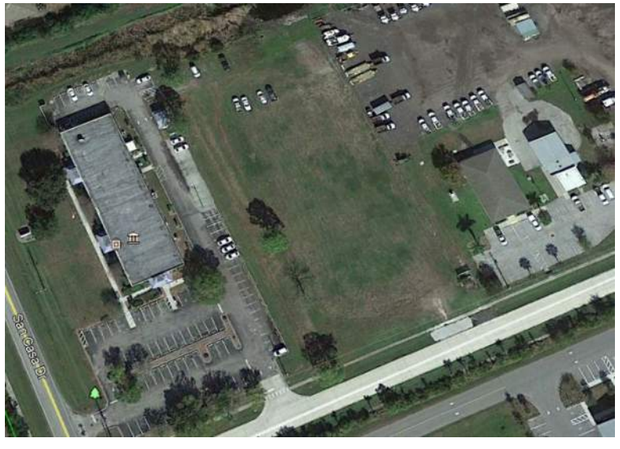
- Demolish the existing annex
- Keep the existing parking lot operational and provide access to the new building
- Construct the new parking lot

Phase 3

- Demolish the existing parking lot
- Complete all sitework & landscaping

The plan, attached below, was well thought out and was coordinated thoroughly with the County staff to ensure ancillary items like furniture deliveries, fiber optic line relocations and move-in were accounted for. The plan worked flawlessly and the impacts to existing operations were minimal. On the following page you can see a photo timeline that documents the project through the various phases.





Site before construction-
Existing Annex (left)
New Annex site (middle)
Public Works San Casa Ops Center(right)

Month #2

Month #3

Month #4

West County Annex-Photo Timeline of Phased Construction

Existing Annex and Public Works operations unaffected

Month #6

Month #8
New Annex ready for move-in

Demolition of old Annex Complete
New parking lot under construction

Construction Complete

BUILDING PLACEMENT OPTIONS

Our assessment of the site yields 2 building placement options. Both of these options have assumed that the West County Annex building recently completed by FPC serves as a good approximation for the Family Services building. We feel this assumption is valid because 1) the Annex and the proposed Family Services Center are the same physical size and 2) both buildings configurations are set up for multiple department/agency use.

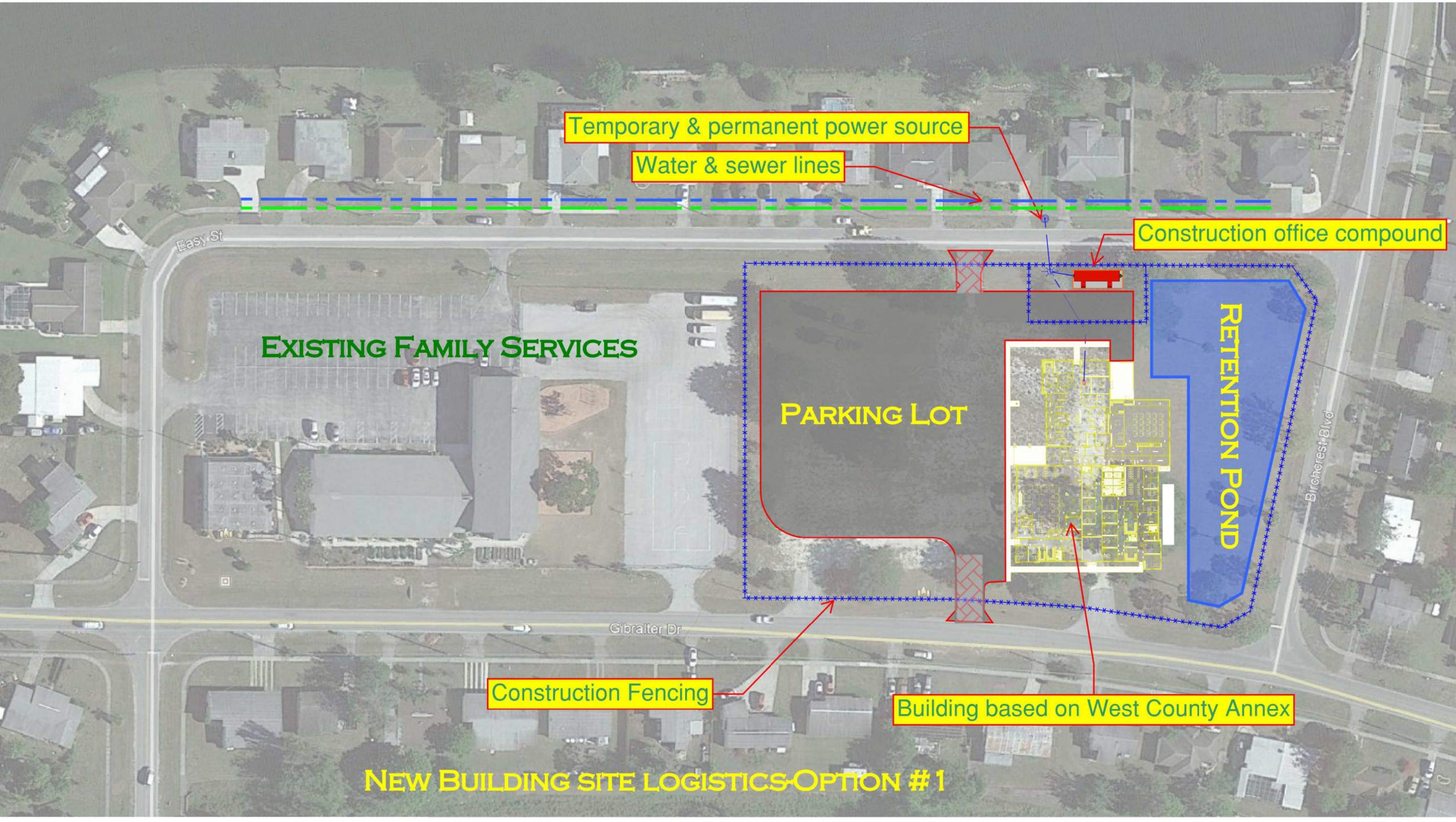
The following pages include these two options superimposed onto an aerial image of the site. Both options were developed to leave the existing Family Services facilities untouched by the new construction.

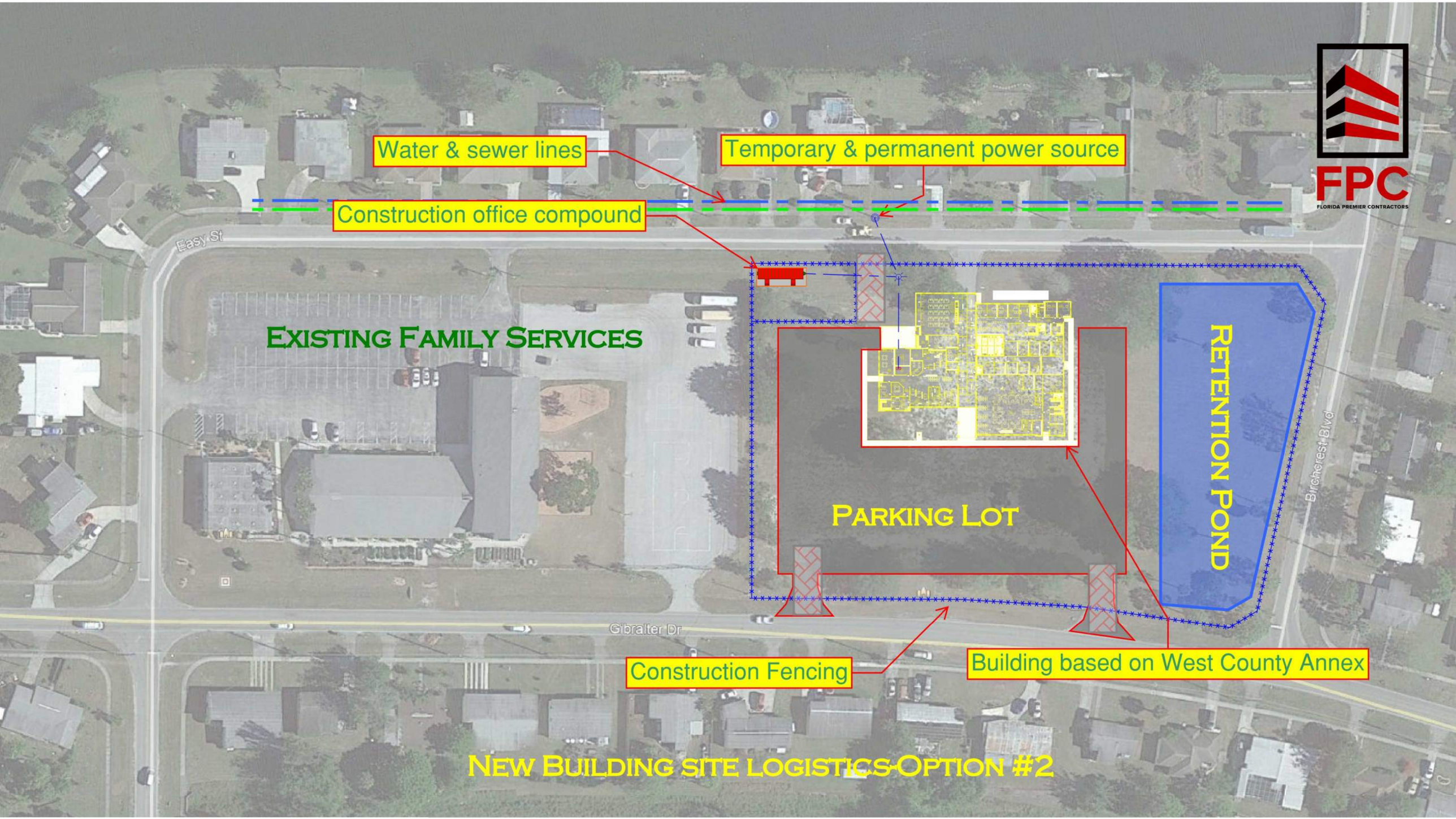
Option #1:
This option is almost an exact copy of the site layout used on the West County Annex. The building and new parking are in the same configuration, with slight modifications to entrance drive locations.

Option #2:
This option rotates the building to face Gibraltar Drive with associated revisions to the parking.

Commonalities of both Options:

- Both options create a physical separation between construction operations and the existing facility.
- The construction site will be completely fenced and separate entrances will be created for construction traffic.
- There will be no mixing of construction vehicles with the vehicles associated with the daily operations at the Family Services Center.
- A dry retention pond will needed for either site configuration and we have shown in at the east side of the site. Alternate locations are possible.
- 3-Phase power is available on all three sides of the proposed site. We have indicated the power connection point on the north side due to its proximately to the buildings electric room. This power will serve as both temporary power for construction and permanent power for the completed building.
- Likely water and sewer connections will also be located north of the property, although other options exist.


Temporary & permanent power source
Water & sewer lines
Construction office compound
Easy St
Existing Family Services
Parking Lot
Retention Pond
Birchcrest Blvd
Gibralter Dr
Construction Fencing
Building based on West County Annex
New Building site logistics-Option #1



New Building site logistics-Option #2

Budget and Cost

Concept Estimate

At the commencement of the Preconstruction Phase, FPC will identify the specifics of the project based on the preliminary project description provided by the County, supplemented with information obtained during a kick-off meeting. This extremely limited information will then be used to compare project elements to our historical cost data and begin to formulate an Estimate of Probable Cost, otherwise known as a "Concept Estimate".

This Concept Estimate is extremely important because it is the first cost study to be developed by the CM in concert with the County and the architect, and provides a fresh perspective on the alignment of the project scope with the budget. This estimate is based on early information, but it is extremely important as it will set the course for the entire design process. Decisions will be made regarding what is included or excluded from the project depending on whether this estimate is under, over or on budget. It is extremely important that this budget is accurate and reliable.

Building Siting Option Evaluation

In addition to the usual elements examined during the preparation of the Concept Estimate, we must evaluate the cost implication of the four building placement options detailed above (or others that are developed in conjunction with the County and designers once the CM is on board). At present, the option that will result in the lowest overall construction and relocation expenses would appear to be "Option #1". This is due to the fact that the departments would not be required to relocate temporarily and there are no costs associated with building temporary parking lots or complicated phasing plans. That said this may or may not be the best solution for the County. Ultimately ALL building location/site phasing options must be evaluated as a team to determine the one that best meets the County's needs.

Progress Estimates

Additional estimates will be prepared as the design progresses to validate or confirm what was predicted by the Concept Estimate. The goal is to "define" the project early and accurately, predict the associated costs in the Concept Estimate, then "refine" both the project and the costs moving forward. Always keeping the project scope in alignment with the available budget.

Part of FPC's focus while preparing these estimates is to review the design with an eye towards "Constructability". The Constructability Reviews serve several purposes. First, they evaluate the proposed design and consider alternative construction techniques that could be used to achieve the design intent while either lowering cost or increasing life-cycle efficiencies. FPC will weigh in on alternate means or methods to achieve this intent and at the same time will provide initial cost versus life-cycle analysis to allow the County to select the system that best meets their needs.

Guaranteed Maximum Price

At the conclusion of the preconstruction phase FPC will establish a Guaranteed Maximum Price (GMP) for the project that will be based around the competitive subcontractor bid process. The same bid process we have used on many previous projects for Charlotte County will maximize

subcontractor participation in the project and will ensure that the County receives the project at the best price possible. In keeping with previous projects, complete scopes of work, bid tabulation sheets, and recommendations for subcontract awards will be shared with the County as part of this process.

All savings that remain will be returned to the County at the completion of the project, or sooner as conditions allow.

Please refer to ***Section VII*** where cost and FPC's cost control techniques are discussed further.

Schedule

FPC has begun the process to develop a detailed CPM schedule for the project that identifies and sequences all elements of the project from start-to-finish. This schedule includes design, permitting, County approvals, and new construction, relocation and demolition. It will also track any and all activities that are required of any team members during the course of the project. This will allow us to be able to identify any schedule slippage early-on, granting us the time to regroup and formulate a recovery plan as not to unduly affect this project.

Please refer to ***Section V*** which includes FPC's preliminary schedule and where FPC's schedule control techniques are discussed further.

Other Preconstruction Activities

Although FPC's primary focus during the preconstruction phase is Cost and Schedule, there are many other items or activities that will be included in our management plan as outlined below;

- Development of, and periodic updates to a CPM Schedule (this will include activities for both the design/preconstruction phase and the construction phase)
- Development of a comprehensive list of likely bid packages based on the scope of the project as defined by the County
- Compilation of a list of likely local, regional, and national bidders based on the likely bid packages
- Periodic budget estimates and updates to coincide with the evolution of the design
- Constructability recommendations for proposed building components and system
- Value Engineering recommendations
- Life-cycle cost recommendations

CONSTRUCTION PHASE

As the project transitions into the construction phase, Rob Humpel's role will continue but will shift to oversite and to obtaining all required permits. Carlton Hughes will begin by awarding all trade contracts for the required work in order to allow the construction to begin. Specific duties to be completed by Rob Humpel and Carlton Hughes with assistance from Crystal Stott are listed below;

- Bid Tabulation Reports & Recommendation of Awards

As the CM, one of our prime focuses will be ensuring maximum subcontractor bidder participation in the project. The goal of this is to ensure that the best price is obtained for each trade package. The following procedure will be used;

- Identify all local, regional and national subcontractors and suppliers that would provide the services needed for this project.
- Prequalify the likely bidders to ensure only those capable of meeting the requirements of the project are allowed to submit bids.
- Solicit bids and review them for accuracy and completeness, adjust as needed to include all required work as defined by the drawings.
- Prepare Bid Tabulation spreadsheets, organized by trade comparing all bids received.
- Review the bid tabulations with the County staff and submit recommendations for award of all trade contracts.

- Award Purchase Orders and Subcontracts based on the Recommendation of Award process.
  - Issue actual PO's and subcontracts
  - Verify all subcontractors maintain valid licenses as required by law.
  - Obtain required insurance certificates from all subcontractors, insuring the County is named as an additional insured.
- Conduct Regular Project Meetings
- Monthly Progress Reports
  - Budget Status updates
  - Schedule updates
- Budget Reconciliations
  - Account for any contingencies or allowances
- Monthly Pay Requisitions
  - Verify physical work in the field matches subcontractor monthly pay requests.
  - Compile all required Lien Releases and provide copies to the County.
- Compilation of product data, O&M data, and warranties for all items installed as part of the project.

Ed Borowski's involvement as Project Superintendent will ramp-up as construction nears. Ed will be responsible for all aspects of the field implementation of the project and will work in concert with Rob Humpel and Carlton Hughes to ensure that the project is built in compliance with all requirements of the relevant building codes, the designers, and the County. Specific duties to be undertaken by Ed are listed below;

- Field Coordination of all work
- Scheduling of all work in accordance with the Project Schedule
- Single point of contact with the Building Department inspectors
- OSHA Safety Compliance
- Field implementation of FPC's Quality Control Plan

B. RESUMES

(SEE FOLLOWING PAGES)

Robert Humpel

President

Mr. Humpel has over 25 years' experience in the construction industry. He is an effective manager and assures the satisfactory construction of assigned projects to meet full contract requirements within established cost and time limitations. His projects have positive records of cooperation through partnering and his safety record is outstanding. He brings to a project, the background of subcontractor management and scheduling for that management. In addition to his construction strengths, he brings with him years of experience in the industry and understanding of the client and his needs.

EDUCATION

Degree: Bachelor of Science, 1991

Major: Mechanical Engineering, Minor: Mathematics E.I.T-Florida 1991

PROFESSIONAL DEVELOPMENT

General Contractor License- Florida 2003 - CG C1506395

NOTABLE PROJECTS

- ☐ **Cheney Brothers Distribution Center, Punta Gorda ($29,000,000.00)**
- ☐ **Charlotte County Event Center, Charlotte County, FL ($15,700,000.00)**
- ☐ **Fire Station #'s 7,8,11,12,14,15 & 16, Charlotte County, FL ($ Various)**
- ☐ **Fire / EMS Vehicle Maintenance Facility, Charlotte County, FL ($4,399,268.00)**
- ☐ **Hurricane Repair Contract, Charlotte County, FL ($23,000,000.00)**
- ☐ **Bayshore Live Oak Park, Charlotte County, FL ($4,500,000.00)**
- ☐ **Punta Gorda Municipal Marina & Laishley Park, Punta Gorda, FL ($5,655,000.00)**
- ☐ **Charlotte County Sports Park Reno / Exp., Charlotte County, FL ($27,000,000.00)**
- ☐ **South County Regional Park, Punta Gorda, Fl ($9,987,000.00)**
- ☐ **Charlotte County Public Safety Building, Charlotte County, FL ($9,400,000.00)**
- ☐ **Oyster Creek Regional Park, Charlotte County, FL ($9,908,000.00)**

Carlton Hughes

Vice President of Operations

Mr. Hughes has over 15 years' experience in the construction industry. He brings a high level of management professionalism with a breadth of experience in public, capital improvement, and private projects. His projects have an exemplary track record for being completed within budget, time, and logistical constraints among others.
Carlton moved to Punta Gorda in 2006 from the DC/Baltimore area and has served as Project Manager on large commercial and civic projects in Charlotte County. He brings a strong construction operations background with knowledge of the local municipalities and workforce. Carlton lives in Punta Gorda with his wife and two daughters.

EDUCATION

BA, Washington College, Maryland. 2001

PROFESSIONAL DEVELOPMENT

Chairman, Charlotte County Chamber of Commerce Leadership Class of 2014

Graduate, Leadership Charlotte Class of 2008, CC Chamber of Commerce

Past Chairman, Design Committee, FL Dept. of Historical Resources' Main Street Punta Gorda Program

Past Member, Board of Directors, Charlotte County American Red Cross

Member, Charlotte County Young Professionals, 2006-present

US Green Building Council LEED Accredited Professional

NOTABLE PROJECTS

- ☐ **Fire Station #'s 15 & 16, Charlotte County, FL ($ Various)**
- ☐ **Hurricane Repair Contract, Charlotte County, FL ($23,000,000.00)**
- ☐ **Bayshore Live Oak Park, Charlotte County, FL ($4,500,000.00)**
- ☐ **Punta Gorda Municipal Marina & Laishley Park, Punta Gorda, FL ($5,655,000.00)**
- ☐ **Charlotte County Sports Park Reno / Exp., Charlotte County, FL ($27,000,000.00)**
- ☐ **Harbor Inn Resort, Punta Gorda, FL ($7,900,000.00)**
- ☐ **Printers Square Apartments, Baltimore, MD ($7,200,000.00)**

Ed Borowski

Project Manager

Mr. Borowski has over 30 years' experience in the construction industry. He has worked extensively on Commercial and industrial design/build projects and has a 10-year track record in Charlotte County. Ed's career started serving active duty in the Unites States Navy as an aviation machinist followed by 8-years Builder First Class in the Naval Reserves. Since that time he has been a Superintendent on one project after another, managing all phases of construction. His naval background is readily seen in his methodical approach to building construction as well as his attention to detail.

NOTABLE PROJECTS

- ☐ **West County Annex, Charlotte County, FL ($5,500,000.00)**
- ☐ **Gulf Coast Medical Park, Fort Myers, FL ($6,200,000.00)**
- ☐ **Lee Health Wound Center, Fort Myers, FL ($1,200,000.00)**
- ☐ **Suncoast Business Park, Brignoni Cosmetology, Port Charlotte, FL ($2,100,000.00)**
- ☐ **Columbia Tech Center (Multiple Campuses) Vancouver, WA ($12,400,000.00)**
- ☐ **Taylor Business Center, Punta Gorda, FL ($1,800,000.00)**
- ☐ **Bayfront Hospital Urgent Care Renovations, Punta Gorda, FL ($8,000,000.00)**

Crystal Stott

Project Manager/Superintendent

Ms. Stott has over 18 years' experience in the construction industry. She is disciplined and versatile, her experience to anticipate obstacles and adapt to not only the ever-changing market presence, but to thrive in the most dynamic of work environments. She moved to Charlotte County is 1998 and is raising her 16-year-old son.

NOTABLE PROJECTS

- ☐ **Springhill Suites by Marriott, Punta Gorda, FL ($9,900,000.00)**
- ☐ **Cheney Brothers Distribution Center, Punta Gorda, FL ($29,000,000.00)**
- ☐ **Charlotte County Event Center, Charlotte County, FL ($15,700,000.00)**
- ☐ **Hurricane Repair Contract, Charlotte County, FL ($23,000,000.00)**
- ☐ **Bayshore Live Oak Park, Charlotte County, FL ($4,500,000.00)**
- ☐ **South County Regional Park, Punta Gorda, FL ($9,987,000.00)**
- ☐ **L.A. Ainger Middle School, Charlotte County, FL ($4,200,000.00)**

As requested in RFP paragraph RP-28 please find attached a referenced list for our key individuals.

REFERENCE LIST

Robert Humpel

PROJECT NAME	REFERENCES	CLIENT	CONTACT
Oyster Creek Regional Park	David Milligan, Roger Warner	Charlotte County	941-743-1906
South County Regional Park	David Milligan, Roger Warner	Charlotte County	941-743-1906
Bayshore Park	David Milligan	Charlotte County	941-743-1906
Event Center	David Milligan, Roger Warner	Charlotte County	941-743-1906
Laishley Park & Marina	Howard Kunik, Randy Broderson	City of PG	941-575-3000
Cheney Brothers DC	Warren Newell	Cheney Brothers	561-615-7800
LA Ainger Middle School	Jerry Olivo, Gene Spurr	Charlotte School District	941-575-5400
Peace River Botanical Gardens	Roger Tetrault	Tetrault Foundation	941-505-9615
4-Points by Sheraton	Leonel Maresma	Interdevco	305-669-3123
CC Hurricane Contract	David Milligan, Roger Warner	Charlotte County	941-743-1906
Sunseeker Resort	Ben Mammina	Sunseeker Florida	702-822-2200

Carlton Hughes

PROJECT NAME	REFERENCES	CLIENT	CONTACT
Bayshore Park	David Milligan	Charlotte County	941-743-1906
Event Center	David Milligan, Roger Warner	Charlotte County	941-743-1906
Laishley Park & Marina	Howard Kunik, Randy Broderson	City of PG	941-575-3000
4-Points by Sheraton	Leonel Maresma	Interdevco	305-669-3123
CC Hurricane Contract	David Milligan, Roger Warner	Charlotte County	941-743-1906
West County Annex	Roger Warner	Charlotte County	941-743-1906
Carmelo's Restaurant	Barbara Laishley	321 Dynasty	941-815-7333
Bloom Academy	Barbara Laishley	Airport Road Prop	941-815-7333
Sunseeker Resort	Ben Mammina	Sunseeker Florida	702-822-2200

Crystal Stott

PROJECT NAME	REFERENCES	CLIENT	CONTACT
Cheney Brothers DC	Warren Newell	Cheney Brothers	561-615-7800
CCSO D1 HQ	Maj. Jim Kenville	CCSO	941-575-5240
West County Annex	Roger Warner	Charlotte County	941-743-1906
South County Regional Park	David Milligan, Roger Warner	Charlotte County	941-743-1906
Bayshore Park	David Milligan	Charlotte County	941-743-1906
LA Ainger Middle School	Jerry Olivo, Gene Spurr	Charlotte School District	941-575-5400
Springhill Suites – Marriott	Alpesh Patel	P.G. Hotel Partners	865-776-1127
Veterans Park	Gary Burdahl	Charlotte County	941-743-1906
Carmelo's Restaurant	Barbara Laishley	321 Dynasty	941-815-7333
CC Hurricane Contract	David Milligan, Roger Warner	Charlotte County	941-743-1906
Bloom Academy	Barbara Laishley	Airport Road Properties	941-815-7333
Sunseeker Resort	Ben Mammina	Sunseeker Florida	702-822-2200

Ed Borowski

PROJECT NAME	REFERENCES	CLIENT	CONTACT
West County Annex	Gary Burdahl	Charlotte County	941-743-1906
CC Tax Collectors Renovation	Vicky Potts	Charlotte County	941-743-1350
Sunseeker Resort	Ben Mammina	Sunseeker Florida	702-822-2200

Section III

PREVIOUS EXPERIENCE OF TEAM PROPOSED FOR THIS PROJECT

FLORIDA PREMIER CONTRACTORS

III. PREVIOUS EXPERIENCE OF TEAM PROPOSED FOR THIS PROJECT

A. DESCRIBE LIKE PROJECTS

Listed below are several of the relevant, local projects that members of our team were personally involved in. Many of these projects were completed by FPC's team members **for Charlotte County**. Please see the following pages for detailed information about these projects.

- West County Annex
- Sheriff's District 1 HQ project
- Cheney Brothers Distribution Center
- Event Center

Many of the listed projects were constructed for Charlotte County using same the CM @ Risk method of contracting, which the County has chosen to use on the Family Services Center project as well.

Working with Charlotte County on so many projects has allowed us to tailor our estimates, reports, meeting formats and forms to meet the specific requirements of Charlotte County. We are well versed in the departmental procedures associated with building for Charlotte County and have refined our procedures over the years to allow for the effective, efficient, straight-forward management of projects for the County.

Additionally, our proposed team of Rob Humpel, Carlton Hughes, Ed Borowski and Crystal Stott have all worked together before and have completed multiple projects together over the last decade, including many for Charlotte County. Most recently this entire team worked together on the West County Annex Project.

West County Annex

Relevance to the FSC Project:

- Similar building function
- Same FPC staff
- Occupied Site
- Phased Project
- Familiarity with Charlotte County processes

Client:

- Charlotte County

Owner's Representative:

- Roger Warner
  18500 Murdock Cir.
  Port Charlotte,
  FL. 33948

Construction Cost:

- $ 4.5M

Completion Date:

- April 2018

CM's Team Members Involved:

- Rob Humpel
- Carlton Hughes
- Ed Borowski
- Crystal Stott

The West County Annex project was involved the phased construction of a new 20,000sf multi-departmental government services building. Once the new building was completed and occupied the existing building was demolished and additional parking was constructed.

This project was completed over 2 months ahead of schedule and over $1,000,000 under budget.

Sheriffs District 1 Headquarters

Relevance to the FSC Project:

- Building houses diverse CCSO functions
- Familiarity with Charlotte County processes
- Built in a residential neighborhood
- Common FPC staff

Client:

- Charlotte County

Owner's Representative:

- Roger Warner
  18500 Murdock Cir.
  Port Charlotte,
  FL. 33948
  941-623-1002

Construction Cost:

- $ 3.65M

Completion Date:

- June 2017

CM's Team Members Involved:

- Rob Humpel
- Crystal Stott

This project is a 12,000 square foot facility that replaced the previous District 1 office that was located in the West County Annex. The building houses all of the CCSO's departmental functions, including administration, road patrol, detectives, armory, workout facilities and public meeting/training rooms.

Cheney Brothers Distribution Center

Relevance to the FSC Project:

- **Project included 20,000 sf of office building**
- **Elements of the project were phased**
- Common FPC staff
- Permitted through Charlotte County
- Knowledge of the local

Client:

- Cheney Bros, Inc.

Owner's Representative:

- Warren Newell
  2061 Martin Luther King Jr. Blvd
  Riviera Beach FL
  33404
  561-615-7800

Construction Cost:

- $ 29M

Completion Date:

- October 2015

CM's Team Members Involved:

- Rob Humpel
- Crystal Stott

FPC was involved in this project from day inception to completion. We were involved in the sight selection process and also set up, and participated in, the design team selection. Once the architect was on board FPC was actively engaged in the design process and the associated estimates to ensure we stayed on budget. The building originally was envisioned as a 200,000 sf facility but the owner gradually increased it in size and complexity through the design process to the 350,000 sf facility that was completed in 2015. FPC's hard work on subcontractor and schedule management resulted in almost $2M in savings to the client.

Rays Spring Training Facility

Relevance to the Annex Project:

- Project included 40,000 sf clubhouse with office/conference space
- ***Project was built on an occupied & active campus***
- Permitted through Charlotte County
- LEED® Registered project

Client:

- Charlotte County

Owner's Representative:

- David Milligan
  18500 Murdock Cir.
  Port Charlotte,
  FL. 33948
  941-743-1394

Construction Cost:

- $ 24M

Completion Date:

- January 2009

CM's Team Members Involved:

- Rob Humpel

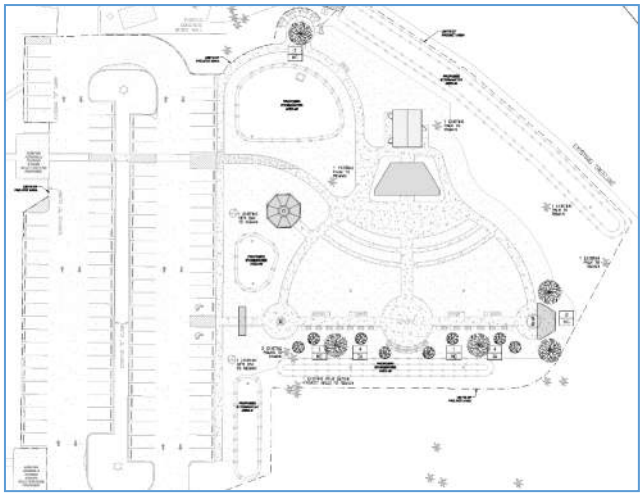
This project involved major demolition and reconstruction of large portions of the existing stadium to add seating, add corporate suites and a press box. Additional new construction focused on upgraded concession buildings as well as a new 40,000 sf major league clubhouse that include locker rooms as well as administrative and support offices. The entire project was built on an active and occupied campus that housed the main administrative offices of the Community Services Department and served as an active polling site during the 2008 election cycle.

**Rob worked for Mathews/Taylor Construction at the time*

Veterans Memorial Park

Relevance to the Annex Project:

- Permitted through Charlotte County
- ***Overcame a large budget shortfall-project is within budget***
- ***Project was built on an occupied & active campus***



Client:

- Charlotte County

Owner's Representative:

- Gary Burdahl
  18500 Murdock Cir.
  Port Charlotte,
  FL. 33948
  941-623-1009

Construction Cost:

- $ 600,000

Completion Date:

- March 2017

CM's Team Members Involved:

- Rob Humpel
- Crystal Stott

The Veterans Memorial Park is not the largest project we have been involved with in Charlotte County, but it still serves to illustrate how successful the CM @ Risk construction method can be. FPC's involvement in this project began late, after fairly detailed plans for the project had been developed. Our initial estimate based on these plans was severely over budget. Working as a team with the design engineer and the County and drawing on a little creativity we were able to get the project back to budget without eliminating any key elements.

Charlotte Harbor Event Center

Relevance to the Annex Project:

- Project included an administrative/office wing
- ***The building accommodates many different uses/users similar to the different departments housed in the Annex***

Client:

- Charlotte County

Owner's Representative:

- Roger Warner
  18500 Murdock Cir.
  Port Charlotte,
  FL. 33948
  941-623-1002

Construction Cost:

- $ 19M

Completion Date:

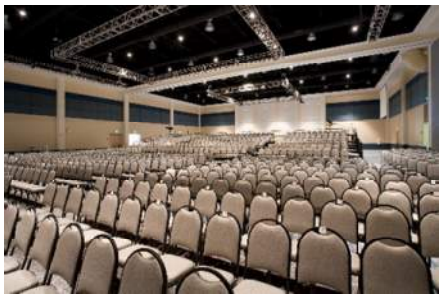
- August 2008

CM's Team Members Involved:

- Rob Humpel

The Charlotte Harbor Event and Conference Center is a 45,230 sf a state of the art convention and event center. Building amenities include a 19,857 sf multipurpose hall, with a seating capacity of 2,100 complete with theatrical stage rigging and lighting, meeting and dressing rooms, and office areas for onsite staff. A food service area capable of serving 400 guests with a full kitchen.

**Rob worked for Mathews/Taylor Construction at the time*



Projects Permitted by FPC's CM Team
(Partial Listing)

- Rays Spring Training Complex
- Ann Dever Regional Park
- CC Fire/EMS Vehicle Maintenance
- Charlotte County Fire Station #13
- South County Regional Park
- Cheney Bros. Distribution Center
- Charlotte County Fire Station #14
- Bayshore Live Oak Park
- Four Points Hotel (PG permits)
- Charlotte County Fire Station #15
- CCSO District 1 HQ
- City of PG Fire Station #2 (PG permits)
- Charlotte County Fire Station #16
- Veterans Memorial Park
- Laishley Park & Marina (PG permits)
- Charlotte County Fire Station #08
- 2007 Jail Expansion
- Lemon Bay HS (school district permits)
- Charlotte County Fire Station #11
- CC Public Safety Complex
- Carmelita Football Concessions
- Charlotte County Fire Station #07
- CC Public Works Ops. Bldg.
- Florida Street Fuel Depot

B. PERMITTING EXPERIENCE WITH ENVIRONMENTAL IMPACT

FPC's team has extensive experience dealing with the Charlotte County Building Department and permitting projects on Charlotte County. FPCs' team members for the Annex Project, Rob Humpel, Jeff Brunderman and Mel Kruysman have collectively permitted more projects **in Charlotte County** over the last 15 years than any other team. The adjacent list is a sampling of some of the projects permitted by our team, both while at FPC and with other companies. It is worth noting that this list is not all inclusive.

Rob Humpel enjoyed an open line of communication with the Building Official, Ben Bailey and the Zoning Manager, Shaun Cullinan that allows any minor permitting difficulties to be easily solved.

Simple, yet effective steps, such as pre-submittal meetings and progress updates were employed on the Cheney project, among others, and resulted in a largely seamless permitting process.

Our team also has extensive experience dealing with projects that involve environmental permitting issues, many here in Charlotte County. From gopher tortoises and Indigo snakes, to bald eagles and scrub jays, our team has worked with them all. The list in the left margin gives a sampling of the types of environmental issues we've dealt with on past projects. We are well versed in the monitoring and notification requirements associated with the environmental issues that we may encounter.

Projects Permitted by FPC's CM Team with Environmental Impacts

(Partial Listing)

- Ann Dever Regional Park
  - Scrub Jays
  - Gopher Tortoises
  - Wetlands
  - Eastern Indigo Snakes
- South County Regional Park
  - Gopher Tortoises
- Bayshore Live Oak Park
  - Army Corps shoreline stabilization
  - Small tooth sawfish
- CCSO District 1 HQ
  - Scrub Jays
  - Gopher Tortoises
- Veterans Memorial Park
  - Gopher Tortoises
- Laishley Park & Marina (PG permits)
  - State submerged lands
  - Manatees
- Lemon Bay HS (school district permits)
  - Bald Eagles
  - Gopher Tortoises
- Hendry County EOC
  - Caracara

As is typical with all of our projects with environmental issues we will work closely with the County environmental staff to develop a procedure to deal with any environmental issues that exist on the site.

On some County projects we have performed the environmental mitigation work associated with endangered/threatened species, while on others we have coordinated this work with the County environmental staff. Both approaches will work and it ultimately comes down to what works best for the County.

C. WORKING WITH DESIGNERS KEEPING PROJECT WITHIN FIXED BUDGET

One of the best reasons to use a Construction Manager @ Risk process is to help the designers keep the project on budget. All projects have a defined budget but typically contain a list of desired features or elements that can easily exceed the budget. The key to keeping the design of the project within the budget is the deceptively, simple-sounding task of assigning real and accurate costs to each desired element, and then prioritizing the elements so that the most desirable ones are included up to the amount of the budget.

The Construction Manager's (CM) role is to accurately estimate the costs of the project elements early in the process, so that decisions can be made on what to include and what not to include. If the CM's estimates are accurate, then the appropriate choices are made by the County and the designers develop a design for the project that remains within budget.

A recent example of how a CM can work with the designers is the previously mentioned Sheriff's District 1 HQ. FPC recently successfully completed the preconstruction phase of this project and is

preparing to mobilize for construction. FPC's first estimate of the construction costs for this project was $900,000 over the available budget. By working with the County, Sheriff's staff and the Fawley-Bryant design team we were able to get the project back to budget without reducing the building's size, functionality or architectural character. This was primarily done by economizing the structural design, and maximizing the efficiency of the floor plan.

Keeping project within Budget- ***Recent Examples***

District 1 HQ

Veterans Park

South County Library

Another example is the Veterans Memorial Park (VMP). This project was approximately 50% over budget when FPC's involvement started. The project was brought within budget by first prioritizing features and then identifying the most cost effective way of delivering that feature. A prime example of this effort on VMP were the park structures. The covered stage and several gazebo-like structures were originally designed around a specific vendors system. The structures alone would have used over ½ of the available funding and would not have allowed for many other important elements of the park to be built. FPC was able to identify an alternative structure that saved over $100,000.

FPC is a member of the South County Library and Archives Project. This project is early in the design process but already the CM has played an important role in defining the overall construction costs, as well as pricing various alternates and options. Like all projects the Library has a limited budget, but also has a lot of external interest groups that would like to see certain enhancements added. Our estimating team has been and will continue to be actively involved in pricing and evaluating these options so that the County can make the best decisions on what to include in the project.

Another element of controlling cost is to have a working relationship with the local and regional subcontractors, in order to account for any market based factors that can influence costs. These relationships allow us to anticipate and account for any costs that are driven by local material or labor variations. Once again, this will increase the accuracy of our estimates and allow the best decisions to be made by the County, and the designers, in order to maximize the project scope.

Section IV

LOCATION/FACILITIES OF WORKING OFFICE(S) THAT WILL PROVIDE STAFF FOR THIS PROJECT

IV. LOCATION/FACILITIES OF WORKING OFFICE(S) THAT WILL PROVIDE STAFF FOR THIS PROJECT

A. LENGTH OF TIME "LOCAL OFFICE" ESTABLISHED

FPC's local office has been located in Punta Gorda for over 5 years (February 2011)

B. LOCATION OF "LOCAL OFFICE"

Florida Premier Contractors, LLC
3691 Tamiami Trail
Punta Gorda, FL 33950
941-205-1400 (P)
941-205-1401 (F)

C. RESIDENCIES OF PERSONNEL WHICH LIVE IN CHARLOTTE COUNTY

FPC has 8 employees and 3 partners. 9 of the 11 are local residents.

D. USE OF LOCAL SUB-CONSULTANTS

All work on the Annex project will be performed in-house by FPC personal.

See attached Affidavits in the "Required Forms" Section for details associated with above information.

Section V

PROJECT CONTROL

FPC

FLORIDA PREMIER CONTRACTORS

V. PROJECT CONTROL

A. SCHEDULE

WHAT TECHNIQUES ARE PLANNED FOR ASSURING SCHEDULE IS MET?

FPC employs the latest version of Microsoft's scheduling software MS Project™. MS Project™ is a full featured Critical Path Method (CPM) scheduling package that allows our team to thoroughly plan and execute any construction project, no matter how large or small.

CREATING THE MASTER PROJECT SCHEDULE

As good as the scheduling software is, the true key to managing a project to be completed on time still boils down to a few key factors;

- Understanding the goals of the Client.
- Understanding the design process and more specifically how it relates to permitting, regulatory approvals and County reviews/approvals.
- Detailed knowledge of the sequence of construction activities for the project.
- Understanding the quantity of manpower and equipment needed to complete the construction activities, which directly relates to how long it takes to complete a given activity.
- Current knowledge of any manpower or material shortages, along with the effect these will have on the time required to perform the work.

With a firm grasp of the above information, FPC will develop a project specific schedule for the Jail Infirmary that will detail, not just the construction phase, but also the design and permitting phase. This schedule will become the tool used by the entire team to plan the process by which the project is designed, permitted, approved by the Board of County Commissioners (BoCC), constructed and closed-out.

This schedule will include key milestones for important activities specific to County projects that can be easily overlooked if one is unfamiliar with the County's review and approval process. These milestone activities normally include, but are not limited to;

- BoCC approval of the CM's contact
- Internal County staff review of the design documents at key stages
- Initial budget estimate and periodic progress estimates to correspond to design document stages
- County Site Plan Approval process
- BoCC approval of the Guaranteed Maximum Price (GMP)

The various BoCC approvals can each add several weeks to the schedule simply because of the meeting dates of the Commission and the pre-agenda submittal requirements. While the process is not difficult, it is important that it be factored into the project schedule so that the schedule is an accurate reflection of what must happen. This will allow for good communication of realistic start and completion dates and will help the entire team manage the expectations of the public and the Commissioners.

SCHEDULE UPDATES

Once the schedule is completed, it will be reviewed by all parties to ensure accuracy. This schedule will then become the baseline against which the progress of the project will be tracked. The schedule will be updated on a monthly basis (at a minimum) and more frequently as conditions dictate. These updates will be shared with the entire team and any changes to the schedule dates

will be identified early in order to allow for proper communication to other parties, or if necessary, to allow the development of a recovery plan.

SUBCONTRACTORS AND THE SCHEDULE

The project schedule will also be given to the subcontractors who will be bidding the project in order to allow them to properly allocate manpower and resources to the project. It is vital that the subcontractors understand the requirements of the schedule and properly account for any overtime, additional manpower, or equipment that may be needed to meet the timeline.

The project schedule will be included in the actual subcontracts issued for the project. These subcontracts will include contractual language obligating the subcontractors to meet the dates, or they will be required work overtime, or bring in additional resources *at their own expense* to recover any lost time.

Labor shortages are likely to be one of the problems we will face on this project. When the economy slowed in 2008, the construction industry in Florida was especially hard hit. Many of the workers moved into other trades, or left the state to follow the little work that remained. The work force has not recovered yet. Each month, more commercial and residential construction appears and the limited workforce is getting stretched farther. Statewide, we are constantly hearing reports that subcontractors cannot find enough qualified workers to hire. Locally, the problem is compounded even more because our commercial work has been fairly stagnant for the last 5 years and there is not enough steady work to begin to draw workers back to this area. There are several ways to deal with this problem.

Accurate scheduling: By creating an accurate schedule and keeping it up to date, we can give the subcontractors and accurate idea of when the need to have crews available for our project. This helps the subcontractors internally schedule and prioritize their work and ensures that they are not surprised when we need them to start.

Efficient management: Running the project efficiently in the field also helps minimize the effects of the labor shortage. A clean and efficient site and a well-run project, where work is scheduled in the right sequence, allows subcontractors to work faster and complete their work with less manpower.

Know the subcontractors: In spite of all efforts to overcome, the effect of the labor shortage there will always be some subcontractors that are spread too thin to effectively handle another project. The best way to avoid this is to know the capabilities and current workload of the subcontractors that you request bids from. It is also helpful to have relationships with other local general contractors so you can get real time updates on how subs are performing. Good communication goes a long way towards identifying subs that are having problems on someone else's project and should therefore be avoided in the short term.

MATERIAL AND THE SCHEDULE

Material availability is another issue that can be problematic these days. It's important to note that the issue is with "availability" of material which is not the same as a true "shortage" of

material. In 2006, we had true shortages of key materials like cement and steel. These items were simply not available in quantities to meet the needs of the industry. What is happening today is not lack of raw materials, but rather limited production capabilities at the manufacturer's level. The key difference is that there are ways to deal with production issues, where there is very little you can do to overcome a true shortage of material. The key is to select and order the needed materials as early as possible even if there a chance that the material will be ready to ship before you need it. It's better to pay a minimal storage fee than to lack a key component of the project that can delay the completion date.

THE SCHEDULE AND THE STAKEHOLDERS

Almost every public project has outside parties or stakeholders with a vested interest in the progress of the work, which usually focuses on the completion date. The key to managing the expectations of these stakeholders is to have a realistic, accurate schedule that can be used to communicate the realities of the design, permitting, and construction process to those who are often unfamiliar with the intricacies of the process.

The master project schedule fills this role. It will be established early, it will account for all the required regulatory or county approvals, it will paint a realistic picture of the process and it will allow for clear and concise communication to the stakeholders, which will keep expectations in line with reality and will avoid misunderstandings.

WHO WILL BE RESPONSIBLE ASSURING SCHEDULE IS MET?

FPC will take the lead in producing and updating the project schedule and will have complete responsibility in ensuring the construction work is completed on time by the subcontractors. That said, the entire team (Engineer, Architect, County, CM & regulatory agencies) are involved in various activities tracked by the schedule. Each party must strive to diligently complete their activities in accordance with the agreed upon schedule.

Ultimately, the schedule is a tool and achieving the schedule is a team effort. All members of the team must work together towards that common goal.

These scheduling techniques have been used successfully on all of the Charlotte County projects that our team has worked on as evidenced by the following comparison of original scheduled dates to actual completion dates. *See project completion chart on following page.*

Project	Original Completion	Actual Completion
Cheney Brothers	October 2015	October 2015
Charlotte County Sheriffs District 1 HQ	5/9/2017	5/11/2017
Completed on time in spite of a ~1-month delay related to Gopher Tortoise relocations		
Charlotte County Veterans Memorial Park	1/24/2017	1/24/2017
West County Annex (Charlotte County)	7/3/2018	4/26/2018
Completed over 2 months ahead of schedule		

PRELIMINARY SCHEDULE FOR THE FAMILY SERVICES CENTER PROJECT

FPC has assembled a schedule for the Family Services Center using the best available data. Our schedule also builds on the construction schedule and occupied-site phasing approach that our team successfully implemented on the West County Annex Project as discussed in ***Section II.*** There are several options on where to construct the new building on the 6+ acre site. For the sake of the schedule evaluation we have selected the option shown below, which leaves the existing Family Services buildings and parking lot fully operational and builds the new facility adjacent to it.

Schedule Analysis

The schedule tracks all relevant activities associated with the project from construction to move-in to demolition of the existing building.

Overall the Design/Preconstruction/Permitting activities are assumed to run until mid-January 2020. This will be followed by the Guaranteed Maximum Price approval and release of the construction phase of the project culminating in a Notice to Proceed in late February 2020.

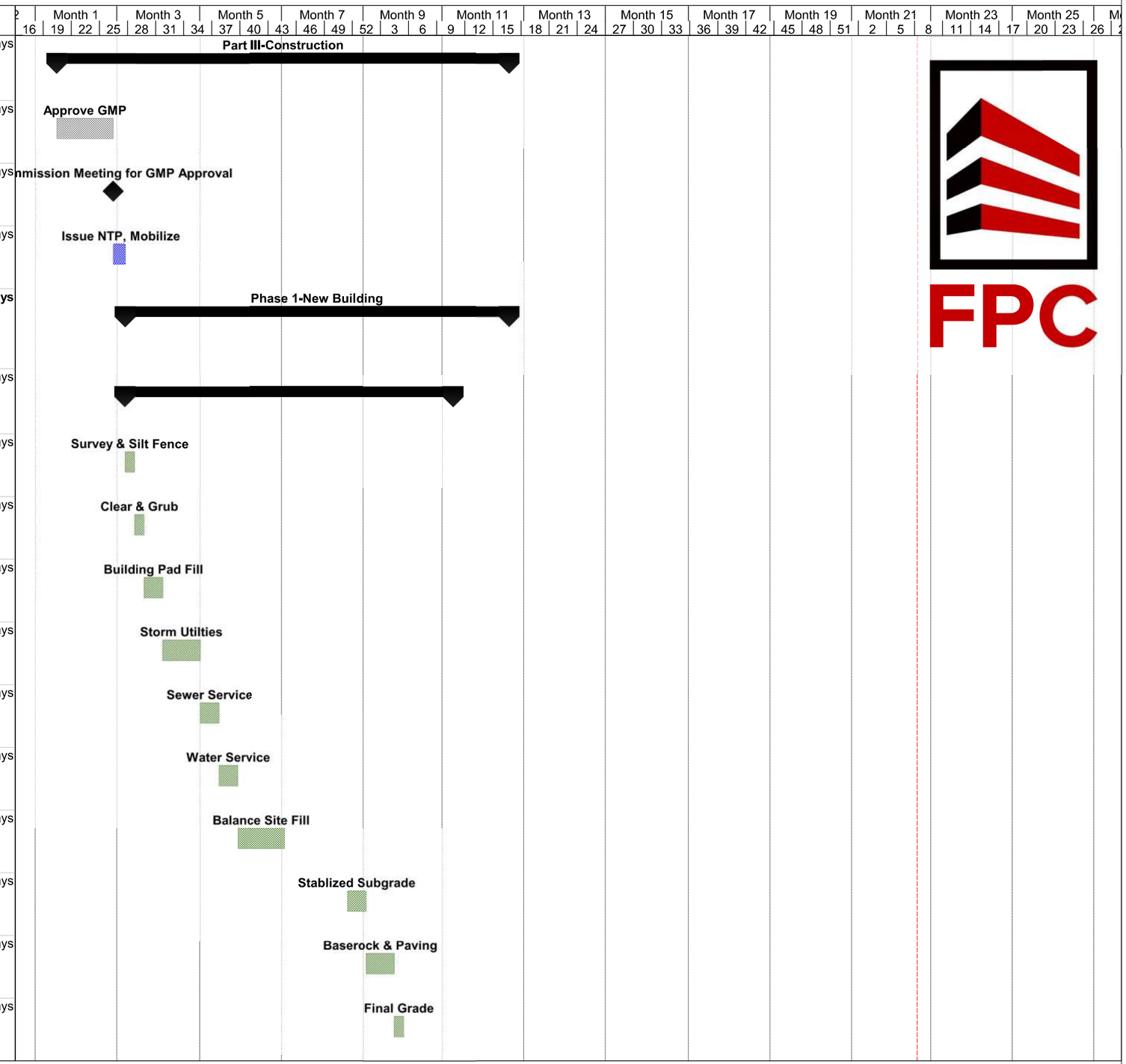
Phase 1 construction of the new facility will be complete in just under 9 ½ months. This will be followed by a County departmental move-in and set-up period of about 30 days. Once the new facility is occupied and operational, we will engage in the phase 2 demolition of existing facilities which will be completed in approximately 30 days.

As mentioned above this schedule development and analysis is based on the best information available at this time. FPC has not had the opportunity to discuss any of the siting options for the

building or discuss the design timeline with the design team. Therefore we must emphasize that this schedule is a starting point and is intended to give us a baseline from which to develop a complete project schedule based on the building location and design that best meets the County's needs.

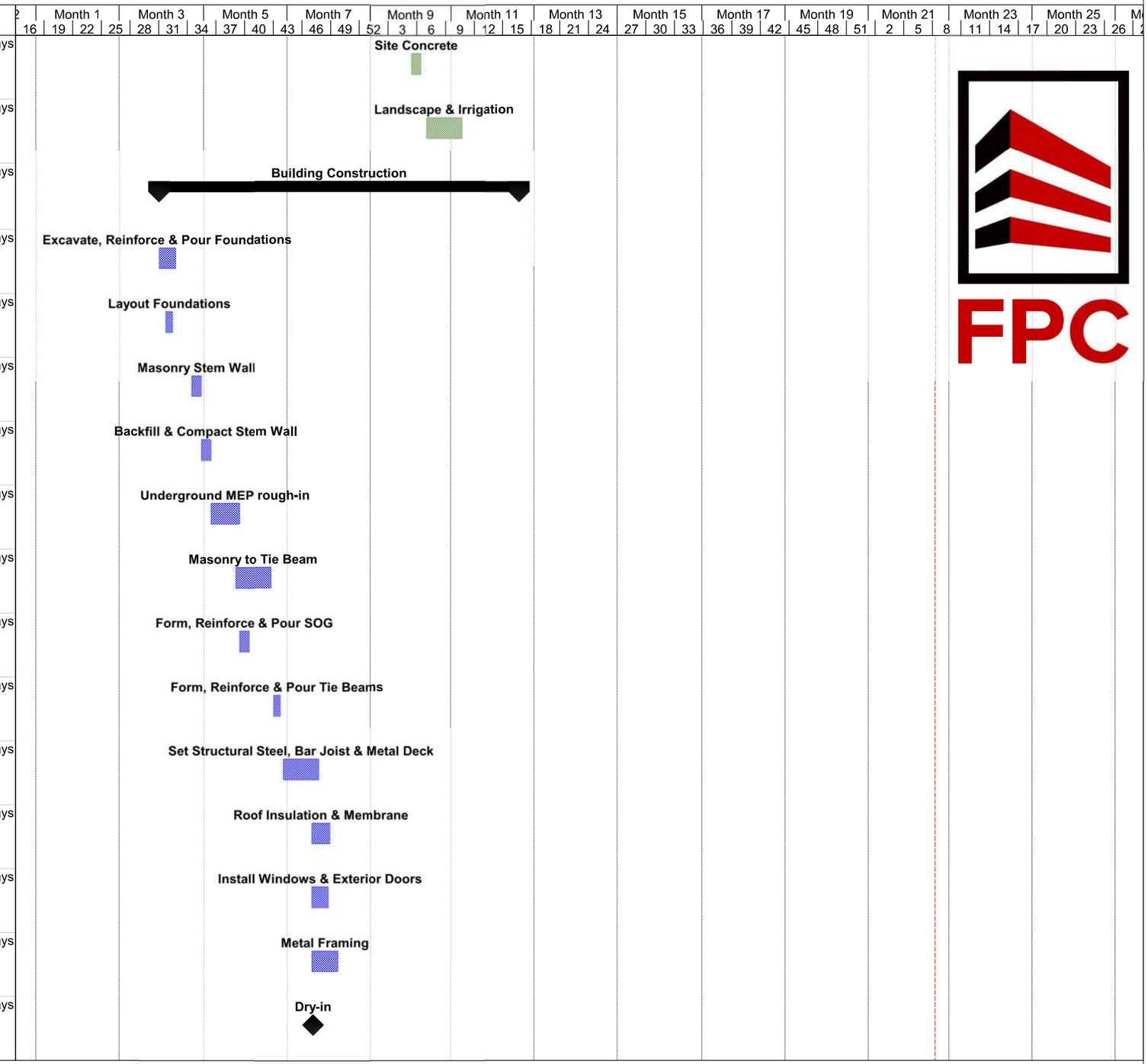
Family Services Center Construction Schedule

ID	Task Name	Duration
1	Part III-Construction	242 days
2	Approve GMP	30 days
3	Commission Meeting for GMP Approval	0 days
4	Issue NTP, Mobilize	7 days
5	**Phase 1-New Building**	**205 days**
6	Civil & Site	175 days
7	Survey & Silt Fence	5 days
8	Clear & Grub	5 days
9	Building Pad Fill	10 days
10	Storm Utilties	20 days
13	Sewer Service	10 days
12	Water Service	10 days
11	Balance Site Fill	25 days
14	Stablized Subgrade	10 days
15	Baserock & Paving	15 days
16	Final Grade	5 days



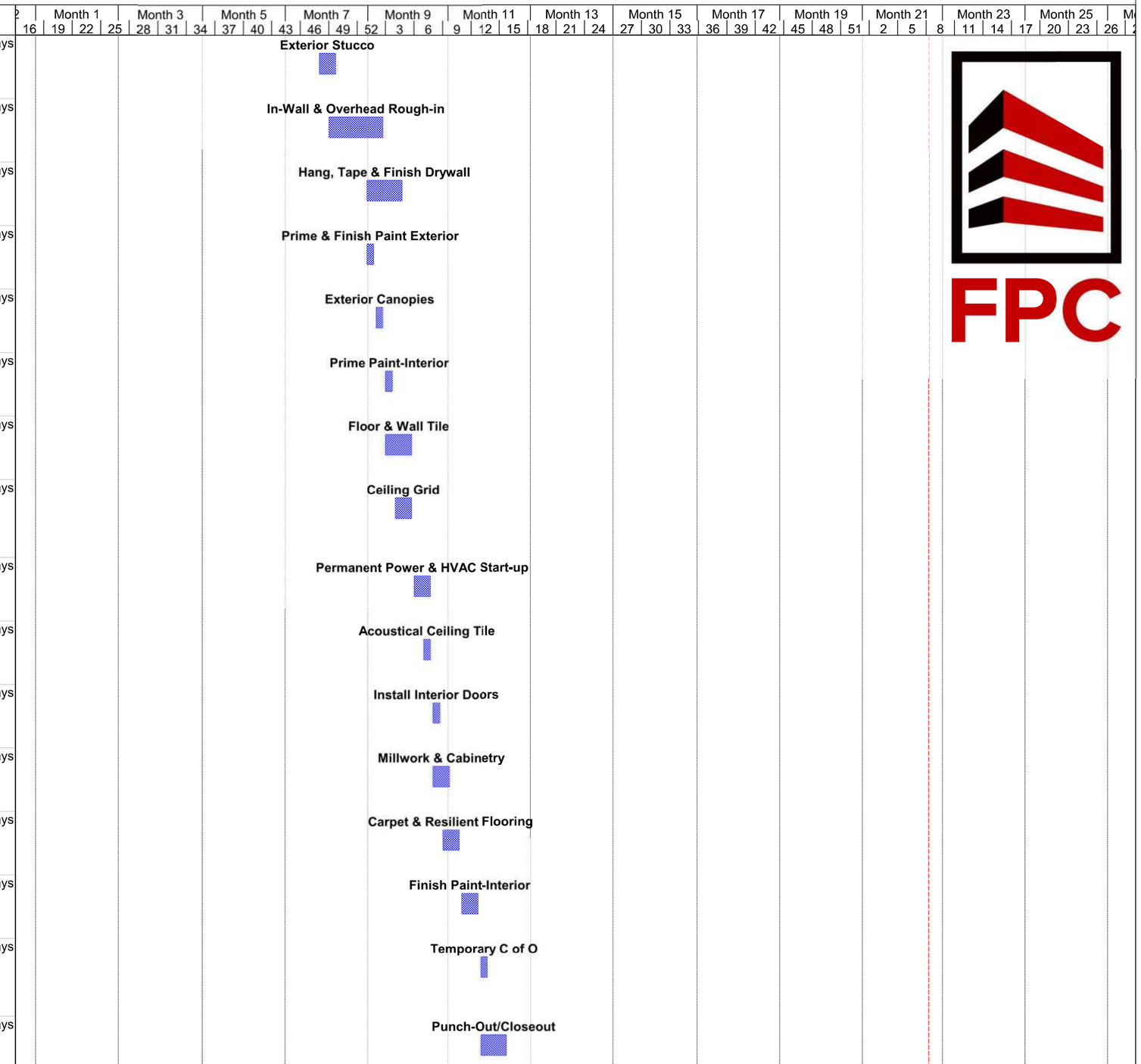
Family Services Center Construction Schedule

ID	Task Name	Duration
17	Site Concrete	5 days
18	Landscape & Irrigation	20 days
19	Building Construction	189 days
21	Excavate, Reinforce & Pour Foundations	10 days
20	Layout Foundations	3 days
22	Masonry Stem Wall	5 days
23	Backfill & Compact Stem Wall	5 days
24	Underground MEP rough-in	15 days
26	Masonry to Tie Beam	20 days
25	Form, Reinforce & Pour SOG	5 days
27	Form, Reinforce & Pour Tie Beams	5 days
28	Set Structural Steel, Bar Joist & Metal Deck	20 days
29	Roof Insulation & Membrane	11 days
30	Install Windows & Exterior Doors	10 days
33	Metal Framing	15 days
31	Dry-in	0 days



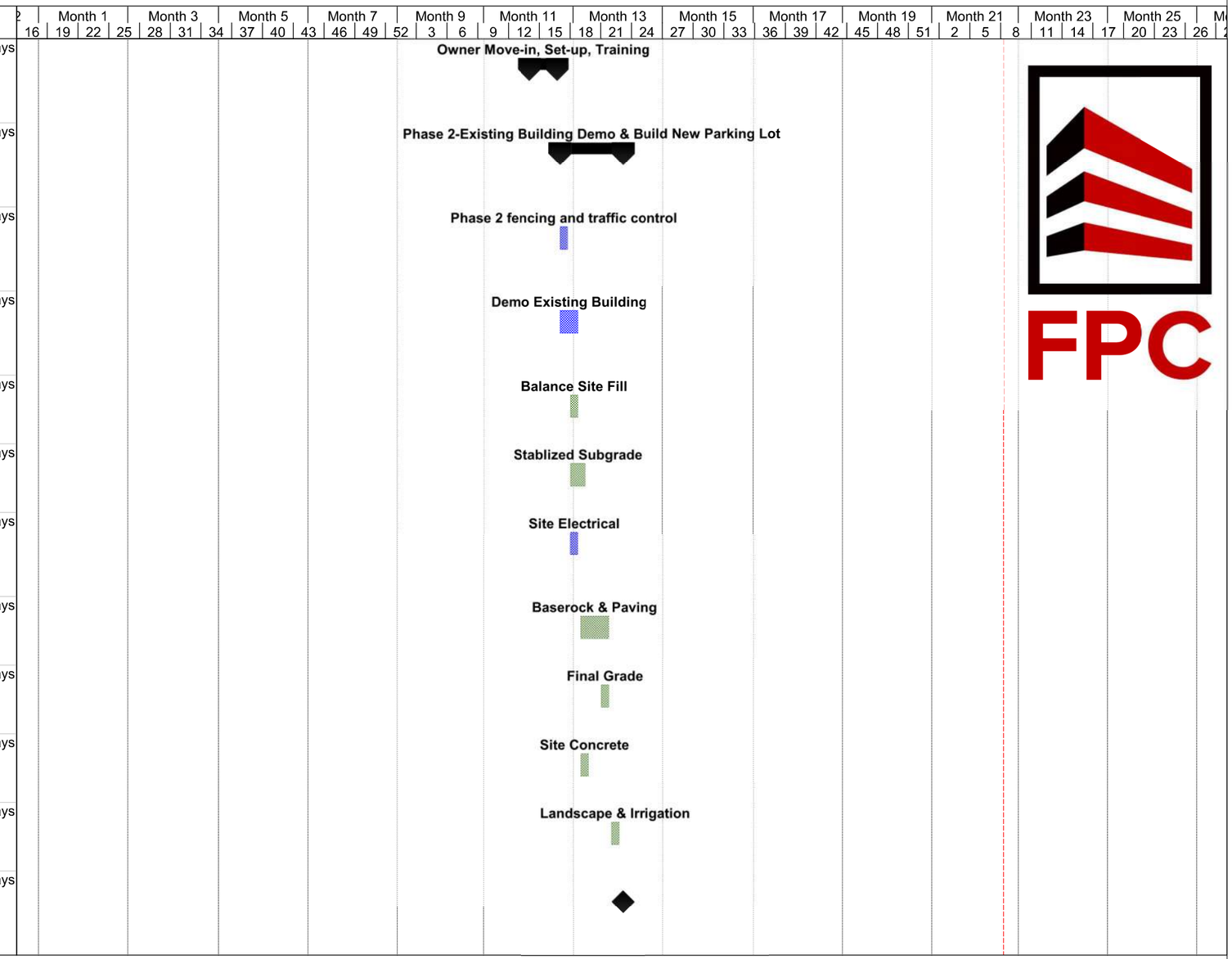
Family Services Center Construction Schedule

ID	Task Name	Duration
32	Exterior Stucco	10 days
34	In-Wall & Overhead Rough-in	30 days
35	Hang, Tape & Finish Drywall	20 days
38	Prime & Finish Paint Exterior	5 days
39	Exterior Canopies	5 days
36	Prime Paint-Interior	5 days
40	Floor & Wall Tile	15 days
37	Ceiling Grid	10 days
41	Permanent Power & HVAC Start-up	10 days
42	Acoustical Ceiling Tile	5 days
43	Install Interior Doors	5 days
44	Millwork & Cabinetry	10 days
45	Carpet & Resilient Flooring	10 days
46	Finish Paint-Interior	10 days
47	Temporary C of O	5 days
48	Punch-Out/Closeout	15 days



Family Services Center Construction Schedule

ID	Task Name	Duration
49	Owner Move-in, Set-up, Training	14 days
51	Phase 2-Existing Building Demo & Build New Parking Lot	30 days
52	Phase 2 fencing and traffic control	5 days
53	Demo Existing Building	10 days
54	Balance Site Fill	5 days
55	Stablized Subgrade	8 days
56	Site Electrical	5 days
57	Baserock & Paving	15 days
58	Final Grade	5 days
59	Site Concrete	5 days
60	Landscape & Irrigation	5 days
61	Final Completion	0 days



B. COST

WHAT CONTROL TECHNIQUES ARE PLANNED FOR DESIGN?

Cost control must be a focus during both the design and the construction phases of the project. The strategy to control cost differ during each phase and will be addressed separately below.

DESIGN PROCESS

As mentioned in Section III.C, cost control is one of the strengths of the CM @ Risk methods of project delivery. Simply put, the CM is the most qualified member of the team to be able to accurately estimate the costs of a project. By having the CM engaged early in the process the entire team benefits from having an accurate picture of the budget *at the beginning of the design process*. Knowing the costs upfront allows the County to make informed decisions and rank the priority of features or amenities desired in a project. Knowing the costs early-on also ensures that the designers never allow the design to exceed the budget. This avoids expensive and time consuming re-designs later in the process.

The cost control process can be summarized as follows:

- Kick-off meeting
  - Review scope of the project, including mandatory and optional project features or amenities.
  - Discuss any design work or existing site information that is available.
  - Define the feature or amenities in a conceptual fashion, give as much detail as possible (i.e 1000 watt diesel generator, 50 ton air cooled chiller, etc.)
  - Discuss priority level of both mandatory and optional project features.
  - Discuss any site permitting requirements or work required due to regulatory requirements (i.e wetland mitigation, scrub-jay mitigation, gopher tortoise relocation, etc.)
  - Identify all project costs that must be accounted for in the budget, specifically, permitting fees or application costs, impact fees, testing, etc.
- CM prepares "Conceptual Budget Estimate" based on info discussed at "kickoff meeting".
- Conceptual Budget Review Meeting
  - Review Conceptual Estimate against available funds
  - Review costs of mandatory and optional features and decide which are to be included in the project based on priority level and available funds
  - Adjust the Conceptual Estimate based on County decision on which features to include
- CM publishes a narrative that details all features to be included in the design, along with the conceptual project costs. This document is in alignment with the budget and becomes the basis from which the designers begin the design.

The designers start with a project concept that is well defined and within budget. As they progress through the design process, the CM will periodically prepare a new estimate to verify that the design of the feature and amenities for the project stays within the budget. If individual elements

or the overall cost of the design begins to creep up, these periodic estimates will allow the team to evaluate the causes and make informed decisions on how to deal with these issues early.

If the costs of the designed elements begin to exceed the budget, the CM will make recommendations on alternate construction techniques or methods that can be employed that can lower the costs, while at the same time retaining the desired feature and its underlying functionality.

CONSTRUCTION PROCESS

Cost control during the construction process begins during the bidding phase, which occurs prior to the development of the GMP. The key to maintaining the projects costs at the lowest possible level is to eliminate any omissions or duplications in the subcontractor's bids. FPC does this by developing clear, concise, comprehensive scopes of work which are given to the subcontractors prior to bidding. This ensures that all work is properly allocated to a responsible trade and that there are no missing pieces, which would lead to the need to maintain additional contingency funds. Additionally, these scopes ensure that there is no duplication of work, which would add unneeded costs to the bids.

Once the bids are awarded, the scopes of work ensure that each subcontractor understands what is included in their subcontract and eliminates the possibility of confusion or change orders later in the project.

C. DEMONSTRATE ABILITY TO PREPARE ACCURATE ESTIMATES

The following list represents a sampling of local projects that FPC's proposed team has been involved in. These projects have all been handled in the manner described above and have been designed and constructed within the available budget.

- *South County Regional Park (completed, on budget)*
- *CC Jail Expansion (completed, on budget)*
- *Laishley Park (completed, on budget)*
- *Charlotte County Event Center (completed, on budget)*
- *Peace River Botanical Gardens (completed, on budget)*
- *Cheney Brothers Distribution Center (completed, on budget)*
- *Charlotte County Sheriff's District 1 HQ (completed $145,000 under budget)*
- *Veterans Memorial Park (completed $35,000 under budget)*
- *West County Annex (completed $1,000,000 under budget)*

WHO WILL RESPONSIBLE FOR COST CONTROL?

Similar to "maintaining the schedule", cost control is a team effort, especially during the design phase. The CM will lead the effort by continually tracking the design against the budget and will make recommendations regarding cost savings or alternate construction techniques to lower costs and keep the functionality.

During the bidding phase and the construction phase, the CM has responsibility to control costs. This is done through the methods described above and through effective onsite management of the work to eliminate inefficiencies or costly rework.

D. DESCRIBE METHODOLOGIES FOR INCORPORATING PROJECT MANAGEMENT AND REPORTING/DOCUMENTATION TECHNIQUES

We are no strangers to working on projects with a high level of public interest. From the Event Center, to the Sports Park and the Cheney Brothers project, we have all become accustom to the general public's desire to be informed as to the progress of these high-profile projects. Our method to deal with this "need to know" is not complicated, but it works.

First, we believe that you must manage expectations. Meaning that the Schedule discussed in Section V must be developed early in the process and shared with all relevant parties. This way they know what is planned, when it is supposed to happen and they can follow the process and see that things are going as planned. This goes a long way towards eliminating the second guessing that can occur if the public is left to guess what is happening.

Second, we like to keep the media on our side. We do this much the same way we keep the public informed, only there is more of a direct dialogue with the media. Again, this ensures that they know what is happening, and when, and they are less likely to publish incorrect or misleading information that will be misunderstood by the public.

Third, we actively ensure that the public is physically separated from the construction activities through fencing and other barriers, but we encourage them to be able to visually monitor the daily work. This satisfies the normal curiosity and promotes a sense of ownership in the process. We also are respectful of, and attempt to answer any questions that the general public asks us directly.

E. RECENT, CURRENT, AND PROJECT WORKLOAD

Below are the ACTUAL values of work put in place during the most recent completed year, the PROJECTED values for the current year and ESTIMATED project backlog (work not yet started for 2019).

2011-2016:	$5,021,167 (Yearly Average)
2017:	$12,112,131
2018:	$13,868,255
2019 Projected:	$10,000,000

FPC has sufficient staff to accomplish this project.

Section VI

PRESENT PROPOSED APPROACH FOR THIS PROJECT

FLORIDA PREMIER CONTRACTORS

VI. PRESENT PROPOSED PRE-CONSTRUCTION APPROACH FOR THIS PROJECT

A. WHAT'S YOUR APPROACH TO CONSTRUCTABILITY AN BIDDING?

❑ Constructability:

We will review the planned elements of the Family Services Center and will look at all the practical construction options and make recommendations for the system that will provide the best value. This could include comparisons of structural systems, such as load bearing masonry or structural steel columns and joists, among other options.

Evaluation criteria would look at items such as;

- ✓ Initial cost
- ✓ Life cycle costs
- ✓ Maintenance requirements
- ✓ Aesthetics and functionality

❑ Quality Assurance:

We believe that quality assurance begins with the close attention to detail. This applies equally to making sure the work is installed correctly AND to selecting the right subcontractors to ensure that the work is done right the first time. Our team has done more work in Charlotte County than anyone else and we know the strengths and weaknesses of the local subcontractor market. This will allow us to hire the right local subcontractors to make sure the work is done right. Additionally, having been involved in almost all the large projects built in Charlotte County in the last 10 years, ensures that we also know which regional subcontractors to look to when necessary.

The quality of the final product is of paramount importance and the following procedure ensures that we deliver the highest quality on every project.

PRE-CONSTRUCTION-QUALITY ASSURANCE

- ***Review plans early in the process*** to identify areas of conflict, difficult construction features and for opportunities to simplify the plan. This information can be relayed to the design team for potential changes. In situations where the design cannot be changed, this information is reviewed with subcontractors to ensure proper planning and procedures are undertaken to ensure a high level of quality.
- ***Shop drawing/submittal review*** is critical in identifying mistakes before material reaches the field. This process ensures proper materials are provided and specifications are met, and greatly minimizes the possibility of field modifications.
- ***Quality conferences***, including the owner, architect, and contractor, are held prior to construction to identify expectations and key areas of quality concern. This is particularly helpful in ensuring the quality of complex or unique construction applications.
- ***Contractual Enforcement*** provides the written basis for achieving expected quality levels. All FPC subcontracts contain provisions for following specified steps to ensure quality installations.

CONSTRUCTION-QUALITY ASSURANCE

During construction, our quality control method involves three phases of inspection (preparatory, initial, and follow-up).

- ***Mobilization Conferences*** are held just prior to a subcontractor moving on site. This process ensures that pre-construction information is communicated to field staffs, laying out specific inspection milestones and schedules, including expectations of quality.
- ***Mock-ups*** are commonly used for assemblies where the quality level is difficult to adequately describe in written contract documents. Representative mock-ups can be reviewed, critiqued, and approved before installation begins.
- ***Early Field-Testing*** is effective when done before critical installations such as exterior window systems and glazing. Early testing of completed assemblies can prove to be a valuable way to flush-out unexpected installation problems. If problems arise, corrections are made before costs and schedules are impacted.
- ***Initial inspections*** are performed upon the completion of representative portions of work, and include examinations of the quality of workmanship. This procedure works extremely well when the architect and/or owner's representatives participate, allowing a physical demonstration of the quality expected at the onset of work.
- ***Follow-up inspections*** are conducted at established intervals depending on the individual scope of work. Once work is complete, a final inspection is conducted by the contractor and, if necessary, items are reworked before the architect's official final inspection.

❑ Bidding:

The key to successfully bidding a project involves several key steps. If each of these steps are followed, we will receive competitive, complete, and accurate bids which will ensure the lowest possible cost and the highest quality.

The first step is to identify the local and regional bidders who are likely to be interested in the project. This can be done through local trade organizations or construction listing services, such a CMD or Blue Book, but a better approach is the use of a Project Management Information System Software (PMIS) to maintain an accurate and up-to-date list of subcontractors that we have worked with in the past. Having this list in PMIS has several benefits:

- Automates the bidding process and makes electronic transmission of drawings possible. This saves both time and the cost of copying blueprints.
- Helps ensure that ALL subcontractors have an opportunity to submit a bid. No one is overlooked and the project benefits from having maximum bidder participation.

The next step is to **prequalify the bidders**. This ensures that the subcontractors are;

- Licensed as required by state and local guidelines.
- Have the proper limits of insurance.
- Are financially stable and have the resources to perform the work.
- Can provide a payment and performance bond, if required.

Next **electronically distribute** the bid documents to the prequalified subcontractors. The bid document will include the following;

- Plans
- Specifications
- Supplemental information
- Detailed scope of work to ensure accurate bids are received

Once bids are received, we will conduct a thorough **post bid review** to ensure bids are complete and accurate and cover the required scope of work.

Compile a **Bid Tabulation Sheet** that details the bids received on a trade-by-trade basis and review this information with the County and follow it up by submitting a **Recommendation of Award** letter for approval.

❑ Cost and Schedule Control:

As detailed in ***Section V***, FPC utilizes a set of cost and schedule controls that has been proven on numerous Charlotte County projects. These same processes will be implemented on the West County Annex project to ensure the success of this project as well.

B. WHAT CHALLENGES DO YOU ANTICIPATE AND HOW DO YOU PROPOSE TO RESOLVE THEM?

Labor shortages are likely to be one of the problems we will face on this project. When the economy slowed in 2008, the construction industry in Florida was especially hard hit. Many of the workers moved into other trades, or left the state to follow the little work that remained. The work force has not recovered yet. Each month more commercial and residential construction appears and the limited workforce is getting stretched farther. Statewide, we are constantly hearing reports that subcontractors cannot find enough qualified workers to hire. Locally, the problem is compounded even more because our commercial work has been fairly stagnant for the last 5 years and there is not enough steady work to begin to draw workers back to this area. There are several ways to deal with this problem.

Accurate scheduling: By creating an accurate schedule and keeping it up to date, we can give the subcontractors and accurate idea of when the need to have crews available for our project. This helps the subcontractors internally schedule and prioritize their work and ensures that they are not surprised when we need them to start.

Efficient management: Running the project efficiently in the field also helps minimize the effects of the labor shortage. A clean and efficient site and a well-run project, where work is scheduled in the right sequence allows subcontractors to work faster and complete their work with less manpower.

Know the subcontractors: In spite of all efforts to overcome, the effect of the labor shortage there will always be some subcontractors that are spread too thin to effectively handle another project. The best way to avoid this is to know the capabilities and current workload of the subcontractors that you

request bids from. It is also helpful to have relationships with other local general contractors so you can get real time updates on how subs are performing. Good communication goes a long way towards identifying subs that are having problems on someone else's project and should therefore be avoided in the short term.

Material availability is another issue that can be problematic these days. It's important to note that the issue is with "availability" of material which is not the same as a true "shortage" of material. In 2006, we had true shortages of key materials like cement and steel. These items were simply not available in quantities to meet the needs of the industry. What is happening today is not lack of raw materials, but rather limited production capabilities at the manufacture's level. The key difference is that there are ways to deal with production issues, where there is very little you can do to overcome a true shortage of material. The key is to select and order the needed materials as early as possible even if there a chance that the material will be ready to ship before you need it. It's better to pay a minimal storage fee than to lack a key component of the project that can delay the completion date.

Working on an occupied site can add challenges and complexity to a project as you must take steps to keep the existing operation running smoothly. Minimizing the impacts to the ongoing operations in a campus setting is nothing new to FPC. As highlighted in ***Section II*** of this proposal we effectively managed the construction around the existing West County Annex operations in order to avoid any disruptions. We will employ the same techniques on the Family Services Center as outlined in our site logistics plans included in ***Section II***. In summary these steps will involve 1) physical separation, 2) separate construction entrances, 3) proper pre-planning, including scheduling of any disruptive work to occur afterhours or on weekends, and most importantly 4) good communication and follow through.

Proof of these techniques can be seen in the work FPC is currently engaged in at the Murdock 5-story Administration Building. This project involves the floor-by-floor renovation of the public restrooms on all 5 floors of the building. We have gone to great lengths to ensure that this work has minimal impact of the function of the building or its occupants.

Working in a neighborhood setting can create issues. Building a commercial building in a residential setting can lead to friction with the neighbors. We faced a similar issue when we built the Sheriff's District 1 facility in a residential area of west County. By running a clean, secure jobsite and avoiding any disruptive work activities during the early morning hours we were able to keep the local residents reasonably content with the ongoing construction.

C. WHAT METHODS WILL YOU EMPLOY TO ENSURE CHARLOTTE COUNTY RECEIVES A QUALITY PROJECT?

FPC has a fully integrated Quality Control program as detailed in ***Section VI.A***. But this program is of little value without skilled supervisors who are well versed in the trades which they are supervising. Our on-site superintendent Ed Borowski is knowledgeable in all commercial construction techniques and has an impeccable eye for quality. Ed's field implementation of our quality control program will be seamless and will result in the highest level of quality for this project.

Section VII

PRESENT EXAMPLES OF RECENTLY ACCOMPLISHED SIMILAR PROJECTS

FLORIDA PREMIER CONTRACTORS

VII. PRESENT EXAMPLES OF RECENTLY ACCOMPLISHED SIMILAR PROJECTS

A. DESCRIBE THE PROJECTS TO DEMONSTRATE.

1. OVERCOMING CHALLENGING SCHEDULE AND COST CONTROL

Charlotte County West County Annex-Schedule and Cost Control:

The best and most recent example of FPC's ability to help control cost and schedule can be seen by looking at the West County Annex project. As mentioned elsewhere in this proposal that project is strikingly similar to the Family Services Center and several key ways. Namely, both buildings are roughly the same size, both serve multiple departments and both are built on occupied sites where the existing operations must be maintained until the project is complete.

FPC's involvement on the Annex project began early and we began by exploring phasing options for the project. We developed a plan that minimized the overlap of the old and new facilities and eliminated costly out of sequence work or phased work. We also came up with a way to keep the existing parking lot operational while the new parking lot was being built. This eliminated the need to spend money on a temporary parking solution. Additional areas we looked at included the focused elimination of duplicate support spaces, development of cost-effective ways to add architectural features to the building. Through teamwork and hard work, the team brought the project in well under budget and retuned $1,000,000 to the county.

A significant portion of this savings resulted from the fact that we reduced the overall staff required to build and manage the project. We did this by assigning Ed Borowski to the project. Ed filled dual rolls as the project manager and onsite superintendent. This eliminated the need for a separate part time PM. Additionally Ed aggressively managed the project in the field and was able to complete the new building over 2 months ahead of schedule, thereby reducing staff costs even more.

Charlotte County Event Center-Schedule Control:

The event center design process took a rather circuitous route through public input from various groups, the addition of funding from the City of Punta Gorda for exterior enhancements, and physical challenges posed by unsatisfactory soil conditions and a velocity zone. In March of 2007, Harvard Jolly's design was approaching completion and all of the above-listed issues were behind us. We reviewed the schedule with the County and based on the soon to be completed design, the associated permits, and the final County approval of the construction costs, we projected a start date of October 2007. For reasons that are unclear, the

County felt that the City of Punta Gorda would not be satisfied with an October start date and committed to starting the project a full 4 months earlier than projected. This news was delivered to Rob Humpel by the County Facilities Director during a public meeting with the City Council. The unplanned public announcement of an early start date left few options. Our team had to come up with a way to get the project started in June.

There were several difficulties associated with the early start. Chief among them was the fact that the final building design would not be complete until at least late July. Additionally, there was a 45-60 day process to compile the final construction costs and get final County approval. The earliest we could hope to start under normal circumstances would be late September.

In order to cut 3-4 months out of this sequence we had to get creative……The site design and associated drawings were nearly complete and we had a SFWMD permit for the site. Technically, we could start site work in June, provided the County would authorize an early site work package, which they agreed to do. Unfortunately, the project would stall soon thereafter due to lack of certain key building materials needed for the vertical construction. To avoid this, we developed a list of early materials that would have to be released before final permits/approvals and strategically included the necessary funding in the early site work authorization package. These items included:

- The main structural steel columns, beams, joists and metal decking
- Reinforcing steel for foundations and tilt wall panels
- Embedded items for connection of structural steel to tilt
- Underground material for mechanical, electrical and plumbing trades
- Special floor boxes used throughout the main hall

Receiving approval from the county for these items in the initial site authorization phase allowed us to begin shop drawings and order these key materials early to ensure the project would continue smoothly from the site to the building, without interruption. If this had not been planned and authorized, the start of the vertical construction would have lagged behind the site work and the completion date of the schedule would have been extended. Since the project was within the City limits, we also had to coordinate several early Permits through the City to coincide with the early start of construction. These permits had to be secured before the design was complete for the overall building. In order to do this we worked closely with the design team and their consultants to complete the associated sections of the drawings. These early permits included; Structural

Cheney Brothers Distribution Center-Schedule Control:

Foundations, Underground Electric, and Underground Plumbing. Once the drawings were complete we were able to follow up a secure the complete building permits through the City but these early permits allowed the work to proceed continuously from the start of early site work through the vertical construction.
Another good example of schedule control can be found on the Cheney Brothers project that FPC completed in October of 2015. On this project, the architect completed the drawings and we prepared our GMP estimate in the summer of 2014, with the expectation that we would be able to start the building in August and be complete 12 months later.

Shortly before we broke ground, the owner of Cheney Brothers decided he wanted to strengthen the roof structure for added hurricane resistance. This structural upgrade effected the entire structural steel package and also resulted in some changes to the foundations and tilt-wall. It took the architect close to 4 months to issue the revised drawings delaying our start date until December 2014.

In order to overcome the 4 month setback, we developed an expedited structural steel schedule that employed two steel erection crews and two cranes, in lieu of the single crew/crane that was originally planned. Additionally, we selectively authorized overtime for the steel crews on key areas of the building. This approach helped gain back some of the time lost to the redesign and in spite of facing the one of the wettest years in recent memory, we were able to complete the building in October only 10 months after receiving the revised drawings.

South County, Oyster Creek, Bayshore Parks-Cost Control:

The Construction Manager was brought on board late in the design process on the following projects; South County Park, Oyster Creek Park, and Bayshore Park. Many decisions were made in terms of the design of the Parks and the features that they contained without the participation or input of the CM. All three projects were over the available budgets. Members of our team, led by Rob Humpel, worked with the County and the designers to find ways to lower the costs and at the same time, minimize reductions to the projects' features or amenities. A few of the items we implemented were;

- Fill excavated from lakes had excellent drainage characteristics and was substituted for imported athletic field root zone material under baseball & soccer fields.
- Irrigation Pump Systems were simplified to reduce cost to keep the same function and performance.
- Lakes were over-excavated to generate all required fill on-site, thereby eliminating the need for imported fill.
- The 90 acre South County property was full of exotic & invasive trees. This made a tree survey impractical. Our team located desirable oaks, palms, and other trees as the site was cleared and preserved, or relocated them lowering the number or trees that had to be bought or planted.

- Our team requested approval for the use of an alternate drainage pipe material, which was granted and lowered costs.

- Parking lots were optimized and overflow grass parking was added where required.
- Park roads were designed to public roadway standards and were cost prohibitive. Our team worked with the County and the Public Works department to revise these to meet the actual traffic conditions.
- During the early sitework operations, a free-flowing artesian well was discovered in what would become the center field of the softball field. The CM had established adequate contingency during the GMP process and this well was able to be capped without adding to the project budget.

- The Bayshore Park restroom building was designed to be in keeping with the historic structures associated with the area. Unfortunately, the proposed design was both prohibitively expensive and had several constructability issues (i.e. it was impractical to build). Our team worked with the designers to develop a less expensive, buildable design that still kept the historic look of the building.

These measures allowed over $2,500,000 to be cut from the projects' cost and 90%+ of the projects features were unaffected.

2. ANY ADDITIONAL CONSTRUCTION COSTS CAUSED BY DESIGN DEFICIENCIES, NOT PROGRAM CHANGES

In the course of working on many projects for Charlotte County, our team has always worked closely with both the County and the designers, to ensure that there are no design deficiencies. One of the benefits of having the CM work hand-in-hand with the design team, is that you get another set of eyes on the design, which better ensures that items are not overlooked. In addition, the CM is focused on items like constructability, material availability, weather tightness and is able to provide input and guidance on these type of items to ensure that the final design does not have any deficiencies.

On a few County projects, there have been isolated cases where unforeseen problems were encountered. These problems have always been solved by the cooperative efforts of the team and the projects were completed within budget. A few examples of this type of item can be seen in the next section or in the Bayshore Park restroom building example discussed in ***Section VII.A.1***.

3. CONSTRUCTION PROBLEMS AND CORRECTIVE RESOLUTION

Having been involved with over $150,000,000 in Charlotte County Government Projects in the last 13 years, our team has had to deal with many "issues" that have come up that were unexpected. While we would hesitate to classify them as either "design deficiencies" or "construction problems", the methods used to solve them is similar and can best be illustrated using the following examples;

- *Charlotte Sports Park/Rays Spring Training Expansion:*

The initial concept for the outfield "Boardwalk" was really not a boardwalk at all. It was an elevated concrete walkway with retaining walls and a tunnel in centerfield to allow equipment access to the field. It was also prohibitively expensive. Our team developed the idea of a much less expensive, and many would say, much more appealing way to achieve the 360-degree experience by constructing an elevated boardwalk structure using maintenance friendly composite lumber.

- *Event Center:*
  Midway through the site permitting for the Event Center it became evident that there was a Velocity Zone crossing a portion of the property. It was equally apparent that the location and shape of the velocity zone defied logic and was likely the result of some historical photos or maps that were created while the site was being filled in the early 1900's. If left in place, this V-Zone would have required difficult and expensive construction techniques that would have been impractical with the allowable budget. Our team hired a consultant and was successful in getting the federal V-zone maps modified to eliminate this problem.

- *South County Park:*
  Hurricane Charley's path took it directly over South County Park. Construction was well underway when the storm hit and there was significant damage. One area hit especially hard was the sports lighting. While only one pole out of approximately 50 poles was actually broken, all of the poles exhibited cracking and other stress related signs that would surely have led to long term problems. Our team worked with the insurance carriers to find a workable solution. Initially, the insurance company declined to pay for the replacement of any of the unbroken poles. Our team photo documented the damages immediately after the storm and initiated a program to monitor the stress damage. Over the course of the next several months, we were able to prove that the damage was worsening and eventually got the insurance company to reimburse the cost of replacing all of the poles and fixtures at no cost to the County.

4. COMMUNICATION WITH THE DESIGN TEAM DURING BOTH PRE-CONSTRUCTION AND CONSTRUCTION PHASES

FPC's entire team has worked almost exclusively on projects where the CM was an integral part of the team that worked with the client and the Design Consultants to develop a project scope that met the operational needs of the client, while also fitting within the available budget. Additionally, FPC's key staff members have also spent the majority of their careers working on projects where the CM was an integral part of developing the scope of the project.

We highlighted the process that we employ to manage the cost in ***Sections V.B.1 & V.B.2*** and this same process is what allows the team to develop the scope of the project. As previously stressed FPC, as the CM, provides information and costs to the County and the designers along with recommendations on the pros and cons of different systems under consideration for inclusion in

the project. We also actively participate in the review and discussions of these systems, but the ultimate decision on what to include is the County's to make.

Charlotte County Event Center- Event Center Scope Development:

The best example of this process of developing the scope of the project can be seen by looking at the Event Center project. When Rob Humpel first became involved in this project, the decision at hand was a fairly simple one… the predecessor of the Event Center, the Memorial Auditorium, had been badly damaged in Hurricane Charley and the decision was easily made that the damage was too severe to repair and the order was given to tear it down. From there the decisions became much more difficult.

A few of the questions asked were… What should the replacement building be like? How big should it be? How much parking will be needed? What architectural "style" should the building be designed to?... There were many more questions, but these will serve to illustrate our involvement in the development of the scope.

What should the replacement building like and how big should it be?

These questions went hand-in-hand. The size and type of building are directly related to what it is used for. So that is where the team began the analysis. The architect, CM and a specialty consultant who focused on this type of building evaluated all the past "users" of the Auditorium in order to get a sense of the kinds of events that were held there. The results ranged from the Circus, to black-tie dinners, to children's dance recitals and garden shows. We also met with representatives of the school district to discuss high school graduation, which had grown too large to hold in the Auditorium. The hope was that the new building would once again allow Charlotte students to graduate in their own county.

The meetings with past user groups told us that the range of users varied tremendously, as did their requirements for the new building. We studied each group's needs, developed building features that each needed, evaluated costs associated with these features and identified commonalities between the users. The result of this effort was a report that showed that approximately 80% of the past events or desired future events could be housed easily within a building of between 40,000-50,000 square feet. The remaining events, which included HS graduation and large concerts, would require a building of over 75,000 square feet and would have required special elements like stadium/theatrical seating, which would have eliminated other more common event-types like the home shows, banquets or charity balls. The County's initial budget for the project was $12 million and was comprised of FEMA funds and Insurance proceeds. The available budget would not even support the 50,000 SF building let alone the 75,000 SF one. The difficult decision was made to focus on the 50,000 SF building that was more widely commonly needed by the various user groups.

How much parking will be needed?

This question would seem to be much easier than the first, but it wasn't. With the building size behind us it was possible to evaluate parking needs. The parking needs for a small dance recital were easily met, but larger events would involve more vehicles than could be accommodated on site. A parking garage was out of the question because of the budget. Our team had meetings with the city that led to discussions about creating pedestrian traffic in downtown Punta Gorda. Discussions with the team confirmed that this type of building draws people to and from local restaurants, bars and hotels and that off-site parking could help meet the needs of larger events. Counts of available on-street public parking and the early discussions about a City parking garage reinforced the concept that the site did not need to accommodate parking for the larger events because there were ample off-site spaces available that would promote pedestrian traffic throughout downtown.

Not everyone believed in the pedestrian traffic idea, but the budget was already strained and the site was not going to get any larger. As a compromise, our team designed the southern portion of the site as a surface parking lot, but planned it in such a way that a parking structure could be added, at a later date, without major rework or demolition.

What architectural "style" should be used?

This question proved the most difficult to address. The designers believed that the building filled a "Civic" role and that it ought to look the part. They proposed a neo-classical façade similar to what you might encounter in a larger city. The County seemed pleased with the "Look" but it didn't go over very well with the City or some of the local citizens groups. Rob Humpel, as the preconstruction team leader, suddenly found himself in the midst of a debate over the building style that involved the City Council, County Commission, TEAM Punta Gorda, and both City and County staff.

Rob Humpel's team prepared cost estimates on the different designs proposed and determined that the design elements favored by the City and TEAM Punta Gorda added additional costs to a building that was already straining the budget. Much discussion ensued and both the City Council and the County commission weighed in. Ultimately, the City agreed to kick in some additional funds to offset the cost of the added features and the designers incorporated them into the building.

Teaming with the Designers is nothing new.

As mentioned previously, teaming with the designers and the client to work through the development of a scope for a project is nothing new. While the Event Center may be an extreme example, it is something we do on virtually every project we are involved in. The example of the Boardwalk at the Sports Park given previously in ***Section VII.A.3*** is a further example of how this process works.

5. METHODS FOR INCORPORATING SUSTAINABILITY AND GREEN BUILDING PRACTICES IN THE CONSTRUCTION MANAGEMENT PROCESS

"Sustainability" has evolved over the last decade and the some of the trendiness has worn off, which is a good thing. When sustainability first became a buzzword in commercial construction, many local municipalities blindly jumped in, based on the desire to be good stewards of the

environment. While this was a noble goal, there were unintended consequences - namely cost and lack of any true benefit. Over the last five (5) years, we have seen sustainable design reach a point of functional stability. Essentially, clients who have built multiple sustainable projects have come to realize that there are some practices that make sense and some that do not. As a result, the focus has shifted away from the blind desire to be "sustainable", and towards a concept that can best be described as "intelligent design". Intelligent design looks at all available sustainable practices and makes a value-based decision on which of these to include in a given project. The cost of the practice is weighed against the benefit and an educated choice is made. Fortunately, Charlotte County's Green Building Ordinance allows sufficient flexibility to give the County and the designers the ability to make these value-based choices.

FPC's role is to help evaluate the "benefits" of the available sustainable options and determine the "cost" for each option. Our proposed Preconstruction Manager, Rob Humpel has both a degree in Mechanical Engineering and is a LEED Accredited Professional who will be able to provide the information needed to allow the County to make the value-based choices on which sustainable practices to incorporate into the District 3 project.

Specific areas we have found to be beneficial on recent Charlotte County projects are LED lighting, lower VOC components, high performance window systems, high efficiency HVAC and hot water equipment.

Section VIII

DESCRIBE YOUR EXPERIENCE AND CAPABILITIES IN THE FOLLOWING AREAS

FLORIDA PREMIER CONTRACTORS

VIII. DESCRIBE YOUR EXPERIENCE AND CAPABILITIES IN THE FOLLOWING AREAS

A. MULTIPLE ORGANIZATIONAL GOVERNMENT FACILITIES

FPC's entire team has experience on what is likely the most comparable building within Charlotte County, the West County Annex. This building was completed less than a year ago by the same team that FPC is proposing for the Family Services Center. Both the Annex and the Family Services Center house multiple organizations or departments that handle a variety of needs within our community. We understand the need for separate spaces for the different functions, but we also understand the need to eliminate unneeded redundancy of spaces that can sometimes occur within multi-organization facilities. We focused on this on the Annex and will focus on it here as well.

B. COST ANALYSIS AND CONTROL INCLUDING VALUE ENGINEERING

Minimizing cost while maximizing scope is often referred to as "Value Engineering" (VE) and is a vital part of every single project that our team is involved in. Human nature often pushes the desired features in a project past what the budget will allow. VE is a process that first identifies cost and then asks the question "can this be achieved in a different, more cost effective way"? The goal of this process is to maintain the function of the desired item, but to do so in a cost effective way that will fit within the allowable budget. The example of the Boardwalk at the Charlotte Sports Park highlighted in ***Section VII.A.3 & VII.A.4*** is a great example of how this process works.

Feature:	360 degree pedestrian/fan circulation around the baseball field.
Initial Design:	Series of elevated concrete walks with retaining walls.
Problem:	Construction costs far exceeded the available funds.
VE Solution:	Use of less expensive "Boardwalk" construction to achieve the same result.
Added Benefit:	Enhanced fan experience based on the "feel" of the boardwalks versus the original proposed concrete walkway.

In this example, you can see how the team was able to develop a lower-cost option that achieved the same result, which also had the added benefit of a better experience for the baseball fan.

The CM's role in the VE process is to provide information and options to allow the client to make the right choices for the project. To succeed in this process, the CM must be innovative, must understand the client's needs, and must be able to accurately estimate the costs of both the designed "feature" and any alternate ways to achieve the feature. FPC's team has been through this process with Charlotte County numerous times and has demonstrated this capability on multiple projects. We will bring this same dedication to the Family Services Center Project.

C. CRITICAL PATH METHOD

CRITICAL PATH METHOD

FPC uses Microsoft Project scheduling software to develop and manage our Critical Path Method (CPM) schedules on all of our projects. Since Charlotte County Facilities Management also uses this same software, it is simple and efficient to communicate the schedule information, both internally amongst team members and to outside parties such as the BoCC and the public.

Managing the CPM schedule is an active process that FPC aggressively pursues by updating the schedule on a regular basis, during both the design and the construction phases, as well as contractually obligating our subcontractors to the schedule during the bidding and subcontract award process.

The result of this is clear communication, complete understanding of the requirements of the schedule and ultimately a project that is completed on schedule.

D. PRE-CONSTRUCTION SERVICES WITH A FOCUS ON MINIMIZING COST WHILE MAXIMIZING SCOPE

As previously touched on in ***Sections V.B, VI.A, and VII.A.1***, cost analysis and control is the element of the Construction Manager at Risk delivery process that really adds benefit to a project. Having the CM on board throughout the design gives the team the ability to continually evaluate and monitor the cost of the project during the design phase. This ensures that the project scope is never allowed to exceed the budget, and avoids the costly redesigns that are all too common in other methods of project delivery. Our team has been through this process on numerous projects for Charlotte County and has never failed to bring a project to fruition within, or below the assigned budget.

The following projects are proof of the effectiveness of the techniques that FPC will use to ensure the success of the Family Services Center;

-
- *West County Annex*
- *Veterans Memorial Park*
- *Charlotte County Sheriffs District 1 Headquarters*
- *Charlotte County Jail Expansion*
- *Charlotte Sports Park/Rays Spring Training Expansion*

E. PERMITTING WITH CHARLOTTE COUNTY

Our proposed team has an outstanding relationship with the Charlotte County Building Department, including both the Building Official and the Zoning Manager. In fact, our team has been involved in permitting local projects totaling over $150 million through the Charlotte County Building Department, including projects for both Charlotte County and private clients. We have always maintained an excellent working relationship with the Building Department and have never run into an issue that we couldn't proactively solve.

FPC is confident that no other team has a longer or more successful track record of permitting projects in Charlotte County. The following list is a partial example of our permitting track record.

Projects Permitted by FPC's CM Team

(Partial Listing)

- West County Annex
- Rays Spring Training Complex
- Ann Dever Regional Park
- CC Fire/EMS Vehicle Maintenance
- Charlotte County Fire Station #13
- South County Regional Park
- Cheney Bros. Distribution Center
- Charlotte County Fire Station #14
- Bayshore Live Oak Park
- Four Points Hotel (PG permits)
- Charlotte County Fire Station #15
- CCSO District 1 HQ
- City of PG Fire Station #2 (PG permits)
- Charlotte County Fire Station #16
- Veterans Memorial Park
- Laishley Park & Marina (PG permits)
- Charlotte County Fire Station #08
- 2007 Jail Expansion
- Lemon Bay HS (school district permits)
- Charlotte County Fire Station #11
- CC Public Safety Complex
- Carmelita Football Concessions
- Charlotte County Fire Station #07
- CC Public Works Ops. Bldg.
- Florida Street Fuel Depot

Section IX

VOLUME OF WORK – TOTAL OF PAYMENTS RECEIVED FROM COUNTY WITHIN THE 24 MONTHS

FLORIDA PREMIER CONTRACTORS

IX. VOLUME OF WORK – TOTAL OF PAYMENTS RECEIVED FROM COUNTY WITHIN THE LAST 24 MONTHS

FPC has been involved with 2 projects with the County in the last 24 months and has received payments of $38,805.52 from the county during that time.

$0 - $49,999	**5 points**
$50,000 - $99,999	4 points
$100,000 - $199,999	3 points
$200,000 - $349,000	2 points
$350,000 - $499,999	1 points
$500,000 +	0 points

Section X

LITIGATION – HAVE YOU BEEN NAMED AS A DEFENDANT OR CO-DEFENDANT IN A LAWSUIT IN THE LAST FIVE YEARS

FPC
FLORIDA PREMIER CONTRACTORS

X. LITIGATION – HAVE YOU BEEN NAMED AS A DEFENDANT OR CO-DEFENDANT IN A LAWSUIT IN THE LAST FIVE (5) YEARS?

Florida Premier Contractors has **NOT** been involved in any litigation in the last five (5) years.

Section XI

MINORITY BUSINESS

FPC

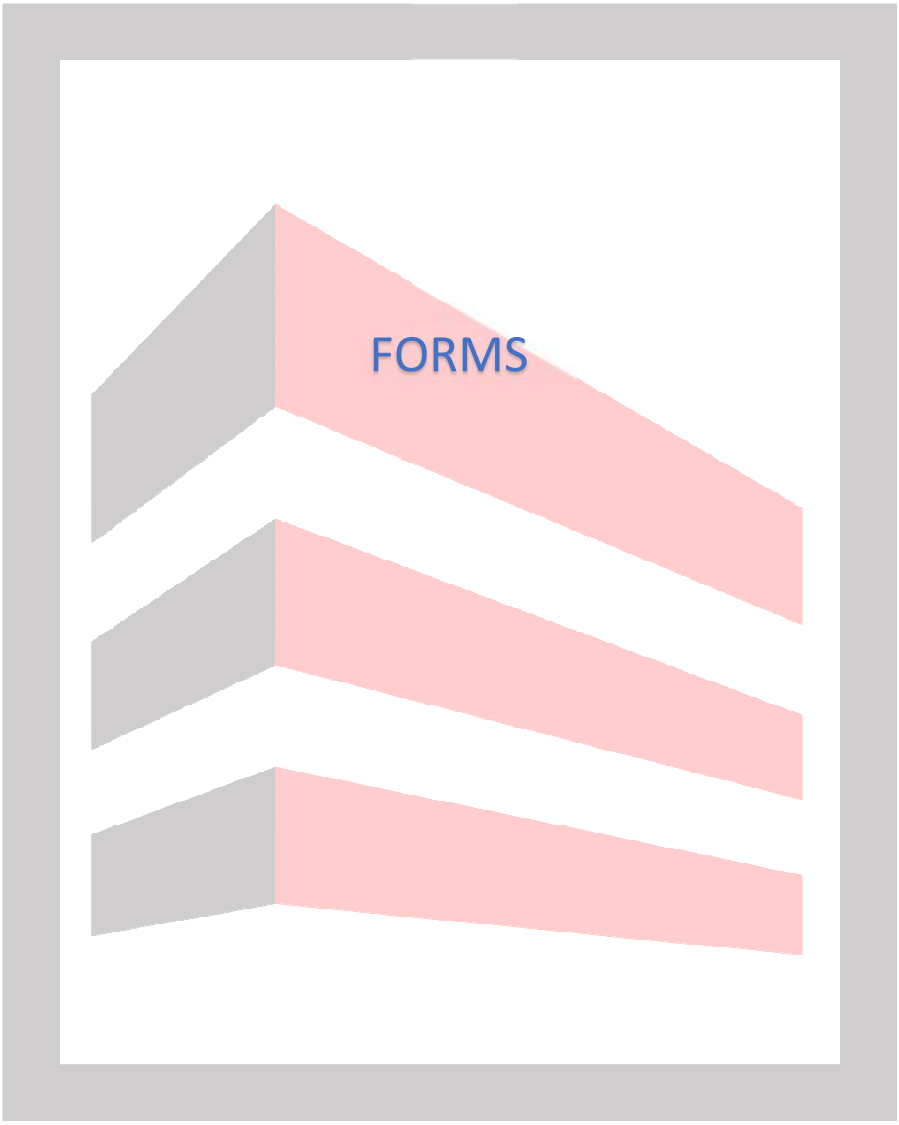
FLORIDA PREMIER CONTRACTORS

XI. MINORITY BUSINESS

A. Certified Minority – Value of 5
B. Non-Certified – Value of 0

Florida Premier Contractors is NOT a minority business enterprise. However, Florida Premier Contractors understands the County's Minority Business Enterprise Policy and Goals and we are committed to abide by the policy.

FPC



FPC

FLORIDA PREMIER CONTRACTORS

PART IV - SUBMITTAL FORMS
PROPOSAL SUBMITTAL SIGNATURE FORM

1.	Project Team Name and Title	Years experience	City of office individual will work out of for this project	City individual's office is normally located	City of individual's residence
	ROBERT HUMPEL	28	PUNTA GORDA	PUNTA GORDA	PUNTA GORDA
	CARLTON HUGHES	15	PUNTA GORDA	PUNTA GORDA	PUNTA GORDA
	CRYSTAL STOTT	18	PUNTA GORDA	PUNTA GORDA	PT. CHARLOTTE
	ED BOROWSKI	30	PUNTA GORDA	PUNTA GORDA	FT. OGDEN

2.	Magnitude of Company Operations	
	A) Total professional services fees received within last 12 months:	$ 13,868,255
	B) Number of similar projects started within last 12 months:	3
	C) Largest single project to date:	$ 29,000,000

3.	Magnitude of Charlotte County Projects	
	A) Number of current or scheduled County Projects	1
	B) Payments received from the County over the past 24 months (based upon executed contracts with the County).	$ 11,272,240

4.	Sub-Consultant(s) (if applicable)	Location	% of Work to be Provided	Services to be Provided
	NONE			

5.	Disclosure of interest or involvement: List below all private sector clients with whom you have an active pending contract and who have an interest within the areas affected by this project. Also, include any properties or interests held by your firm, or officers of your firm, within the areas affected by this project.	
	Firm	Address
	Phone #	Contact Name
	Start Date	Ending Date
	Project Name/Description	
	NONE	

NAME OF FIRM FLORIDA PREMIER CONTRACTORS, LLC

(This form must be completed and returned)

6. **Minority Business:** Yes _____ No X
The County will consider the firm's status as an MBE or a certified MBE, and also the status of any sub-contractors or sub-consultants proposed to be utilized by the firm, within the evaluation process.
Comments or Additional Information:

The undersigned attests to his/her authority to submit this proposal and to bind the firm herein named to perform as per contract, if the firm is awarded the Contract by the County. The undersigned further certifies that he/she has read the Request for Proposal, Terms and Conditions, Insurance Requirements and any other documentation relating to this request and this proposal is submitted with full knowledge and understanding of the requirements and time constraints noted herein.

By signing this form, the proposer hereby declares that this proposal is made without collusion with any other person or entity submitting a proposal pursuant to this RFP.

As Addenda are considered binding as if contained in the original specifications, it is critical that the Consultant acknowledge receipt of same. The submittal may be considered void if receipt of an addendum is not acknowledged.

Addendum No. 1 Dated 2/15/19 Addendum No._____ Dated_____ Addendum No._____ Dated_____

Addendum No._____ Dated_____ Addendum No._____ Dated_____ Addendum No._____ Dated_____

Type of Organization (please check one):

INDIVIDUAL	(_)
PARTNERSHIP	(_)
CORPORATION	(X)
JOINT VENTURE	(_)

FLORIDA PREMIER CONTRACTORS, LLC
Firm Name

941-205-1400
Telephone

941-205-1401
Fax

Fictitious or d/b/a Name

27-5215829
Federal Employer Identification Number (FEIN)

3691 TAMIAMI TRAIL
Home Office Address

PUNTA GORDA, FL 33950
City, State, Zip

8
Number of Years in Business

Address: Office Servicing Charlotte County, other than above

ROBERT HUMPEL
Name/Title of your Charlotte County Rep.

941-205-1400
Telephone

941-205-1401
Fax

ROBERT HUMPEL
Name/Title of Individual Binding Firm (Please Print)

Signature of Individual Binding Firm

2/19/19
Date

RHUMPEL@FPCBUILDS.COM
Email Address

(This form must be completed & returned)

AFFIDAVIT

Proposer affirms that information provided as it relates to Location & Facilities of Working Office is true and meets the definition and criteria as defined below:

Local office means the company has a valid Business Tax License issued by Charlotte County, Sarasota County or DeSoto County for at least 6 months prior to the proposal submission to do business within Charlotte County, Sarasota County or DeSoto County that authorizes the business to provide the services, and a physical business address located within the limits of Charlotte County, Sarasota County or DeSoto County from which the company operates or performs business. Post Office Boxes are not verifiable and shall not be used for the purpose of establishing said physical address. In addition to the foregoing, a company shall not be considered having a "Local Office" unless it contributes to the economic development and well-being of Charlotte County, Sarasota County or DeSoto County in a verifiable and measurable way (as identified by the criteria below). Also, companies must demonstrate and document the in-County/in-office capability and availability of the personnel working in the local office and the type of services performed at this location that is pertinent to the type of project. Companies shall affirm in writing their compliance with the foregoing at the time of submitting their proposal to be eligible for consideration as having a "Local Office". A company who misrepresents the local preference status of its company in a proposal to the County will lose the privilege to claim local preference for a one year period.

Please identify below by placing a checkmark next to the appropriate criteria and related points. Also, provide any documentation that substantiates the information given in this affidavit. Charlotte County reserves the right to request supporting documentation as evidence to substantiate the information given in this affidavit. Failure to do so will result in the proposer's submission being deemed non-responsive.

Location & Facilities of Working Office:

Length of time "Local Office" established:

X Local Office has been established more than 3 years	15 Points
__ Local Office has been established between 1 to 3 years	10 Points
__ Local Office has been established between 6 months to 1 year	5 Points
__ Local Office has been established less than 6 months	0 Points

Location of "Local Office":

X Headquarters located within the boundaries of Charlotte, Sarasota, or DeSoto County	20 Points
__ Satellite office located within the boundaries of Charlotte, Sarasota, or DeSoto County	15 Points
__ No local office presence	0 Points

Residencies of personnel which live in Charlotte, Sarasota or DeSoto County and are employed with the Prime Firm's Office; the Prime Firm's Office is defined as the office performing the services for this project:

X 50 % or more live in Charlotte, Sarasota or DeSoto County *	5 Points
__ 25 % to 49 % live in Charlotte, Sarasota or DeSoto County *	3 Points
__ Up to 25 % live in Charlotte, Sarasota or DeSoto County *	2 Points
__ None of the personnel live in Charlotte, Sarasota or DeSoto County	0 Points

*Personnel Affidavit attached to be completed by each person living in Charlotte, Sarasota or DeSoto County.

NAME OF FIRM FLORIDA PREMIER CONTRACTORS, LLC

(This form must be completed and returned)

Affidavit Cont'd:

Use of Local Sub-Consultants (Sub-Consultants meeting "Local Office" definition):

__Local Sub-Consultants on team with Prime	10 Points
X Local Prime is performing all services in-house	10 Points
__No local Sub-Consultants on team	0 Points

Sub-Consultant Name: _____

Address: _____

****

Company Name: FLORIDA PREMIER CONTRACTORS, LLC

Signature: _____

Title: PRESIDENT

Year Business Established: 2011 Circle the appropriate County: Charlotte DeSoto Sarasota

State of Florida
County of Charlotte

Sworn to and subscribed before me, a Notary Public, for the above State and County on this 19th Day of February, 2019.

Jill Calfee
Notary Public

JILL CALFEE
MY COMMISSION # GG 184903
EXPIRES: February 12, 2022
Bonded Thru Notary Public Underwriters

Commission Expiration

(Affix Official Seal)

The signee of this Affidavit guarantees, as evidenced by the sworn affidavit required herein, the truth and accuracy of this affidavit to interrogatories hereinafter made.

(This form must be completed & returned)

PERSONNEL AFFIDAVIT

The undersigned affiant says as an employee of the proposer listed below that "I live within the boundaries of Charlotte County, Sarasota County or Desoto County".

Proposer / Company Name: Florida Premier Contractors, LLC

Request for Proposal Number: 2019000232

Title of Project: CMC Risk-Family Services Center

Circle the appropriate County: (Charlotte) DeSoto Sarasota

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: Carlton J. Hughes

Signature: C. J. H

Title: V.P

WITNESSES:

Signed By: Jill Coffee

Print Name: Jill Coffee

Date: 02/19/19

Signed By: C. J. H

Print Name: Carlton J Hughes

Date: 02/19/19

PERSONNEL AFFIDAVIT

The undersigned affiant says as an employee of the proposer listed below that "I live within the boundaries of Charlotte County, Sarasota County or Desoto County".

Proposer / Company Name: Florida Premier Contractors, LLC

Request for Proposal Number: 2019000232

Title of Project: CM @ Risk-Family Services Center

Circle the appropriate County: Charlotte DeSoto Sarasota

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: JILL CALFEE

Signature: Jill Calfee

Title: Office Manager

WITNESSES:

Signed By: [illegible]

Print Name: Carlton J. Hughes

Date: 02/19/19

Signed By: [illegible]

Print Name: Carlton J. Hughes

Date: 02/19/19

PERSONNEL AFFIDAVIT

The undersigned affiant says as an employee of the proposer listed below that "I live within the boundaries of Charlotte County, Sarasota County or Desoto County".

Proposer / Company Name: FLORIDA PREMIER Contractors LLC

Request for Proposal Number: 2019000232

Title of Project: CM@ RISK - FAMILY SERVICES CENTER

Circle the appropriate County: (Charlotte) DeSoto Sarasota

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: Crystal M Stott

Signature: Crystal M Stott

Title: Project Manager

WITNESSES:

Signed By: Jill Caffee

Print Name: JILL CAFFEE

Date: February 4, 2019

Signed By: Kaitlin Drazek

Print Name: Kaitlin Drazek

Date: 2-4-19

PERSONNEL AFFIDAVIT

The undersigned affiant says as an employee of the proposer listed below that "I live within the boundaries of Charlotte County, Sarasota County or Desoto County".

Proposer / Company Name: Florida Premier Contractors, LLC

Request for Proposal Number: 2019000232

Title of Project: CMR Risk-Family Services Center

Circle the appropriate County: Charlotte DeSoto Sarasota

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: Edward Borowski

Signature:

Title: Project Manager

WITNESSES:

Signed By: Jill Calfee

Print Name: Jill Calfee

Date: 02/18/19

Signed By:

Print Name: Carlton J. Hughes

Date: 02/18/19

PERSONNEL AFFIDAVIT

The undersigned affiant says as an employee of the proposer listed below that "I live within the boundaries of Charlotte County, Sarasota County or Desoto County".

Proposer / Company Name: FLORIDA PREMIER CONTRACTORS

Request for Proposal Number: 2019000232

Title of Project: CMC RISK - FAMILY SERVICES CENTER

Circle the appropriate County: Charlotte DeSoto Sarasota

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: DOMINICK SEMENZA

Signature:

Title: SUPERINDENT

WITNESSES:

Signed By: Jill Calfee

Print Name: Jill Calfee

Date: 02/19/19

Signed By:

Print Name: Carlton J. Hughes

Date: 02/19/19

PERSONNEL AFFIDAVIT

The undersigned affiant says as an employee of the proposer listed below that "I live within the boundaries of Charlotte County, Sarasota County or Desoto County".

Proposer / Company Name: Florida Premier Contractors, LLC

Request for Proposal Number: 2019000232

Title of Project: CM@ Risk-Family Services Center

Circle the appropriate County: Charlotte DeSoto Sarasota

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: Michael Aviles

Signature: [signature]

Title: Project Manager

WITNESSES:

Signed By: [signature]

Print Name: JILL CALFEE

Date: 2/18/19

Signed By: [signature]

Print Name: Carlton J. Hughes

Date: 02/18/19

PERSONNEL AFFIDAVIT

The undersigned affiant says as an employee of the proposer listed below that "I live within the boundaries of Charlotte County, Sarasota County or Desoto County".

Proposer / Company Name: Florida Premier Contractors, LLC

Request for Proposal Number: 2019000232

Title of Project: CM @ Risk - Family Services Center

Circle the appropriate County: Charlotte DeSoto Sarasota

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: Scott Schultz

Signature:

Title: Superintendent

WITNESSES:

Signed By: Jill Calfee

Print Name: Jill Calfee

Date: February 4, 2019

Signed By: Crystal D Stott

Print Name: Crystal D Stott

Date: 2.4.2019

PERSONNEL AFFIDAVIT

The undersigned affiant says as an employee of the proposer listed below that "I live within the boundaries of Charlotte County, Sarasota County or Desoto County".

Proposer / Company Name: Florida Premier Contractors, LLC

Request for Proposal Number: 2019000232

Title of Project: CMC Risk-Family Services Center

Circle the appropriate County: (Charlotte) DeSoto Sarasota

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: Robert Humpel

Signature: [signature]

Title: President

WITNESSES:

Signed By: [signature]

Print Name: Jill Calfee

Date: 02/18/19

Signed By: [signature]

Print Name: Carlton Hughes

Date: 02/18/19

DRUG FREE WORKPLACE FORM

The undersigned vendor in accordance with Florida Statute 287.087 hereby certifies that FLORIDA PREMIER CONTRACTORS, LLC does:
(name of business)

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).

4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.

6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

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

Proposer's Signature

2/19/19
Date

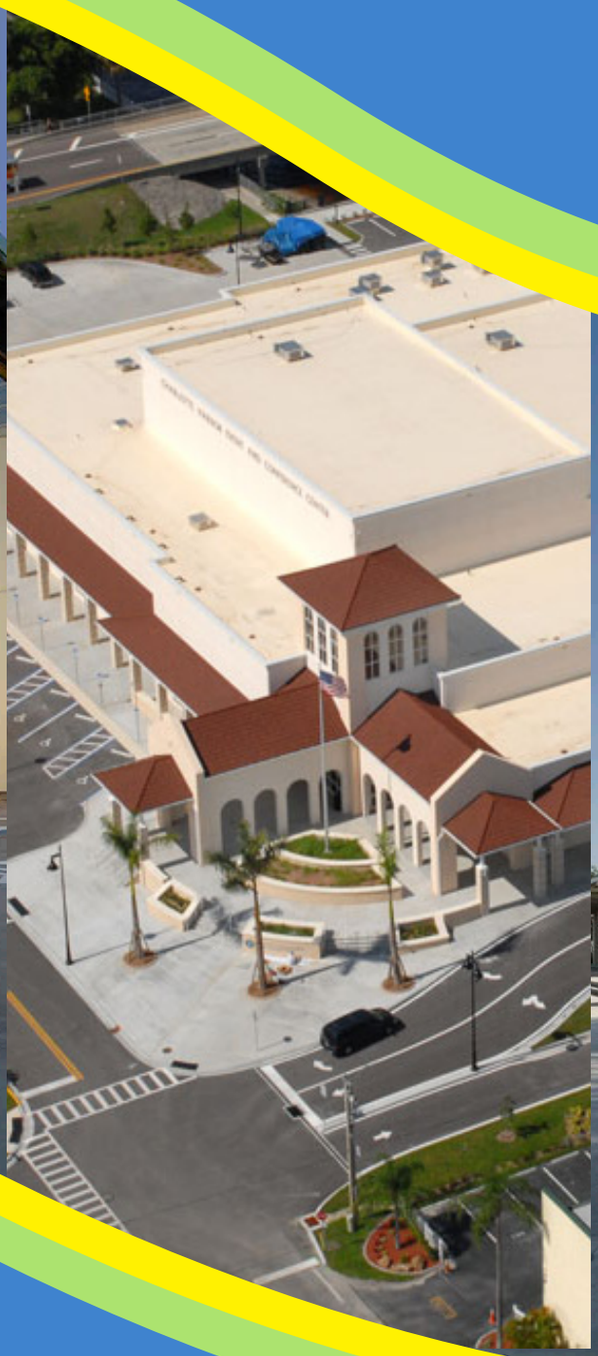
END OF PART IV

(This form must be completed & returned)

CONSTRUCTION MANAGER AT RISK FOR

FAMILY SERVICES CENTER

RFP NO. 2019000232



Wharton-Smith, Inc
CONSTRUCTION GROUP

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Wharton-Smith, Inc.
CONSTRUCTION GROUP

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Section XI. **Minority Business**

Section XII. **Required Forms**

Wharton-Smith, Inc.
CONSTRUCTION GROUP

Letter of Introduction

February 20, 2019

Senior Division Manager – Purchasing
Charlotte County Administration Complex
18500 Murdock Circle, Suite 344
Port Charlotte, FL 33948

Re: RFP #2019000232 - Construction Manager at Risk Services – Family Services Center

Dear Members of the Selection Committee:

Wharton-Smith, Inc. is excited about the opportunity to continue our relationship with Charlotte County in serving as your Construction Manager for the Family Services Center project. Our team is committed to delivering a successful, high quality project to the County and to that end, we have assembled an experienced team with an excellent track record to ensure it is a seamless, enjoyable process for all.

Our team brings the following ***key advantages*** to the Family Services Center project:

- **Public Sector Experience** – Wharton-Smith brings a strong depth of experience with government facility projects through-out the state of Florida. Over 95% of Wharton-Smith's work is performed for clients in the public sector, including work for over 80 counties, towns and cities statewide. Many of these have been community-based projects requiring significant input from multiple stakeholders as will certainly be the case on the Family Services building. With strong reliance on past successes of projects very similar in nature, you can rest assured that we will deliver a project that meets the needs of the community and exceeds the goals of Charlotte County.
- **Charlotte County Experience** – Our proposed team of Johnny Santos, CGC, Caryn Huff, LEED AP, Doug Whisler, Gene Willet, and myself have proudly worked together on multiple projects for the County and have collectively built well over 50 jobs within the county borders. As a result, this team's knowledge of the standards and requirements of local governing authorities, permitting agencies and building standards will be a direct benefit to the project.

  To further ward against unexpected concerns related to the site, we've also secured the consulting services of both Banks Engineering (Survey/Civil Engineering) and Universal Engineering (Material Testing) who have both previously worked on Charlotte County projects. With this experienced team, no time or money will be wasted on learning curves. This will effectively allow for more of the budget to go back into tangible scope elements of the project and incorporate the needs of the multiple user-groups that will be inhabiting the space rather than squandered on contractor overhead. Furthermore, this experience ensures our team will hit the ground running on day one, which will safeguard the schedule against unexpected delays and support an early or on-time delivery to generate savings back to the County. ***Our expertise with completing work for Charlotte County and of a similar scope will assure a smooth, worry-free project.***
- **Commitment to Charlotte County** – Unlike other projects, public sector jobs require a greater sense of financial responsibility. We acknowledge this mindset ***and embrace it***. Our team has the credentials and knowledge that will enable us to collaborate with the designers throughout the preconstruction process and take full advantage of cost saving opportunities as they arise throughout the project. There is no better example of this than with our recent effort on the Charlotte County Jail Infirmary project, in which the team was able to manage the budget and implement a number of cost saving value engineering ideas that ultimately resulted in a $200,000 returned savings to the County at the job's completion. We will also implement our sustainable practices to make viable material selections so as not to overburden the maintenance department responsible for the upkeep of the facility long after project completion.

With our team, it is not just about crossing the finish line, but rather fostering a collaborative environment that will inspire all stakeholders and end-users to have a voice throughout the entire construction process. We find that this management style is most conducive to driving a successful project and ***promoting optimal efficiency and useful life for the facility.***

- **Community Outreach** – Beyond our direct benefits to the project itself, we find that community involvement is one of the most rewarding core values for our company. We know that supporting the neighborhoods, non-profits, and other organizations in the Charlotte County community is key to providing a sense of balance and purpose in the professional lives of our employees. Wharton-Smith supports numerous local organizations throughout the year. Some of these include the Boys and Girls Club, United Way, Big Brother Big Sisters, and various youth sports. Additionally, for the third year in a row, we were a major sponsor of the Charlotte County Air Show, an event that provides funding to many local organizations. We are grateful for the opportunity to give back to a community that has embraced us and our work. Through our local Punta Gorda office, our primary goal is to provide quality construction that stands the test of time and ***generates a level of pride for you, the community and all of the project team participants.***

Relationships and partnerships like ours are built on one key element, **Trust**. You have come to trust in knowing that with our team, your problems become our problems and we work together to solve them. Trust is knowing that your deadlines are non-negotiable and that we have systems in place to ensure we never miss a completion date. Finally, trust in knowing that your money will be treated as if it were our own, by maintaining budgets, passing financial audits, and driving value management throughout the construction process to generate savings back to the County.

We look forward to being considered your construction management team and business partner for this venture and are fully committed to making the project a success in every way. We appreciate the opportunity to submit our proposal and look forward to discussing the project in greater detail in the near future.

Sincerely,
Wharton-Smith, Inc.

Tom Iarossi
Area Manager

I: TEAM PROPOSED FOR PROJECT

A. Background of Personnel

The team we have assembled for the Family Services Center project was thoughtfully constructed to ideally suit the needs of the County. Our collective experience includes successful governmental and public sector facilities constructed in the County and throughout the state of Florida. As you will see, our team offers the skills, experience and knowledge necessary to successfully construct the project within the County's schedule, budget and expectation of quality.

A1. Project Manager

Caryn Huff, LEED AP, is the proposed Project Manager for the Family Services Center project. Caryn is responsible for providing daily leadership to the project team and for the successful completion of all preconstruction and construction phases of the project. She will develop schedules, perform constructability reviews, value engineering and site logistics. During construction, she assists with all construction activities, including quality control, cost control, change orders, and close-out. As a LEED AP, Caryn will also ensure that sustainable construction practices are applied throughout the project to help achieve a facility with optimal efficiency and durability.

A2. Other Key Personnel

Doug Whisler is the proposed Sr. Superintendent for the Family Services Center project. Doug has been a valued resident of Charlotte County for over 21 years and has built over 40 projects in the Charlotte County area with the majority of them being directly for the Charlotte County Facilities and Construction Department. Doug is responsible for the successful completion of all field activities, including overall leadership for on-site field administration, technical management of all construction operations, and supervision of assistants, foremen, subcontractors, and other construction related personnel.

Mike Nunez will serve as Project Engineer for the Family Services Center project. As Project Engineer, Mike is responsible for facilitating subcontractor meetings, creating and distributing weekly owner and subcontractor meeting minutes, completing submittal reviews for compliance, communicating directly with the project architect, compiling operations/maintenance manuals, coordinating and tracking material deliveries, and taking weekly progress photos.

Susie Lampros will serve as the Project Assistant for the Family Services Center project. As Project Assistant, Susie supports the Project Manager and all field personnel on the jobsite performing administrative duties including daily reports, scheduling inspections, preparing AIA contracts and change orders, maintaining current Certificates of Insurance, preparing lien releases, maintaining calendar appointments, and coordinating meetings

Cristina Garcia will serve as the BIM Coordinator for the Family Services Center project. Cristina develops 3D drawings and modeling, which helps coordinate work between the trades and identify potential problems early on in the job. She also creates submittal drawings, reviews specifications, provides design assistance, creates field installation shop drawings, tracks changes to field drawings, and provides as-built drawings at the end of the project. Utilizing BIM provides value to the County by allowing the focus to remain on optimization of the facilities rather than the often time-consuming administration efforts in between.

Gilbert Orcasitas will be the Safety Manager for the Family Services Center project. As the Manager of Corporate Safety, Gilbert is responsible for all aspects of safety for Wharton-Smith. For this project, Gilbert will lead the development and implementation of the site-specific safety and environmental plans and will ensure compliance with all federal, state and local regulations.

Gene Willett will serve as the Preconstruction Services Manager for the Family Services Center project. Gene has 30 years of construction experience and a thorough knowledge of the construction industry in southwest Florida. Gene brings his unique and experienced approach to maintaining the County's sustainability goals for life cycle costs and will collaborate with the designers throughout the preconstruction process.

Johnny Santos, CGC, will serve as the Project Executive for the Family Services Center project. As a Project Executive, Johnny oversees all Project Managers on projects out of the Tampa and Punta Gorda Commercial offices. He will regularly visit the jobsite to offer support services and enforce additional quality control measures to help uphold the company expectations on systems, procedures and final product.

Tom Iarossi will serve as Area Manager for the Family Services Center project. Tom's responsibilities include ensuring the Family Services Center project will be completed on time, within budget and to the County's satisfaction. He will help provide executive guidance and problem-solving advice to our Project Manager and Project Superintendent. Tom has also personally overseen the successful certifications of over four area LEED Silver facilities and will use this experience to implement best practices ideas into the project.

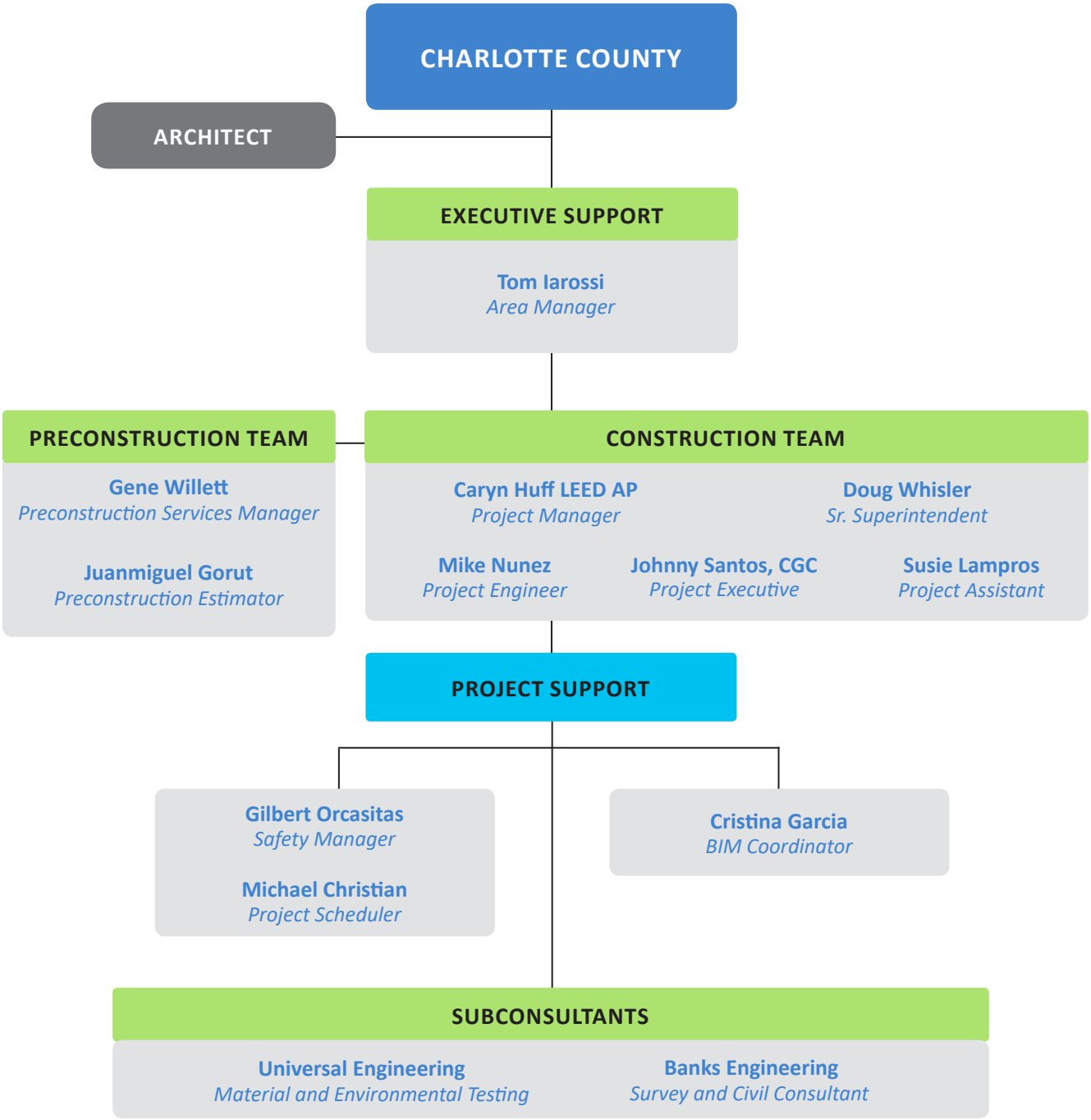
A3. Sub-Consultants

Banks Engineering is an established firm founded in 1992. Banks Engineering is a local civil engineering, planning and surveying firm offering professional services to meet the needs of our public and private clients throughout the state of Florida and will provide survey and civil engineering services as needed for this project out of their Port Charlotte office. With a well experienced staff they are able to provide a full range of professional services, from concept to construction, including surveying, land planning, engineering design, permitting and construction services to meet the projects needs and goals. In addition, Banks Engineering, not only offers a highly technical experienced team, but also offers a team that has a wealth of knowledge as to local codes and regulations and policies of the reviewing agencies. This experience has been provided to public and private clients for the development of a large range of projects.

Universal Engineering Sciences, Inc. is a consulting engineering firm specializing in geotechnical engineering, environmental sciences, construction materials testing, and threshold inspection. They are a growing firm with a strong position and reputation in the industry, and are always looking for ways to provide enhanced services. From their headquarters in Orlando, they operate a large (600+ employee) engineering firm with nineteen (19) offices strategically located throughout Florida and Georgia. These offices provide services throughout the southeastern United States. They did all the material testing on the Charlotte County Jail Infirmary project and the Charlotte County Jail expansion projects with Wharton-Smith. Most recently, they were ranked as the 185th largest engineering firm in the country. The firm's history and excellent working environment attract and assure the long-term employment of some of the most distinguished personnel in the industry.

A4. Staffing Levels and Positions Proposed

The team proposed below have proven experience on governmental and public sector facilities and are well versed on CM at Risk projects including those with accelerated schedule, multiple stakeholders and occupied sites. Resumes containing detailed information on each individual's experience and expertise can be found on the following pages. **The Project Manager identified will not be substituted without the express permission of Charlotte County Management.**



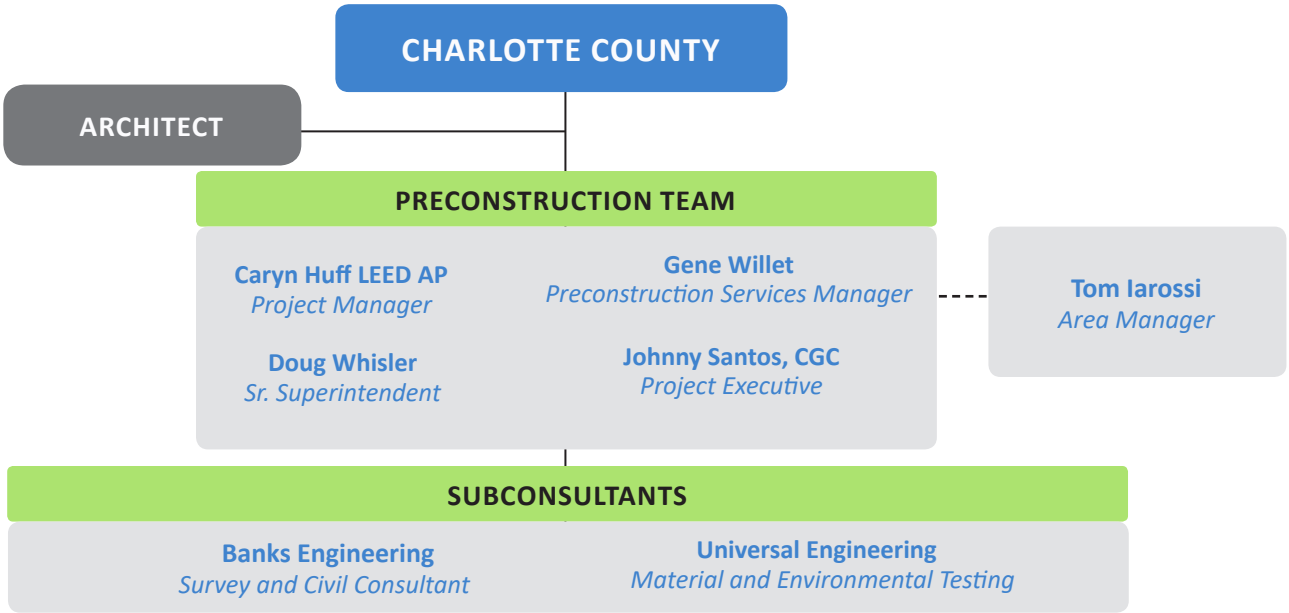
II: PROPOSED MANAGEMENT PLAN

A. Team Organization

We have proposed a highly qualified team of construction professionals to successfully manage the Family Services Center project for the County. Key staff members have been chosen for this project based on distinct qualifications in the required scope areas. Our team has significant experience in completing ***high profile community projects*** with multiple end users.

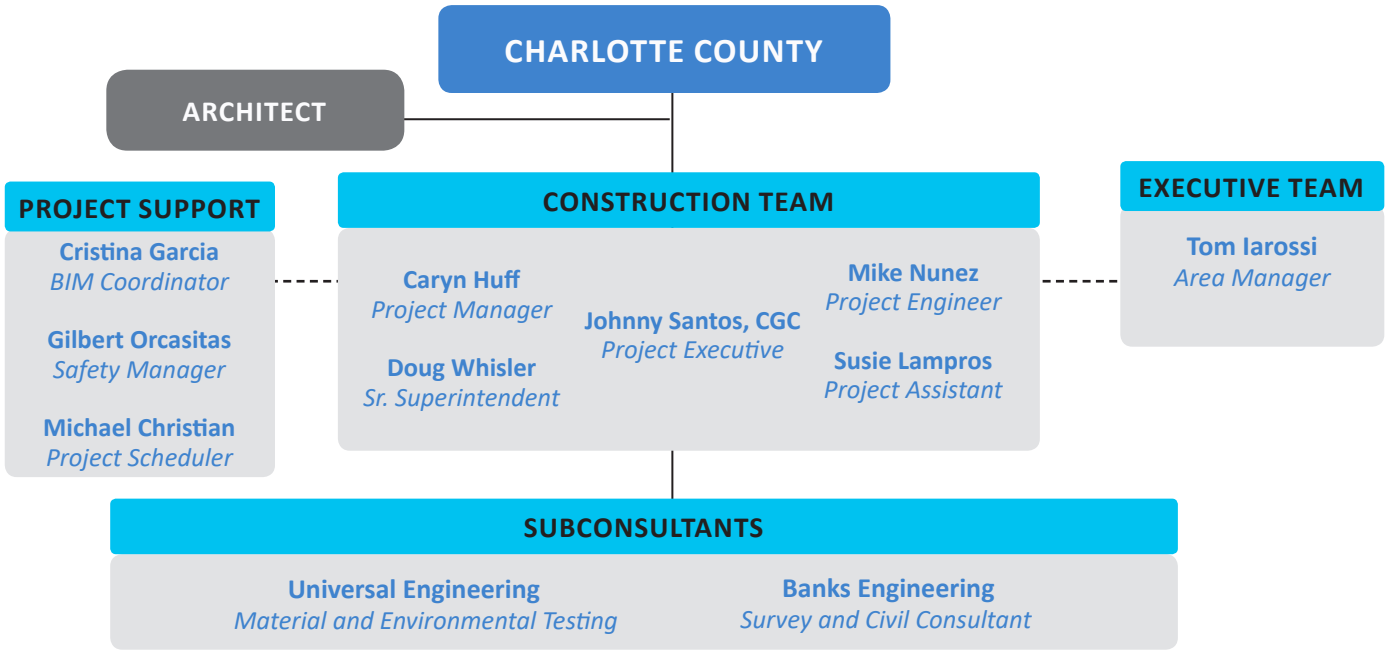
A1. Preconstruction Phase

Please refer below for the organizational structure of our team during the preconstruction phase.



A2. Construction Phase

Please refer below for the organizational structure of our team during the construction phase.



B. Resumes

Johnny Santos, CGC

Project Executive

ROLE AND EXPERTISE

As a Project Executive, Johnny oversees all Project Managers on projects out of the Tampa and Punta Gorda Commercial offices. He will regularly visit the jobsite to offer support services and enforce additional quality control measures to help uphold the company expectations on systems, procedures, and final product.

PERSONAL STATS

30 years in the construction industry
Certified General Contractor - FL
Class "B" Building Contractor
Prolog Construction Management Program
Electrical Journeyman
Low Voltage Certified Installer
First Aid/CPR; OSHA 30 hour

ADDITIONAL PROJECT EXPERIENCE

- Charlotte County Jail Expansion Phase I, Punta Gorda, FL*
- Charlotte County Jail Expansion Phase II, Punta Gorda, FL*
- Pinellas County Public Safety Facilities, Largo, FL*
- Charlotte County Justice Center, Punta Gorda, FL
- Charlotte County Sheriff's District 3 Office & Evidence Building, Port Charlotte, FL
- Shell Creek WTP Admin. Building, Punta Gorda, FL
- Charlotte Sports Park Renovations, Port Charlotte, FL

*Individual Project Experience

HIGHLIGHTED PROJECTS

Charlotte County Jail Infirmary
Punta Gorda, FL
$9 million, 24,000 s.f., new addition of a 128-bed infirmary. The multi-floor concept consists of an inmate clinic with exam rooms, pharmacy, laboratory, EKG area and direct observation cells, just to name a few.

Charlotte County Community Development
Port Charlotte, FL
$2.5 million, 22,810 s.f., addition and renovation of existing community development center.

Caryn Huff, LEED® AP

Project Manager, Lead Representative

ROLE AND EXPERTISE

Caryn has lived in the area for 25 years and is very familiar with Charlotte County building practices. She will be responsible for providing daily leadership to the project team and for the successful completion of all preconstruction and construction phases of the project. She will develop schedules, performs constructability reviews, value engineering and site logistics. During construction, she will assist with all construction activities, including quality control, cost control, change orders, and close-out. As a LEED® AP, Caryn will also ensure that sustainable construction practices are applied throughout the project to help achieve a facility with optimal efficiency and durability. **She will serve as the single point-of-contact for the Family Services Center project.**

PERSONAL STATS

28 years of experience, including direct experience with Charlotte County's processes and procedures.
B.S., Building Construction- Auburn University
LEED® Accredited Professional
Board Member, Charlotte Desoto Building Industry Association (CDBIA)

HIGHLIGHTED PROJECTS

Charlotte County Community Development
Port Charlotte, FL
$2.5 million, 22,810 s.f., addition and renovation of existing community development center.

Charlotte County Human Services Building
Port Charlotte, FL
$2 million, 12,500 s.f.,Clinic space that is Charlotte County's first LEED certified building. It is very energy efficient and utilizes a 10 kw solar array to generate a portion of the building's electricity.

ADDITIONAL PROJECT EXPERIENCE

- Charlotte County Health Dept., Punta Gorda, FL*
- Charlotte County Family Services Energy Upgrades, Port Charlotte, FL*
- Charlotte County Cultural Center Energy Upgrades, Port Charlotte, FL*
- Charlotte County Public Works Operations Center, Punta Gorda, FL*
- Charlotte County Sheriff's District 3 Office & Evidence Building, Port Charlotte, FL
- Charlotte County Jail Infirmary, Punta Gorda, FL
- Charlotte Sports Park Renovations, Port Charlotte, FL

*Individual Project Experience

Doug Whisler

Project Sr. Superintendent

ROLE AND EXPERTISE

Doug has lived in the area since 1994 and has been involved in numerous Charlotte County project. Doug will be located on-site full time during the construction phase and is responsible for all on-site activities. He supervises, sequences, coordinates, and monitors all work to ensure it is completed to the highest quality standards. Doug manages the day-to-day efforts of the subcontractor field staff to include all subcontractor meetings and pre-task planning. He will provide input and direction in the constructability reviews, logistics, and safety planning. Finally, Doug will ensures the jobsite is safe, clean, and secure on a daily basis.

PERSONAL STATS

39 years in the construction industry
Certified General Contractor – FL
OSHA 30 Hour; CPR/First Aid;
Confined Space; Fall Protection;
Scaffold; Trenching/Excavation;
Qualified Rigger; Flagger;
HAZCOM; MOT;
Forklift Operator

ADDITIONAL PROJECT EXPERIENCE

- Charlotte County Jail Infirmary, Punta Gorda, FL
- Charlotte County Harbor Event and Conference Center, Punta Gorda, FL*
- Charlotte County Vehicle Maintenance Facility, Punta Gorda, FL*
- Charlotte County Flight Training Facility, Punta Gorda, FL
- Charlotte County Sheriff's District 3 Office & Evidence Building, Port Charlotte, FL
- Shell Creek WTP Admin. Building, Punta Gorda, FL
- Charlotte Sports Park Renovations, Port Charlotte, FL

*Individual Project Experience

HIGHLIGHTED PROJECTS

Charlotte County Human Services Building*
Port Charlotte, FL
$2 million, 12,500 s.f., New construction of the administrative offices for the Human Services department that also includes a full service health clinic for county employees.

Charlotte County Community Development Center
Port Charlotte, FL
$2.5 million, 22,810 s.f., addition and renovation of existing community development center.

Mike Nunez

Project Engineer

ROLE AND EXPERTISE

Mike Nunez will serve as Project Engineer for the Family Services Center project. As Project Engineer, Mike is responsible for facilitating subcontractor meetings, creating and distributing weekly owner and subcontractor meeting minutes, completing submittal reviews for compliance, facilitating MEP coordination meetings, communicating directly with the project architect, compiling operations/maintenance manuals, coordinating and tracking material deliveries, and taking weekly progress photos.

PERSONAL STATS

13 years of experience in the project management field
B.S. in Professional Aeronautics, Embry-Riddle Aeronautical University Worldwide, 2015
FAA Certified, Drone Operator
Charlotte-DeSoto Building Industry Association, Affiliate Member
First Alliance Church, Mission One27, Foster Care Ministry

ADDITIONAL PROJECT EXPERIENCE

- Charlotte County Jail Infirmary, Punta Gorda, FL
- Shell Creek WTP Admin. Building, Punta Gorda, FL
- Charlotte Sports Park Renovations, Port Charlotte, FL
- Charlotte County Justice Center, Punta Gorda, FL

HIGHLIGHTED PROJECTS

Charlotte County Community Development Center
Port Charlotte, FL
$2.5 million, 22,810 s.f., addition and renovation of existing community development center.

Charlotte County Sheriff's District 3 Office & Evidence Building
Port Charlotte, FL
$9 million; One new 16,574 s.f. Sheriff's Administration Building consisting of ew offices, conference and meeting rooms, fitness areas with room for expansion. One new 24,565 s.f. Evidence Building consisting of new offices, evidence vaults, evidence processing and cleaning rooms, new impound evidence bays with new backup generator and chiller plant to service the entire site.

Susie Lampros

Project Assistant

ROLE AND EXPERTISE

As Project Assistant, Susie supports the Project Manager and all field personnel on the jobsite performing administrative duties including daily reports, owner and subcontractor meeting minutes, scheduling inspections, preparing AIA contracts and change orders, maintaining current Certificates of Insurance, preparing lien releases, maintaining calendar appointments, and coordinating meetings.

PERSONAL STATS

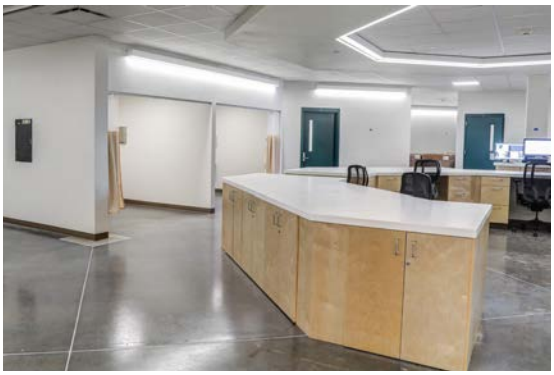
3 years in the construction industry
B.S. in Business Administration,
University of Florida

ADDITIONAL PROJECT EXPERIENCE

- Charlotte County Sheriff's District 3 Office & Evidence Building, Port Charlotte, FL
- Shell Creek WTP Admin. Building, Punta Gorda, FL
- Charlotte Sports Park Renovations, Port Charlotte, FL
- Charlotte County Justice Center, Punta Gorda, FL

HIGHLIGHTED PROJECTS

Charlotte County Community Development Center
Port Charlotte, FL
$2.5 million, 22,810 s.f., addition and renovation of existing community development center.



Charlotte County Jail Infirmary
Punta Gorda, FL
$9 million, 24,000 s.f., new addition of a 128-bed infirmary. the multi-floor concept consists of an inmate clinic with exam rooms, pharmacy, laboratory, EKG area and direct observation cells, just to name a few.

Gilbert Orcasitas

Safety Manager

ROLE AND EXPERTISE

Gilbert is responsible for safety training and inspections at all of Wharton-Smith's jobsites. He visits jobsites at least twice a month and conducts safety inspections. Gilbert completes training in both Spanish and English, including new employee safety orientation, in-house competent person training for trenching, excavation, fall protection, confined space, scaffold, rigging, work zone safety, flagger training, back-hoe loader operator, track-hoe operator, and forklift-lull operator.

PERSONAL STATS

34 years in the construction industry

AHA CPR and First Aid Certified

OSHA 502

Florida Department of Transportation Maintenance of Traffic (MOT) Advanced (Refresher)

ASME Rigging Trainer Development Course

ADDITIONAL PROJECT EXPERIENCE

- Charlotte County Sheriff's District 3 Office & Evidence Building, Port Charlotte, FL
- Shell Creek WTP Admin. Building, Punta Gorda, FL
- Charlotte Sports Park Renovations, Port Charlotte, FL
- Charlotte County Justice Center, Punta Gorda, FL

HIGHLIGHTED PROJECTS

Charlotte County Community Development Center
Punta Gorda, FL
$2.5 million, 22,810 s.f., addition and renovation of existing community development center.

Charlotte County Jail Infirmary
Punta Gorda, FL
$9 million, 24,000 s.f., new addition of a 128-bed infirmary. the multi-floor concept consists of an inmate clinic with exam rooms, pharmacy, laboratory, EKG area and direct observation cells, just to name a few.

Cristina Garcia

BIM Coordinator

ROLE AND EXPERTISE

As Virtual Design and Construction Manager, Cristina works with the design team to develop 3D drawings and modeling, helps to coordinate work between the trades, and identifies potential problems early on in the job. She also creates submittal drawings, reviews specifications, provides design assistance, creates field installation shop drawings, tracks changes to field drawings, and provides as-built drawings at the end of the project. Cristina is also involved in the creation of computer generated animations and renderings used in Wharton-Smith presentations.

PERSONAL STATS

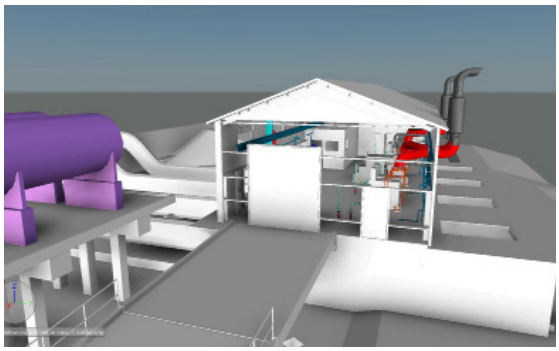
8 year in the construction industry
AutoCAD Operator Diploma, Lakeland College, Canada
Software Engineering Courses, Polytechnic University, Jose Antonio Echeverrie, Havana City, Cuba
Bently AutoPlant
ISOGEN
Navisworks
AutoCAD Rastor Design
Fabrication CADmep

ADDITIONAL PROJECT EXPERIENCE

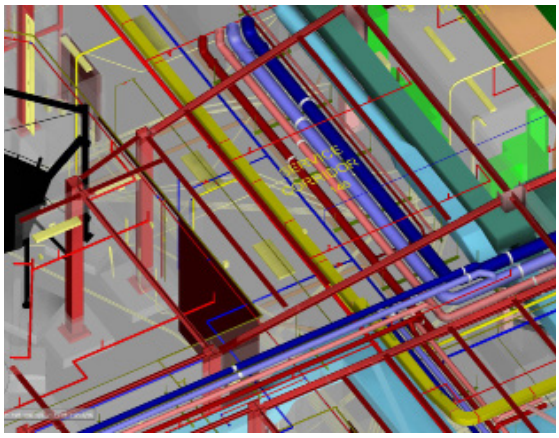
- Suncore, Fort McMurray, Fort Hills Project, Alberta, Canada ($17 billion)*
- Suncore, Energy Oil Sands, Fort McMurray, Alberta, Canada*
- Talisman Energy, Alberta, Canada*
- Husky Oil Operations Ltd. Lloydminster Upgrader, SK, Canada*

*Individual Project Experience

HIGHLIGHTED PROJECTS



Northwest Regional Water Reclamation Facility Expansion*
Hillsborough County, FL
$182 million



Universal Studios Orlando Projects*
Orlando, FL
$Confidential. Example of a conglomerate model for MEPF and structural coordination

Gene Willett

Preconstruction Services Manager

ROLE AND EXPERTISE

Gene directs and manages the preconstruction process. He works closely with the owners and design teams to ensure all necessary resources are supplied for the preconstruction effort, beginning with the programming documents and schematic design phase. Gene is responsible for the cost estimate, GMP development, value engineering, and works closely with the construction team to develop the bid packages and determine best value recommendations. Gene has the knowledge and know-how to support all estimating aspects of the Family Services Center efforts as required. Gene works closely with members of the project team during preconstruction for constructability, site utilization, and scheduling reviews.

PERSONAL STATS

30 years of experience with estimating in the construction industry
B.A. - Florida Atlantic University
MBA - Florida Atlantic University
Graduate Concentration in Accounting - University of Phoenix

ADDITIONAL PROJECT EXPERIENCE

- Charlotte County Jail Infirmary, Punta Gorda, FL
- Charlotte County Flight Training Facility, Punta Gorda, FL
- Charlotte County Jail Security Fencing, Punta Gorda, FL
- Charlotte County Sheriff's District 3 Office & Evidence Building, Port Charlotte, FL
- Shell Creek WTP Admin. Building, Punta Gorda, FL
- Charlotte Sports Park Renovations, Port Charlotte, FL
- Charlotte County Justice Center, Punta Gorda, FL

HIGHLIGHTED PROJECTS

Charlotte County Jail Expansion, Phase I
Punta Gorda, FL
$11 million, 13,525 s.f. work release, 4,889 s.f. video visitation building, 3,750 s.f. training / armory and 4,128 s.f. maintenance building.

Charlotte County Jail Expansion, Phase II
Punta Gorda, FL
$42 million, 165,000; Addition of 548 beds, new expanded intake/booking area and additional housing pods (136,982 s.f.) and the successful replacement of the existing Electronic Security Control System while the existing jail remained operational.

Tom Iarossi

Area Manager

ROLE AND EXPERTISE

Tom will oversee all preconstruction and construction services are provided to ensure the delivery of a successful project. He will work closely with all stakeholders including the County staff, user groups, and design team members to develop a detailed construction plan and ultimately execute it.

PERSONAL STATS

24 years of experience with estimating in the construction industry
Certified Building Contractor
Masters of Construction Management - University of Florida
BS in Business Marketing - Florida State University

ADDITIONAL PROJECT EXPERIENCE

- Federal Correctional Complex Coleman, Coleman, FL*
- Charlotte County Jail Security Fencing, Punta Gorda, FL
- Saint Leo University Student Community Center, Saint Leo, FL*
- USF Research Park, Tampa, FL*
- BayCare Headquarters, Tampa, FL*
- Charlotte County Community Development Center, Port Charlotte, FL
- Charlotte County Sheriff's District 3 Office & Evidence Building, Port Charlotte, FL
- Shell Creek WTP Admin. Building, Punta Gorda, FL
- Charlotte Sports Park Renovations, Port Charlotte, FL
- Charlotte County Justice Center, Punta Gorda, FL

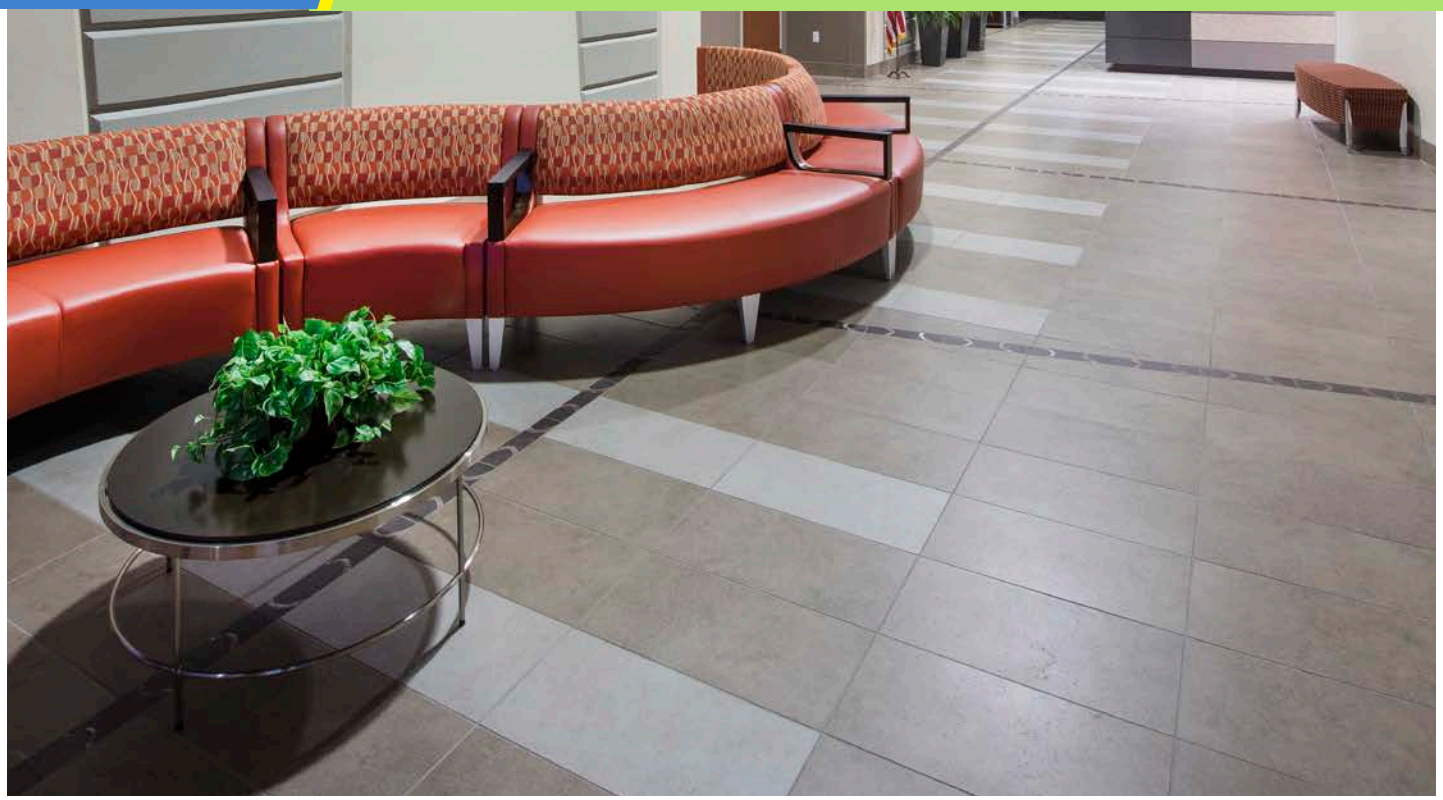
*Individual Project Experience

HIGHLIGHTED PROJECTS

Charlotte County Jail Infirmary
Punta Gorda, FL
$9 million, 24,000 s.f., new addition of a 128-bed infirmary. The multi-floor concept consists of an inmate clinic with exam rooms, pharmacy, laboratory, EKG area and direct observation cells, just to name a few.

Charlotte County Flight Training Facility
Punta Gorda, FL
$492,000, Interior and exterior renovation of existing Hangar 115 to provide approximately 1,500 s.f. new office space and general refurbishment. New modular operations building of approximately 3,500 s.f. 1.4 acre site development to support project needs.

III: PREVIOUS EXPERIENCE OF THE TEAM PROPOSED FOR THIS PROJECT



The Wharton-Smith Advantage

Charlotte County Jail Infirmary

The vast majority of Wharton-Smith's experience is with CM at Risk projects. Wharton-Smith understands the services necessary to complete a CM at Risk project in a timely and cost-effective manner and has consistently done so throughout the Southwest Florida region and across the state alike. We operate under the open-book principle with our GMP, and we understand the necessity for our staff to provide accurate updates on cost, value engineering, and scheduling during this project. Our experience has allowed us to develop sound procedures, identify qualified participating vendors, perform within expedited schedules, maintain involvement in all permitting, create standard bid package forms, understand early procurement needs, and provide quality work. Project status reports, schedule updates, phasing documents, and meeting minutes will provide the County and all stakeholders with updates and accurate information at all times.

Our Project Manager, Caryn Huff, LEED AP, offers vast project specific and local experience. Caryn most recently served as Project Manager for the Community Development renovation and expansion. This was a very high profile, multi-phased project located on the Charlotte County Administration Center campus. The building was open and operational during construction and housed multiple departments to include building, zoning and code enforcement. Caryn has also successfully managed several other high profile projects with multiple end users including the Justice Center renovations and the Charlotte Sports Park. In addition to Caryn's extensive experience in construction, she spends a great deal of time supporting local organizations and non-profits on behalf of Wharton-Smith. Some of these include United Way, Boys & Girls Club, Big Brothers-Big Sisters and the Charlotte-DeSoto Building Industry Association (CDBIA).

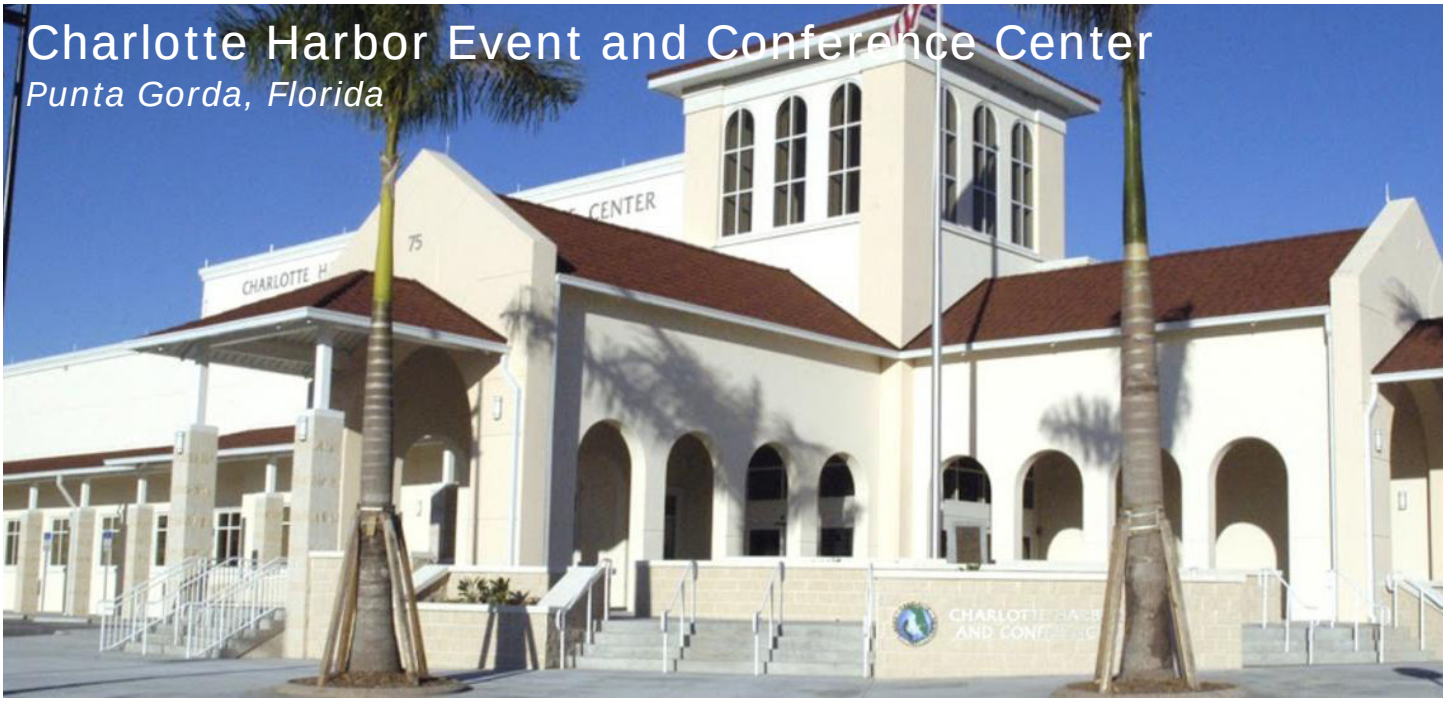
Our team has extensive experience with Charlotte County. We have built a team that is not only the best at performing public sector projects with a tremendously successful track-record to prove it, but that same team is passionate about the well-being of the County and the community members within it. Our Project Executive, Johnny Santos, CGC, previously managed both Phase I and Phase II of the Charlotte County Jail Expansion project along with our Preconstruction Services Manager, Gene Willett. This project was completed on time, with no disruption to the day-to-day jail operations, and with a $2 million cost savings to the County.

Our Sr. Superintendent, Doug Whisler, has completed over 40 total projects throughout his esteemed career in the Charlotte County area and has been a proud resident of Charlotte County for 25 years. Doug has built namesake County projects such as the Charlotte Harbor Event & Conference Center, the Charlotte County Human Services Building, and the Charlotte County Public Safety Building. The knowledge and insight that Doug has gained by working so closely with the County throughout his career will effectively eliminate any learning curve and thus expedite the schedule to ensure the project is completed on time and with minimal disturbance to the surrounding neighborhood. With his home residence a short distance from the Family Services Center site location, Doug has a vested personal interest in ensuring this project is the new benchmark of success. Our team will continually work to ensure we are a "good neighbor" to the surrounding community and to all the County project stakeholders throughout the construction process.

Government Building Experience. Wharton-Smith has over 30 years of experience providing quality building construction services for public and municipal clients. Our strong depth of experience with government facility projects throughout the state of Florida range from small renovation/conversion projects under $1 million to the new construction of public safety buildings, city halls, fire stations and police headquarter complexes in excess of $20 million.

As you will see on the following pages, our team has extensive experience with high profile community projects. Our team is uniquely qualified for all of these planned service needs and the expertise they bring to the table will provide the stakeholders with the necessary assurance that we are the right contractor to make the Family Services Center project a true success!

A. Describe Like Projects



KEY RELEVANCIES

- ✓ Multi-Purpose Building
- ✓ Charlotte County Project
- ✓ Community Project with Various End-Users
- ✓ Administrative Offices

Doug Whisler supervised the construction of the Charlotte Harbor Event and Conference Center for Charlotte County, Florida. The Center is a 45,230 s.f. facility built for the purpose of providing the citizens of Charlotte County a state of the art convention and event center to replace the structure that was destroyed by Hurricane Charley in 2004. The building includes a 19,857 s.f. multipurpose hall, meeting and dressing rooms, and office areas for the staff. A food service area capable of serving 400 guests with a kitchen is also included. The building is hurricane rated and is built to withstand 130 mph wind speeds.

Owner's Representative:	Charlotte County Government ▪ 18500 Murdock Cir. ▪ Port Charlotte, FL 33948 ▪ P 941.743.1906
Completion Date:	August 2008
Cost / Size of Project:	$19.6 million ▪ 45,230 s.f.
Firm's Responsibility:	Individual Experience of Doug Whisler, Sr. Superintendent

Charlotte County Human Services Building

Port Charlotte, Florida

KEY RELEVANCIES

- ✓ Government Building
- ✓ Charlotte County Project
- ✓ Same Sr. Superintendent and Project Manager
- ✓ LEED Silver Certified

The Charlotte County Human Services Building design is a 12,500 s.f. building. Approximately 7,500 s.f. of this building is dedicated to the Human Services Program, with the remaining 5,000 s.f. originally dedicated to shell office space. This space was subsequently programmed and designed to serve as a health clinic. Clinic space includes X-ray facilities, laboratory space, exam rooms, and prescription distribution room. Doug Whisler collaborated with Caryn Huff on the solar array, energy efficiencies and LEED Certification for this project. The project was designed to LEED Silver standards and was Charlotte County's first LEED certified building.

Owner's Representative:	Charlotte County Government ▪ 18500 Murdock Cir. ▪ Port Charlotte, FL 33948 ▪ P 941.743.1906
Completion Date:	2011
Cost / Size of Project:	$2 million ▪ 12,500 s.f.
Firm's Responsibility:	Individual Experience of Doug Whisler, Sr. Superintendent and Caryn Huff, Project Manager - LEED Certification

Charlotte County Community Development Office Expansion

Port Charlotte, Florida

KEY RELEVANCIES

- ✓ Occupied Project Site
- ✓ Administrative Offices
- ✓ New Construction and Renovation
- ✓ High Profile Public Project
- ✓ Multiple End-Users
- ✓ Same team

There are two phases to the Community Development Office Expansion project. Phase 1 consists of constructing a new concrete block and stucco 5,000 sqft addition onto the Community Development building at 18400 Murdock Circle and Phase 2 consists of interior renovations to the existing 17,931 sqft Community Development building at 18400 Murdock Circle. Doug Whisler and Caryn Huff managed the design and construction of this project. One challenged faced with this project was managing the end-users to maintain the project schedule. Wharton-Smith's team facilitated end-user scope and scheduling meetings that allowed us to keep the end-users on task as required per the contract.

Owner's Representative:	Charlotte County, FL ▪ 18500 Murdock Circle, Bldg D ▪ Port Charlotte, FL 33948 ▪ P 941.764.4130
Completion Date:	March 2019
Cost / Size of Project:	$2.5 million ▪ 5,000 s.f.
Firm's Responsibility:	Construction Management Services

Holden Heights Community Center

Orlando, Florida

KEY RELEVANCIES

- ✓ Administrative Offices
- ✓ New Construction
- ✓ High Profile Public Project

Wharton-Smith, Inc. provided general contractor services for the construction of a new community center for the Holden Heights community. The 9,973 s.f. building features a contemporary design and is constructed of tilt-wall, structural steel, and glass curtainwalls. The interior includes a large multi-purpose room for meetings and receptions, classroom, computer lab, administrative offices and conference room, a 2,294 s.f. covered deck, and a 345 s.f. uncovered deck. The project also included an underground exfiltration system for stormwater, new sanitary system for the community center and surrounding residences, a parking lot, retaining walls, landscaping and site amenities.

"Your Staff has gone above and beyond our expectations of performance and have always put the project goals first. They have done an excellent job with communication and proven to be an asset to the overall success of this project."
–Guysen Bohler, Project Manager, Orange County Capital Projects

Owner's Representative:	Orange County Governtment ▪ 400 E. South Street ▪ Orlando, FL 32801 ▪ P 407.836.0042
Completion Date:	May 2015
Cost / Size of Project:	$3.7 million ▪ 12,612 s.f.
Firm's Responsibility:	Construction Management Services

Westside Community Center

Sanford, Florida

KEY RELEVANCIES

- ✓ Administrative Offices
- ✓ New Construction and Renovation
- ✓ High Profile Public Project

Wharton-Smith provided preconstruction and construction management services for the addition and renovation of the existing Westside Community Center. The project included a 10,000 s.f. gymnasium addition, new basketball court, new game room and new craft area. Renovations to the existing multi-purpose room, full service kitchen, bathrooms, front entrance with offices, and computer lab. Work also included all sitework and exterior renovations to the facility.

Owner's Representative:	City of Sanford ▪ 300 North Park Avenue ▪ Sanford, FL 32771 ▪ P 407.688.5144
Completion Date:	June 2009
Cost / Size of Project:	$2.3 million ▪ 10,000 s.f.
Firm's Responsibility:	Construction Management Services

Sanford Public Safety Complex

Sanford, Florida

KEY RELEVANCIES

- ✓ Law Enforcement Facility
- ✓ Records Area
- ✓ Offices & Administrative Areas
- ✓ Similar Budget
- ✓ Built Using Sustainable Measures

The Sanford Public Safety Building is a two-story, 75,655 square-foot complex consisting of three buildings – a 44,000 square-foot Police Headquarters, five-bay Fire Department Headquarters and 850-square-foot Vehicular Museum Building joined together by a common secured corridor. Engineered and built to stand winds in excess of 150 mph, the structure also serves as an emergency operations center and hurricane shelter for the surrounding communities.

As construction manager for the high-profile project, Wharton-Smith worked diligently with the City of Sanford and neighboring residences and businesses within the Goldsboro community to keep everyone informed of possible disturbances throughout the project. The cutting-edge design and high-quality construction of the new complex has become a catalyst, inspiring new development and improvement within the historic neighborhood.

> *"Wharton-Smith provided top notch preconstruction phase services critical to assisting design development within the City's project budget. They were very responsive to owner requested changes. Wharton-Smith did not compromise on quality and was able to deliver the project on time and on budget."* – Nicholas Mcray, Sr. Project Manager, City of Sanford

Owner's Representative:	City of Sanford ▪ 300 North Park Avenue ▪ Sanford, FL 32771 ▪ P: 407.688.5070
Completion Date:	October 2010
Cost / Size of Project:	$16.5 million ▪ 74,648 s.f.
Firm's Responsibility:	Construction Management at Risk Services

Charlotte County Jail Infirmary

Punta Gorda, Florida

KEY RELEVANCIES

- ✓ Active Project Site
- ✓ High Security Project
- ✓ Records Area
- ✓ Provides Access to Medical Services for Inmates
- ✓ Same Sr. Superintendent, Project Manager, Area Manager, Preconstruction team, Safety Manager, and Project Scheduler

"The $9.8 million project weighed heavily on my shoulders. The Wharton-Smith staff provided unwavering leadership and management which made the project a success and more importantly, enjoyable"
–Major Earl A. Goodwyne III, Charlotte County Sheriff's Office

Wharton-Smith was selected as the construction manager to provide preconstruction and construction services for a 128-bed infirmary to the Charlotte County Jail. The multi-floor concept consists of an inmate clinic with exam rooms, pharmacy, laboratory, EKG area, negative pressure isolation rooms, direct observation cells, mental health area, a dental area with exam stations, offices, records area, and storage. After the start of construction, the team was directed to add windows to the cell pods of the infirmary. Although funding was captured within the GMP, additional cost needed to be considered for steel support for the windows and engineering for proper temperature control of each cell.

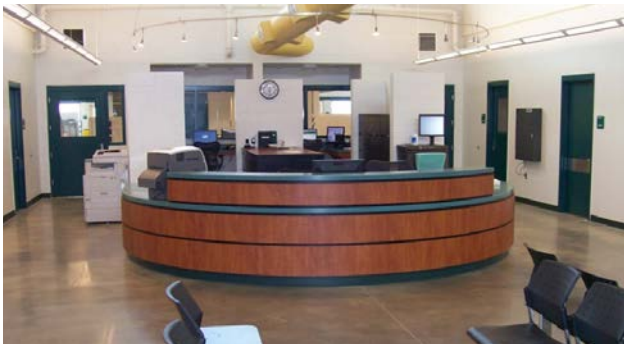
Owner's Representative:	Charlotte County Government ▪ 18500 Murdock Cir. ▪ Port Charlotte, FL 33948 ▪ P 941.743.1906
Completion Date:	February 2018 (est.)
Cost / Size of Project:	$9.8 million (est.) ▪ 24,000 s.f.; 128 beds
Firm's Responsibility:	Construction Management at Risk Services

Charlotte County Jail Expansion – Phase I

Punta Gorda, Florida

KEY RELEVANCIES

- ✓ Charlotte County Project
- ✓ Security Elements
- ✓ Law Enforcement Facility
- ✓ Same Senior Project Manager, Preconstruction Services Manager, and Subconsultants



Johnny Santos and Gene Willett provided preconstruction services on the Phase I Expansion to the Charlotte County Jail. Phase I work included a new 13,525 s.f. Work Release Building for admitting inmates, a 4,889 s.f. Video Visitation Building which allowed the public to visit inmates without having to enter the jail, a 3,750 s.f. training/armory building, and a 4,128 s.f. maintenance building.

> *"Johnny did an excellent job and was a vital asset during his tenure on the project. The project would not have been as successful without his participation."*
>
> -Roger Warner, Project Manager, Facilities Construction & Maintenance, Charlotte County

Owner's Representative: Charlotte County Government ▪ 18500 Murdock Cir. ▪ Port Charlotte, FL 33948 ▪ P 941.743.1906

Completion Date: October 2005

Cost / Size of Project: $9.9 million ▪ 170 acres

Firm's Responsibility: Individual Experience of Johnny Santos, Project Executive; Gene Willett, Preconstruction Services Manager

Charlotte County Jail Expansion – Phase II

Punta Gorda, Florida

KEY RELEVANCIES

- ✓ Charlotte County Project
- ✓ Occupied Project Site
- ✓ Same Senior Project Manager, Preconstruction Services Manager, and Subconsultants
- ✓ Law Enforcement Facility

Johnny Santos served as Senior Project Manager and Gene Willett provided preconstruction services on the Phase II Expansion to the Charlotte County Jail. Phase II work included the addition of 548 beds, expansion to the intake/booking area, additional housing pods, emergency generator expansion, new emergency utility water and sewer system, and replacement of the Electronic Security Control System while the existing jail was operational.

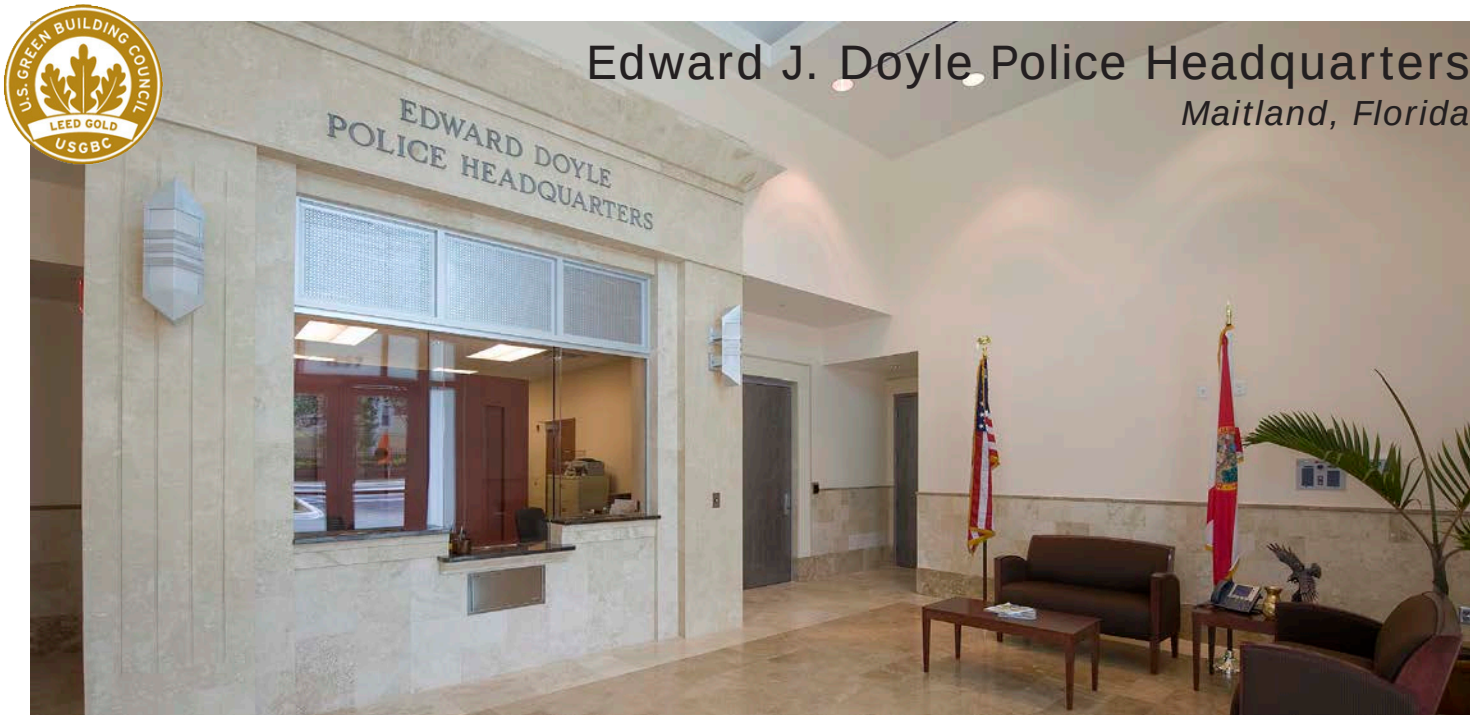
> *"Johnny was a key player throughout the construction process. He possesses the ultimate 'can do' attitude while taking on all tasks with a positive energy."*
> *– Roger Warner, Project Manager, Facilities Construction & Maintenance, Charlotte County*

Owner's Representative: Charlotte County Government ▪ 18500 Murdock Cir. ▪ Port Charlotte, FL 33948 ▪ P 941.743.1906

Completion Date: March 2010

Cost / Size of Project: $26 million ▪ 136,982 s.f.

Firm's Responsibility: Individual Experience of Johnny Santos, Project Executive; Gene Willett, Preconstruction Services Manager

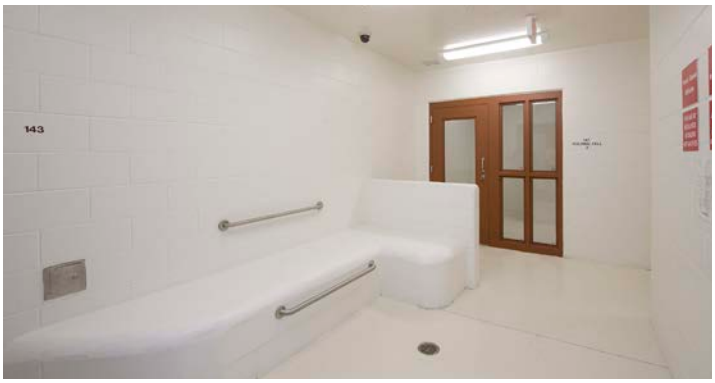


Edward J. Doyle Police Headquarters

Maitland, Florida

KEY RELEVANCIES

- ✓ Multi-Purpose Building
- ✓ Administrative Spaces
- ✓ Security Improvements
- ✓ Records Center
- ✓ Holding Cells
- ✓ LEED Gold Certified



This two-story, 17,289 square-foot Police Headquarters boasts the latest technology and security innovations and serves as a symbol of within the Maitland community. The ground floor consists of reception, records quartermaster, evidence processing, storage, and three high-security prisoner holding cells off of a secured sally port and entrance. The second floor houses administration, including offices for the Chief of Police and commanders. The facility also includes a large, multi-purpose conference and training room.

The project incorporates sustainable design and building strategies to achieve LEED Gold certification with the U.S. Green Building Council. Wharton-Smith provided preconstruction, construction management, and LEED coordination for the project.

Owner's Representative:	City of Maitland ▪ 1776 Independence Lane ▪ Maitland, FL 32751 ▪ P 407.539.6211
Completion Date:	November 2009
Cost / Size of Project:	$4.1 million ▪ 17,289 s.f.
Firm's Responsibility:	Construction Manager at Risk Services

Charlotte County Jail Expansion Phase I

Our proposed team brings with them a unique synergy of not only being familiar with Charlotte County's policies and procedures, but also with one another, as demonstrated in the Charlotte County Jail Infirmary. This team's deep government facility portfolio, familiarity with Charlotte County's policies and procedures, and synergy of working as a team means no learning curve and a seamless delivery of your project. Additionally, our team has worked with both proposed subconsultants on numerous projects in Charlotte County, two of which are the Charlotte County Jail Expansion and the Charlotte County Human Services Building.

B. Permitting Experience with Environmental Impact

We have developed a highly efficient method for meeting regulatory requirements. By determining all permitting/approval requirements early in the process, we can customize a plan to obtain permitting/approvals in the most expeditious manner. In the beginning stages of the project, we quickly identify and address any issues that may require special attention. We work with regulatory agencies to agree on requirements and permit schedule durations. When possible, informal pre-submittal review meetings are held with permitting officials to obtain valuable input. Early and open dialogue with all required agencies aids in expediting the permitting process and is a good defense against surprises during permitting and construction.

Our Project Manager, Caryn Huff, has been involved in numerous projects that required environmental permitting and conservation plans. These include everything from complex FDEP coastal control line permits, gopher tortoise relocation, scrub jay mitigation as well as septic permitting. As a local construction professional for 25 years, there are not many permitting situations Caryn has not encountered.

C. Working with Designers to Keep the Project within Budget

At Wharton-Smith, we understand that one of the most critical phases of Construction Management takes place early in the development of the project. While the program is being developed and the design is only a concept, there is the best opportunity to obtain the maximum value for each budget dollar. As the program is finalized and the design becomes developed, more effort is required by the project team to implement measures to ensure the budget is maintained.

Although the sooner the better, this project is at a stage where significant thought and input has gone into a set of drawings. Our efforts will be immediately directed to understanding the project program and the current design so that we can be immediately productive. The first step is to perform a cost estimate, as estimating the project is often the best way of identifying the “why” of the project cost, particularly for projects over budget.

Participation in All Design Meetings

With this in mind, Wharton-Smith recommends that our preconstruction team participates in every upcoming programming and design meeting. **Our Project Manager, Caryn Huff** will also attend to ensure both preconstruction and operations are dialed into the project status at all times. Prior to each meeting, we will review the most current design and program documents. Based on past experience, we will keep a sharp lookout for items we know will be required although not yet drawn. During the meeting, we listen to what is being said in order to understand how the written design may be influenced by the discussion, noting all items that may be for inclusion in the project.

"Needs" Versus "Wants"

If the initial estimate confirms the project is over budget, a path must be established to return to an affordable project, while maintaining the function and purpose of the facility. Early in the design, user groups are invited to a design session that begins with "if there were no constraints, what would you want in this facility?" This question is intended to help define what an ideal facility would include. What is missing is an understanding of how these "wants" fit into the financial constraints of the project. Rarely is there enough funding to incorporate everything that everyone wants - so how to decide?

We would revisit the list of wants, providing cost estimate information based on simple sketches, narrative information, and a site visit to review existing conditions. This will allow the project team to understand and prioritize - because not every "want" is a "need." We will construct a cost model to demonstrate alignment with budget and schedule constraints. The model will be subdivided to define each element, building, feature, and option, so that the entire menu of wants is clearly visible. The team can then walk through the cost and design effect of each want, prioritizing by its effect on the function, look, and cost to the project. This process is critical in identifying and prioritizing. Items that are low priority "needs", as well as high priority "wants" may be added to the project as alternates or donor opportunities and included as contingencies allow.

Once the items have been prioritized and costs assigned, the project team will understand how much of the list can be constructed within the budget - these are the "needs". Items falling below the line become "wants". This becomes the basis for the cost estimate model and design work can resume.

Real Time Estimating

During the Project Team meetings following prioritization, we provide "real-time" estimating input. As an item is being discussed, if there is the potential to exceed the budget, we suggest alternatives with similar durability and maintenance requirements to achieve the same goal at a lower cost. Consideration is given to the availability of the item, and how it may affect the overall project duration. This is done in real time, with a recap at the end of the meeting so that the team is aware of changes discussed and the effect on the budget. This focuses thought and allows immediate decisions on the items under discussion. The design moves forward, minimizing revisions and keeping the budget and schedule on track.

Informal Design Review

We will provide feedback on products the design team recommends to be included in the project. We suggest the most economical method and material to construct what the design team shows. When there is a product that we have used that matches the quality, durability, maintainability, aesthetics and is a lower cost or better availability, we will speak up.

Constructability Review

Often, designers see their role as making the Owner's "wants" a reality. The sub-consultants to the designer see their role as making the designer's vision a reality. It has been said that anything can be built given enough time and money. As there is more than one design solution to a given situation, we review the plans and specifications to be sure that what is drawn can be economically constructed. For example, the drawings may show a new foundation much lower than and adjacent to an existing foundation, requiring support of the existing building to prevent collapse. Feedback is provided during the design meetings so that the optimum solution can be incorporated into the documents as they are being developed, not during construction when the crew is standing around the excavation wondering what to do.

Formal Design Reviews

At each design milestone, Wharton-Smith performs a detailed design review. We compare the drawings, narratives and specifications with what we have noted in team meetings and identify conflicts or gaps. Often there are items that were discussed in the meetings that haven't yet been incorporated into the drawings, but must be accounted for in the estimate. We ask questions and document the responses so that contingency is managed and guessing minimized. We ask the team to define items, such as floor finishes, the "look" of a particular element, the specific air conditioning system, and other items that may "normally" be left to a later design phase. Our experience tells us that defining these items early nails down cost and give less opportunity for surprises in subsequent estimates.

A written list of the review comments is submitted to the project team with each cost estimate. During subsequent reviews, we look back at the previous list to verify the response has been incorporated into the current document set.

IV: LOCATION/FACILITIES OF WORKING OFFICES

A. Length of Time "Local Office" Established

George E. Smith (left) - Chairman of the Board;
Ronald F. Davoli (right) - President / CEO

Wharton-Smith, Inc. is a privately held corporation that has provided quality construction for more than 35 years throughout the state. Specializing in municipal, educational, public, and hospitality, our services include preconstruction, construction management, general contracting, green building, and design-build delivery for both private and public sector clients. Wharton-Smith was founded by George Smith and Bill Wharton, who envisioned growing a company that would encompass strong work ethics and have a positive impact within the communities that we serve. A Top 400 ENR Contractor, with a strong financial backing, Wharton-Smith continues to uphold those founding ideals under the leadership of Ron Davoli, President / CEO.

Wharton-Smith is regionally based in Tampa, Florida and currently operates six branch offices throughout Florida and the southeastern United States as noted below.

Wharton-Smith proudly services Charlotte County via our Punta Gorda office, which was established a three + years ago. This office will provide direct oversight for the purposes of this project.

The Family Services Center project will be run through our Punta Gorda office established in 2015.

B. Location of "Local Office"

Wharton-Smith Local Office:

Punta Gorda, Florida
252 West Marion Ave., Unit 1123
Punta Gorda, FL 33950
Tel: 941.621.4723

Wharton-Smith additional offices:

Tampa, Florida

4912 W. LaSalle Street, Tampa, FL 33607
Tel: 813.288.0068 • Fax: 813.288.0371

Sanford (Orlando), Florida

750 Monroe Road, Sanford, FL 32771
Tel: 407.321.8410 • Fax: 407.829.4453

Jupiter, Florida

125 W. Indiantown Road, Suite 201, Jupiter, FL 33458
Tel: 561.748.5956 • Fax: 561.748.5958

Charlotte, North Carolina

5601 - 77th Center Drive, Suite 120, Charlotte, NC 28217
Tel: 704.525.5695 • Fax: 704.525.5697

Baton Rouge, Louisiana

17474 Opportunity Avenue, Baton Rouge, LA 70817
Tel: 225.754.0550 • Fax: 225.754.0578

Gulfport, Mississippi

1087 East Pass Road, Gulfport, MS 39501
Tel: 228.284.2068 • Fax: 228.284.2117

Wharton-Smith's business tax receipt for our Punta Gorda office and the completed Affidavit and Personnel Affidavit Forms are included on the following pages.

CITY OF PUNTA GORDA

BUSINESS TAX RECEIPT

10/18-09/19

WHARTON-SMITH INC
252 W MARION AVE
PUNTA GORDA FL 33950

WHARTON-SMITH INC
PO BOX 471028

LAKE MONROE FL 32747

Is hereby issued a City of Punta Gorda Business Tax Receipt, valid through September 30 of license year for the occupation of LICENSED PROFESSIONALS. $105.00 was paid on September 11, 2018 for receipt number 19-00016693 at the City Clerk's Office, 326 W. Marion Avenue, Punta Gorda, Florida 33950. (0013615)

The issuance of this receipt or acceptance by the business owner in no way confers any right to violate any law, ordinance or regulation of this State, County or Municipality.

License Comment: ALL SIGNS REQUIRE PERMITTING
License Restrictions:

License must be exhibited conspicuously at your place of business.

City of Punta Gorda Business Tax Receipt

AFFIDAVIT

Proposer affirms that information provided as it relates to Location & Facilities of Working Office is true and meets the definition and criteria as defined below:

Local office means the company has a valid Business Tax License issued by Charlotte County, Sarasota County or DeSoto County for at least 6 months prior to the proposal submission to do business within Charlotte County, Sarasota County or DeSoto County that authorizes the business to provide the services, and a physical business address located within the limits of Charlotte County, Sarasota County or DeSoto County from which the company operates or performs business. Post Office Boxes are not verifiable and shall not be used for the purpose of establishing said physical address. In addition to the foregoing, a company shall not be considered having a "Local Office" unless it contributes to the economic development and well-being of Charlotte County, Sarasota County or DeSoto County in a verifiable and measurable way (as identified by the criteria below). Also, companies must demonstrate and document the in-County/in-office capability and availability of the personnel working in the local office and the type of services performed at this location that is pertinent to the type of project. Companies shall affirm in writing their compliance with the foregoing at the time of submitting their proposal to be eligible for consideration as having a "Local Office". A company who misrepresents the local preference status of its company in a proposal to the County will lose the privilege to claim local preference for a one year period.

Please identify below by placing a checkmark next to the appropriate criteria and related points. Also, provide any documentation that substantiates the information given in this affidavit. Charlotte County reserves the right to request supporting documentation as evidence to substantiate the information given in this affidavit. Failure to do so will result in the proposer's submission being deemed non-responsive.

Location & Facilities of Working Office:

Length of time "Local Office" established:

✓ Local Office has been established more than 3 years	15 Points
__ Local Office has been established between 1 to 3 years	10 Points
__ Local Office has been established between 6 months to 1 year	5 Points
__ Local Office has been established less than 6 months	0 Points

Location of "Local Office":

__ Headquarters located within the boundaries of Charlotte, Sarasota, or DeSoto County	20 Points
✓ Satellite office located within the boundaries of Charlotte, Sarasota, or DeSoto County	15 Points
__ No local office presence	0 Points

Residencies of personnel which live in Charlotte, Sarasota or DeSoto County and are employed with the Prime Firm's Office; the Prime Firm's Office is defined as the office performing the services for this project:

✓ 50 % or more live in Charlotte, Sarasota or DeSoto County *	5 Points
__ 25 % to 49 % live in Charlotte, Sarasota or DeSoto County *	3 Points
__ Up to 25 % live in Charlotte, Sarasota or DeSoto County *	2 Points
__ None of the personnel live in Charlotte, Sarasota or DeSoto County	0 Points

*Personnel Affidavit attached to be completed by each person living in Charlotte, Sarasota or DeSoto County.

NAME OF FIRM **Wharton-Smith, Inc.**

(This form must be completed and returned)

PERSONNEL AFFIDAVIT

The undersigned affiant says as an employee of the proposer listed below that "I live within the boundaries of Charlotte County, Sarasota County or Desoto County".

Proposer / Company Name: Wharton-Smith, Inc.

Request for Proposal Number: 2019000232

Title of Project: Construction Manager at Risk Family Services Center

Circle the appropriate County: Charlotte DeSoto Sarasota

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: Caryn Huff

Signature: _____

Title: Project Manager

WITNESSES:

Signed By: Helen Lampros

Print Name: Helen Lampros

Date: 1/25/19

Signed By: _____

Print Name: C. Michael Nunez

Date: 1/25/19

PERSONNEL AFFIDAVIT

The undersigned affiant says as an employee of the proposer listed below that "I live within the boundaries of Charlotte County, Sarasota County or Desoto County".

Proposer / Company Name: Wharton-Smith, Inc.

Request for Proposal Number: 2019000232

Title of Project: Construction Manager at Risk Family Services Center

Circle the appropriate County: Charlotte DeSoto Sarasota

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: Mike Nunez

Signature:

Title: Project Engineer

WITNESSES:

Signed By:

Print Name: Carolyn E. Huff

Date: 01-25-19

Signed By: Helen Lampros

Print Name: Helen Lampros

Date: 1/25/19

PERSONNEL AFFIDAVIT

The undersigned affiant says as an employee of the proposer listed below that "I live within the boundaries of Charlotte County, Sarasota County or Desoto County".

Proposer / Company Name: Wharton-Smith, Inc.

Request for Proposal Number: 2019000232

Title of Project: Construction Manager at Risk Family Services Center

Circle the appropriate County: (Charlotte) DeSoto Sarasota

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: Doug Whisler

Signature: [signature]

Title: Senior Superintendent

WITNESSES:

Signed By: [signature]
Print Name: Helen Lampros
Date: 1/25/19

Signed By: [signature]
Print Name: CARYN E. TUFF
Date: 01-25-19

PERSONNEL AFFIDAVIT

The undersigned affiant says as an employee of the proposer listed below that "I live within the boundaries of Charlotte (Sarasota County or Desoto County".

Proposer / Company Name: Wharton-Smith, Inc.

Request for Proposal Number: 2019000232

Title of Project: Construction Manager at Risk Family Services Center

Circle the appropriate County: Charlotte DeSoto Sarasota

Under penalties of perjury, I declare that I have read the foregoing affidavit and the facts stated in it are true

Employee Name: Helen Lampros

Signature: Helen Lampros

Title: Project Assistant

WITNESSES:

Signed By: [illegible]

Print Name: Caryn E. Huff

Date: 01-25-19

Signed By: [illegible]

Print Name: C. Michael Nunez

Date: 1/25/19

D. Use of Local Sub-Consultants/Subcontractors

It is not only important to get participation from local businesses, but those businesses must be competitive too. Wharton-Smith utilizes local businesses, not only at the first tier sub-consultant and subcontract level, but as far down the chain as vendors, to third tier subcontractors.

On the Family Services Center project, we will pursue a project goal to use at least 20% local subcontractors.

In order to meet this goal, we will query and encourage the subcontractors, whether local or outside of Charlotte County, to buy their labor, materials, equipment, and supplies from Charlotte County-based businesses. We get this commitment from our subcontractors and then secure it into their contracts. This provides the absolute maximum participation downstream, as well as the initial contract amount.

Bid packages are tailored to specific trade groups that make sense for the project. For example, on the **Osceola County Harmony Fire Station #54** project, we divided the site work bid package into three separate smaller scopes: Earthwork, Underground Utilities and Hardscape. This allowed more participation from small local and developing businesses, as well as larger firms (which could bid all three).

Our operations personnel will work together to ensure that the Family Services Center project has the same or better success in local/small business participation that we achieved on the Osceola County Fire Station Project. Our team is fully committed to partnering with the County to continue making positive strides for inclusion on a local business level. Our team understands the importance of compliance, and we are experienced in attracting local partners and the participation/documentation of such. Our efforts for the Family Services Center project will include:

- **Good Faith Efforts for local Subcontractor/Sub-consultant participation**—we will initiate project specific outreach, media invites and advertising, flat procurement-type bid forms and assist local businesses with County certification as needed.
- **Certification and Local Subcontractor/Sub-consultant Plan**—we will verify subcontractors' certifications and assist with developing team diversity plans for the project.
- **Checklists/Monthly Reporting**—we will document each local Subcontractor/ Sub-consultants working on the project and track payments in order to reflect an accurate depiction of local economic impact and participation. We believe that a truly successful program goes beyond simply awarding construction contracts. We are committed to the participation of local subcontractors and sub-consultant businesses on all projects. Our commitment stems from our business philosophy and our long history of pro-actively identifying and supporting businesses in the communities where we work, with the ultimate goal of utilizing the economic impact of our projects to benefit local communities. We look forward to partnering with the County and building on our previous examples of success.

V: PROJECT CONTROL

A. What techniques are planned to assure that schedules will be met?

Scheduling

The project schedule is a living document that serves as a valuable tool to the project team. Fast paced projects with diverse construction can only be successful with an accurate and useful schedule. Identification of the critical path and other important time limitations are impossible without an effective and current schedule. Our scheduling is performed in-house by our experienced staff of project schedulers and project managers. Wharton-Smith uses **Primavera© P6** for computer-generated project Critical Path Method scheduling.

The development of the baseline schedule is the crucial first step. The schedule is inclusive of all project phases including pre-construction (constructability reviews and value engineering), permitting, bidding and procurement, close-out, and ultimately turnover. **Our Project Manager, Caryn Huff, LEED AP, and Sr. Superintendent, Doug Whisler, will begin the planning process by preparing an overall master schedule** to effectively sequence the areas of work. Each of these areas will be further broken down into activities to define the work logic and duration. Milestones are set to focus on interim goals throughout the project. Some of these milestones include: Completion of Design, Notice to Proceed (NTP), permanent power available to the facilities, Substantial Completion, Final Completion, and Owner/User Move-in. This schedule is developed during preconstruction and used in the GMP.

The project team will meet weekly to accurately update the overall project schedule. The daily reports, subcontractor input, and field reviews are used to update the work in place and job progress. Actual start dates, finish dates, or remaining durations are confirmed during the update. The project team can log into database files remotely to allow instantaneous updating from the field. This real-time updating is shared with the field management and subcontractors to aid in planning and decision making. After each update, we distribute copies of the project schedule to all subcontractors so they can incorporate these updates into their work plans. The critical path of work is monitored throughout the project to ensure all tasks are kept on track.

In addition, our project superintendent will create and manage a three-week look-ahead schedule that is updated each week as well as daily activities and goals for all trades. This schedule includes more detailed breakdown and confirms materials are on-site or due on-site in order to accomplish the work goals. This schedule is developed with the subcontractors input during the weekly Subcontractor Coordination Meeting.

During the close-out phase of the project the schedule remains in continual use and is quite useful in scheduling many of the final project activities. These activities typically consist of the various witnessed testing phases that are required as a project comes to an end and the project is eventually handed over to the Owner. However, the schedule is also a great tool in scheduling such items as Owner training and Operation and Maintenance (O&M) manuals.

The schedule is the mechanism that will initiate the discussion, review, agreement, and planning of the project sequence by the entire project team. This approach allows us to utilize the schedule, not only as a tool to update and forecast timelines, but also to resolve potential delays and conflicts. This joint approach benefits all parties with the common goal of providing a successful project and it has served Wharton-Smith well on all our projects.

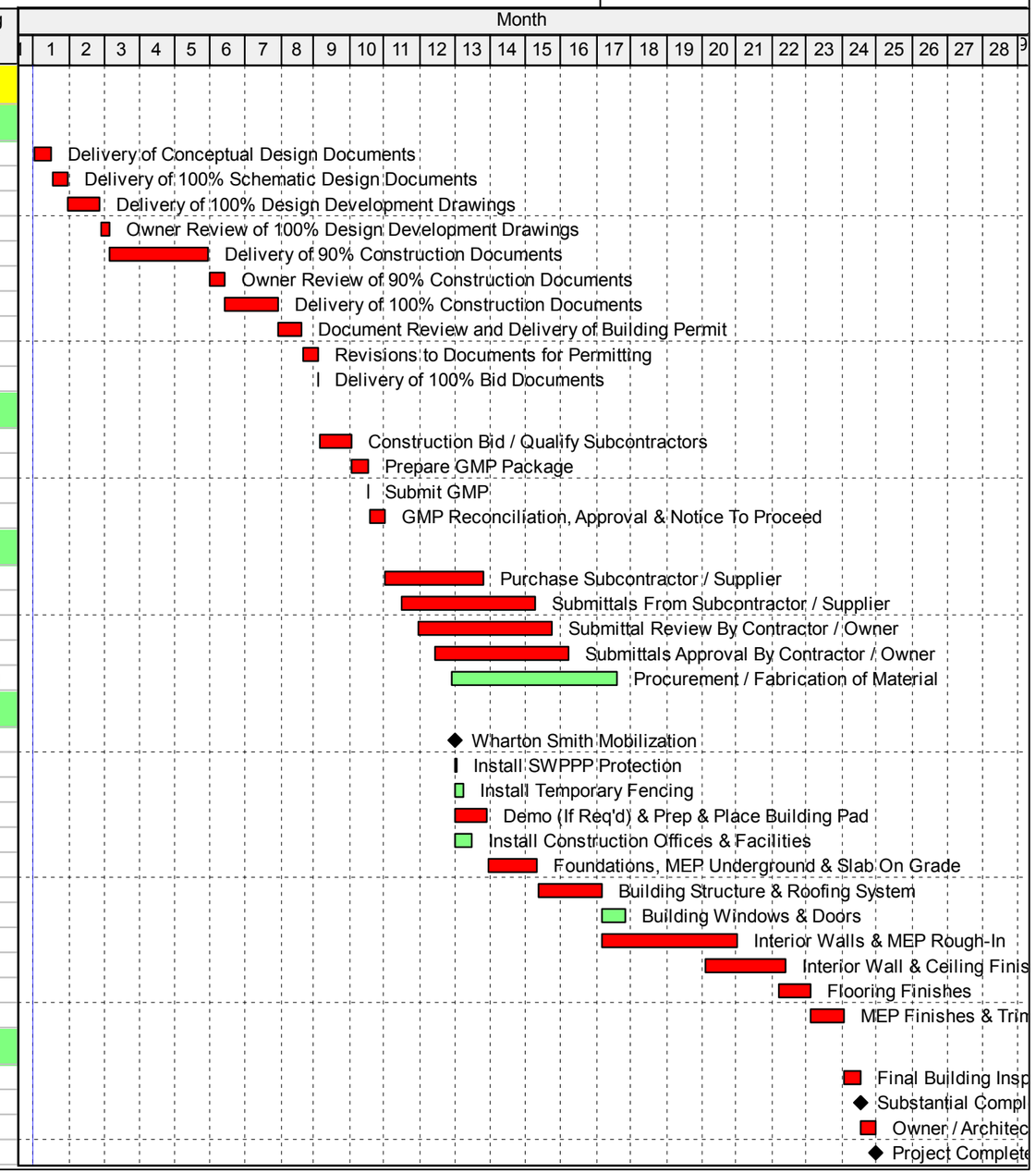
Below please find a sample schedule and the logistics layout for the Family Services Center project.

Wharton-Smith, Inc. CONSTRUCTION GROUP

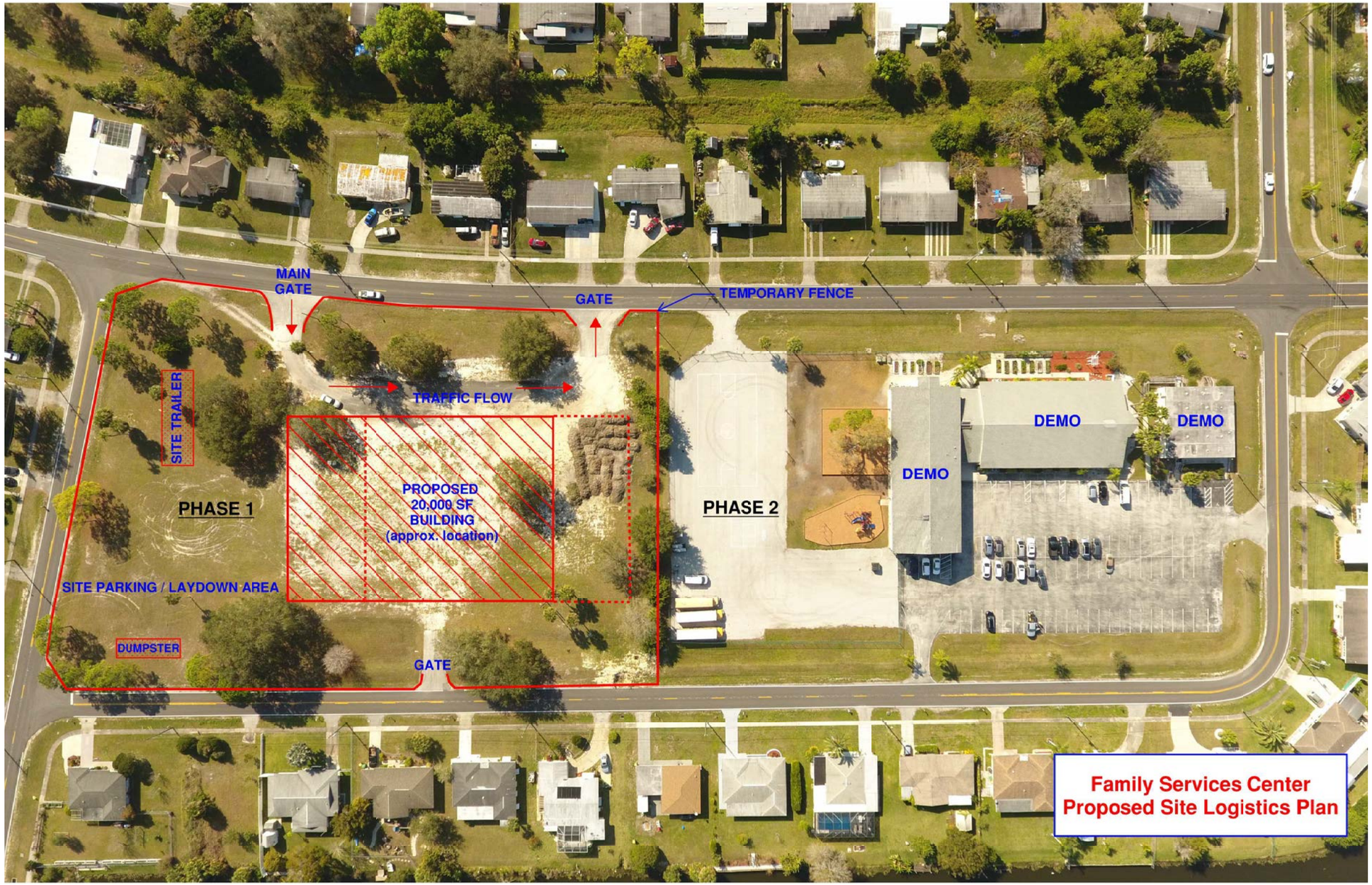
FAMILY SERVICES CENTER

Project ID: TPS-09-01

Activity Name	Orig Dur
FAMILY SERVICES CENTER	
DESIGN DEVELOPMENT	
Delivery of Conceptual Design Documents	10
Delivery of 100% Schematic Design Documents	10
Delivery of 100% Design Development Drawings	20
Owner Review of 100% Design Development Drawings	5
Delivery of 90% Construction Documents	60
Owner Review of 90% Construction Documents	10
Delivery of 100% Construction Documents	30
Document Review and Delivery of Building Permit	15
Revisions to Documents for Permitting	10
Delivery of 100% Bid Documents	1
ADMINISTRATIVE ACTIVITIES	
Construction Bid / Qualify Subcontractors	20
Prepare GMP Package	10
Submit GMP	1
GMP Reconciliation, Approval & Notice To Proceed	10
SUBMITTALS & PROCUREMENT	
Purchase Subcontractor / Supplier	60
Submittals From Subcontractor / Supplier	80
Submittal Review By Contractor / Owner	80
Submittals Approval By Contractor / Owner	80
Procurement / Fabrication of Material	100
CONSTRUCTION ACTIVITIES	
Wharton Smith Mobilization	0
Install SWPPP Protection	3
Install Temporary Fencing	5
Demo (If Req'd) & Prep & Place Building Pad	20
Install Construction Offices & Facilities	10
Foundations, MEP Underground & Slab On Grade	30
Building Structure & Roofing System	40
Building Windows & Doors	15
Interior Walls & MEP Rough-In	80
Interior Wall & Ceiling Finishes	50
Flooring Finishes	20
MEP Finishes & Trim Out	20
FINAL INSPECTIONS & COMPLETION	
Final Building Inspection	10
Substantial Completion	0
Owner / Architect Punchlist	10
Project Complete	0



Wharton-Smith, Inc. CONSTRUCTION GROUP


MAIN GATE
GATE
TEMPORARY FENCE
TRAFFIC FLOW
SITE TRAILER
PHASE 1
PROPOSED 20,000 SF BUILDING (approx. location)
PHASE 2
DEMO
DEMO
DEMO
SITE PARKING / LAYDOWN AREA
DUMPSTER
GATE
Family Services Center
Proposed Site Logistics Plan

B. What control techniques are planned?

Cost Control

Every project is unique and requires a specific approach in order to maximize the program for the budget dollars that are available. It will be our job to work the design and construction management teams, not only during the design phase, but also during the bidding and construction phase in order to maximize the best value for the County.

Cost Tracking and Cost Control During Design

During the design phase, cost control is maintained by constantly measuring cost against the original budget. Our preconstruction services manager will work directly with the County and the design team to document any changes or savings ideas in program needs, identify impacts to the schedule and construction costs, and develop new schedules and updated cost estimates. This will help the County make informed decisions in a timely manner. We will provide budget estimates at the following stages of the project: Conceptual, Schematic, Design/Development, and Guaranteed Maximum Price (GMP).

In the CM at Risk delivery method, the GMP must be managed with an open book policy. This policy is one of the greatest advantages of CM at Risk. Open and honest communication allows financial decisions to be made jointly. Equally important, it allows financial records to be kept with complete transparency. This policy starts from the very first design cost estimate and is maintained through close-out.

The Cost Tracking system that our team implements involves the County every step of the way, and truly maintains the transparency for how the GMP is created, how it was administered and maintained, and how it is closed out. Wharton-Smith has been successfully completing CM at Risk projects since 1995. We are proud to say that we have never exceeded a GMP on any CM at Risk project. This result directly stems from the experienced personnel we have, the management systems we employ, and the relationships we build. The benefits of our Preconstruction Plan include:

- Open Book Policy – No hidden or internal cost
- Accurate Cost Estimates – Historically within 2% of construction cost – This means maximum project scope!
- Comprehensive Logistics Planning – Increase safety, increased efficiencies, reduced costs
- Comprehensive Scheduling – Includes design, owner equipment, construction and commissioning
- Comprehensive Design Reviews for Constructability – Increased quality control, reduced costs

Cost Control and Reporting During Construction

The Wharton-Smith team employs an organized system of controls to ensure that costs are managed and controlled during all project phases through construction completion. Our cost controls begin with understanding the County's program requirements, analyzing the overall project budget, and aligning it with our construction estimates.

For cost accounting, Wharton-Smith uses **Timberline** software to provide real-time cost analysis and reporting. Our on-site team will provide monthly Project Status Reports to all stakeholders. We can also trend costs to predict labor productivity using our labor variance reporting. This comprehensive reporting system includes the below items.

- Monthly Cost Narrative – Describes the current construction cost estimate status of the project
- Cost Control Report – Describes the current cost and payment status for the project
- Project Accounting Report – Provides detailed accounting of all expenditures for the project

Owner Direct Purchase of Materials

As a Construction Manager and General Contractor, the great majority of our experience has been with public sector owners. Our annual volume is in excess of $700 million per year with over 90% of that volume with public owner or not-for-profit owners. This experience has given us a great deal of history in dealing with Owner Direct Purchase Order Programs. We have been involved for a number of years in administering these programs, so that the owner will benefit from the sales tax savings on material purchases.

Our experience with these programs has helped us to develop procedures and logs for this program. These enable us to maximize the savings to the Owner, while minimizing the learning curve and time spent in dealing with this program.

After selection as the Construction Manager, we would request a meeting with the County to review and agree to these procedures so that the County could benefit from these tax savings. Our history has shown that these savings will estimate in the range of 2-3% of the construction cost.

Value Engineering

Our team will incorporate value engineering during design to provide the most efficient, affordable and constructible facility possible. Value engineering employs life cycle analysis to ensure that all materials and operating systems will be long-life and low-maintenance. We thoroughly review items such as end-user costs for running the facility after construction. We will continue value engineering throughout construction, maintaining the highest quality standards and to ensure budget compliance, without jeopardizing the quality of the project.

One example of cost savings that our team has discovered is in relation to plan reviews. The documents call for plan reviews at Schematic, 30%, 60%, 90% and GMP. After meeting with the County, we would recommend dropping the official 30% review to assist with controlling cost. This recommendation is based on our previous experience with the local and regulatory agencies. For example, the Southwest Florida Water Management District (SWFWMD) will not perform a formal review of design development drawings until 60% completion. With this being the base, we suggest continuing to track scope creek through the schematic estimate until 60% development. Charlotte County would then achieve savings through not producing a 30% milestone deliverable.

> **"Your team led the difficult and complex redesign effort to produce a GMP for construction to be within our budget.** *Orange County has greatly benefited from the efforts and commitment from Wharton-Smith."*
>
> - Jody Strickland, Project Manager, Orange County, District 9 Medical Examiner's Office

C. Demonstrate ability to meet project cost control

Cost Control Successes

Our team's cost control methodology has resulted in numerous successful projects where significant dollars were saved.

Charlotte County Jail Expansion

The Charlotte County Jail Expansion project had an original budget of approximately $40 million. Through the successful collaboration of our Project Executive, Johnny Santos, CGC, team members, the County and the end user, the team was able to secure all the needs and wants for the project and still return close to $2 million to the County at project completion.

D. What is the communication process with citizens at the jobsite?

We will dedicate members of our project team to attend all community outreach meetings with citizens to assist with addressing any construction related concerns from the public. As contributing members of the community, the citizens of Charlotte County are very important to us. We realize that public perception and understanding of the proposed work are critical components to a successful community project. Our team is devoted to partnering with Charlotte County to ease any concerns that may arise and set up systems to address these issues. Upon approval of Charlotte County, we will propose several solutions such as creating a project specific web page, social media site and even an email address where citizens can submit their questions and concerns about the project. This will allow the project team to provide regular updates on the construction process and directly address any concerns. Any and all communication with citizens will be directed back to Charlotte County's representative and designated end users to ensure appropriate communication regarding the project.

As with any project, safety measures will be taken to secure the job site so citizens cannot wander through and communicate directly with workers. Any visitors to the job site will be directed to check in at the job site trailer.

We welcome community input and will ensure that it is managed through the proper channels.

E. Recent, current and projected workload

Recent, Current and Projected Workload

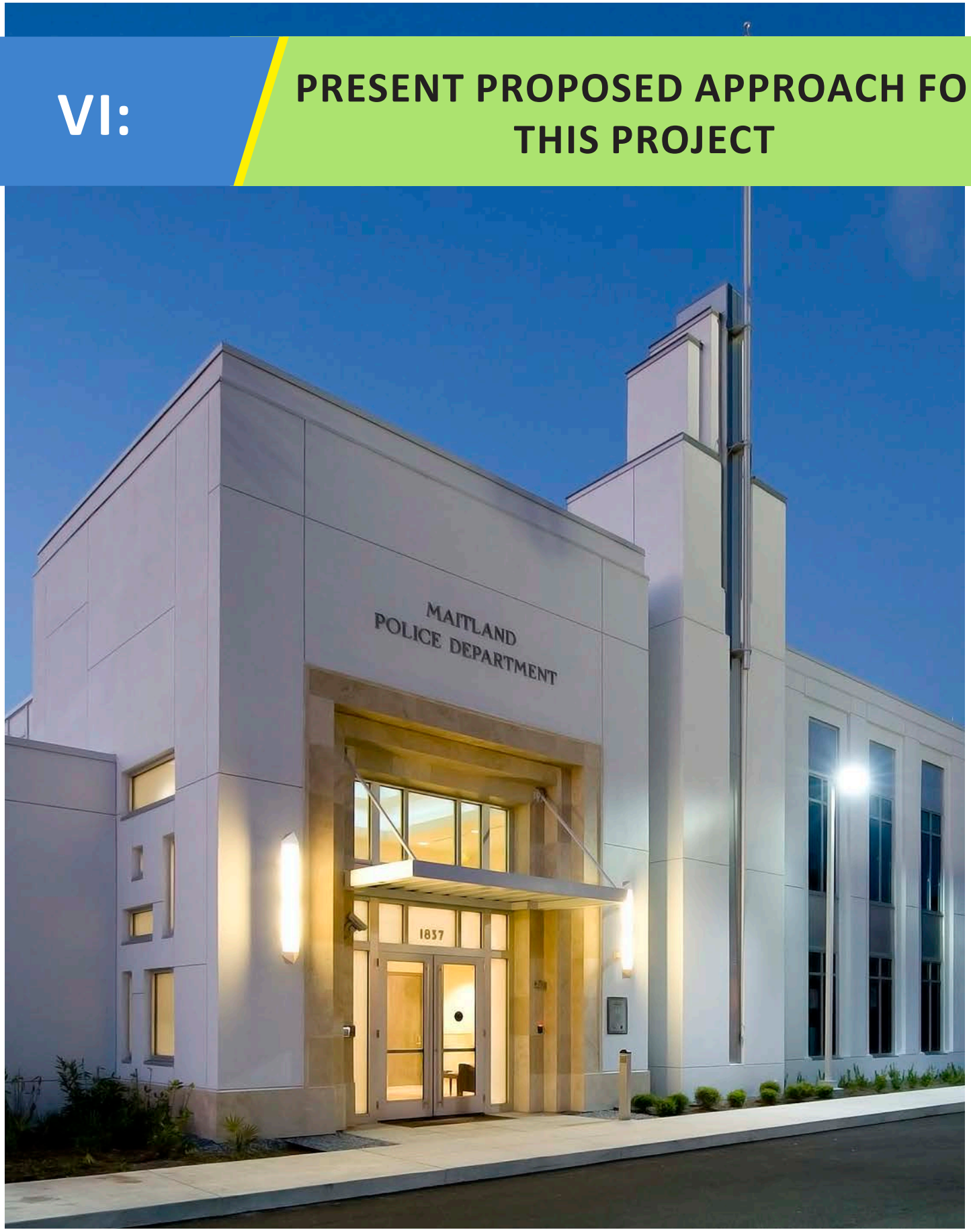
Wharton-Smith has additional resources in a wide variety of disciplines available to meet the needs of the County for the Family Services Center project. On the following page please find matrixes representing our number of staff, the availability of our proposed staff, and Wharton-Smith's current and projected workload.

Wharton-Smith Current and Projected Workload			
Name of Project Type/Owner	**% Complete**	**Completion Date (est.)**	**Contract Amount**
Community Development Center - Charlotte County	95%	03/2019	$2.6 M
District 3 Evidence Building - Charlotte County	13%	08/2019	$11.3 M
Shell Creek WTP Admin Building - City of Punta Gorda	7%	03/2020	$2.9 M
Spring Training Cafeteria Renovation - Tampa Bay Rays	Precon.	2/2019	$1.5 M
			TOTAL: $18.3 M

Wharton-Smith Employee Count			
Discipline	**Number of Employees**	**Discipline**	**Number of Employees**
Superintendents	85	Precon./Estimating	23
Foreman	47	Executive/Management	37
Safety	10	CADD/BIM	30
Project Managers	60	Accounting	16
Project Engineer	42	Administration	54
Trade/Craft	184	Interns	22
		TOTALS	**580**

Name/Title	Preconstruction	Construction
Tom Iarossi, Area Manager	10%	As Needed
Johnny Santos, Project Executive	20%	50%
Caryn Huff, Project Manager	35%	100%
Doug Whisler, Sr. Superintendent	25%	100%
Mike Nunez, Project Engineer	20%	100%
Susie Lampros, Project Assistant	20%	100%
Gene Willett, Precon. Manager	100%	As Needed
Gilbert Orcasitas, Safety Manager	As Needed	As Needed
Cristina Garcia, BIM Coordinator	As Needed	As Needed

VI: PRESENT PROPOSED APPROACH FOR THIS PROJECT



A. What is your approach to constructability and bidding?

Constructability Reviews

The goal of constructability reviews is to minimize potential problems during project construction. If not properly addressed, these issues could result in change orders, claims and time extensions. The most beneficial time to perform a constructability review is prior to final completion of design (whenever possible) or prior to bidding the construction contract. Our in-house team of construction specialists along with our Project Executive Johnny Santos, Project Manager Caryn Huff, and our Sr. Superintendent, Doug Whisler, perform these reviews, which are structured to cover all aspects of construction related to the project, including:

- Inconsistencies between plans and specifications
- Limitations of access for work to be conducted
- Compatibility of materials
- Coordination of trades
- Sequencing and project scheduling

Quality Assurance and Control Plan

The Wharton-Smith team has a culture of responsibility that embeds quality awareness in all of our organizational processes. We are committed to quality control and quality assurance, customer satisfaction and continuous improvement.

Our formal Quality Management (QM) program includes the development of clear, quantifiable and measurable requirements. Our Quality Control staff will start by developing a plan tailored specifically for the Family Services Center project. During preconstruction, project team meetings will be held regularly to discuss the constructability of the design details, compliance with material and product specifications, and sequencing of planned activities. Our team stresses a methodical step-by-step procedure focused on reporting mechanisms, which aim to resolve problems before they become critical – while keeping everyone involved with the project fully informed and fully aware of all issues at hand.

Wharton-Smith's extensive QM program will provide you with the knowledge, expectation and follow-through to ensure that a quality project is completed on time. Our high level of quality work is especially evident in the areas where we self-perform work. Our QM program focuses on constant feedback and improvement, as we track and perform work.

Some of the ways we will ensure quality during the construction phase includes holding pre-task meetings with our subcontractors, providing mock-ups in order to establish a level of quality, and performing independent testing of installed systems. Throughout construction, our Project Executive, Johnny Santos, CGC, and Sr. Superintendent, Doug Whisler, will continually walk the project sites working with the architect, engineers, and end-user to ensure expectations of quality are exceeded. All materials unloaded on-site are inspected for completeness and construction quality from our suppliers. We recognize that quality work is the key to success on any project we undertake, and Wharton-Smith is committed to exceeding your expectations on this project.

Competitive Subcontracting Bid Strategy / GMP Development

Once the project moves from the design phase, it is our team's responsibility to develop the best competitive subcontracting and bid strategy for this project. We will prepare a list of best potential vendors and subcontractors suited for this pricing and construction delivery method. We will also focus on using as many local subcontractors on

the project as possible through our community outreach program. By providing accurate, complete, and detailed bid instructions to the subcontractors we ensure there are no misunderstandings or unknown circumstances that would otherwise creep into the bids.

All the subcontractors bidding the project will be qualified to perform the work. Some of the factors we look at include:

- Subcontractors/vendors with local offices
- Successful past direct experience
- The design consultant's recommendation
- Manpower availability
- Bonding
- Past relevant experience
- Project staff
- Financial strength

When subcontractors are pre-qualified correctly, the award process is simply the lowest responsive and complete bid. Our team has a database of over 3,200 prequalified subcontractors, which includes many southwest Florida firms. We will develop a list of potential subcontractors and suppliers for the project and provide it to the County for review and approval, prior to distribution of the bid documents. After the subcontractor and vendor list has been finalized, we will schedule pre-bid meetings and site visits, so that bidders can become familiar with the existing conditions. In order to maximize local participation on the project, we will evaluate which trade packages can be broken up into smaller packages in order to provide increased opportunities for smaller subcontractors that would otherwise not be able to handle a larger trade package. Multiple competitive bids will be solicited for each work trade on the project and a GMP will be developed and submitted to the County for approval.

After the GMP is approved, we will go through a process of scope verification and negotiations with the low bidders. A formal recommendation for the award of each subcontract will be submitted to the County for final approval. We will be looking for a lump sum price from the bidder in order to lock in a fixed price for the work. Our team will also identify owner direct purchase opportunities to save the County sales tax dollars that could be used for the project.

B. What challenges do you anticipate for this project, and how do you propose to solve them?

The ability to expect and plan for the unexpected separates the best contractors from the competition. It is in these critical moments, the team in place either has the experience to draw upon and navigate through these obstacles to recover the schedule or ultimately risk failure. In review of the assigned scope for the Family Services Center it is apparent that one of the critical challenges of this project is maintaining the safety of the public and occupants of the existing facility. Safety is a priority at Wharton-Smith and every effort will be made to coordinate construction activities to ensure a safe work site. Another apparent challenge of this project is programming of the spaces to suit multiple end-users. As your contractor of choice, Wharton-Smith will utilize our many years of experience with similar projects to assist the design team during the programming phase to ensure the constructability and efficiency of the new building plan. Security along with efficient access to services will be of utmost importance. We embrace these challenges!

We Are Good Neighbors

Communication is the key to success! Many of our team's municipal projects have been constructed within close proximity to residential neighborhoods and we understand the importance of embracing the community throughout the duration of the project. We will consider ourselves guests within the neighborhood and will make it our priority to communicate frequently using fliers, town hall meetings, and through the use of social media platforms. We will make

sure that any issues that may affect surrounding neighborhoods such as traffic, noise, and dust, will be mitigated as mich as possible to eliminate neighborhood disruption.

We are currently working adjacent to a residential neighborhood on the Charlotte County Sheriff's Office District 3 project in Port Charlotte. We are very familiar with the scenario and are successfully managing any concerns that arise from the neighboring residents.

C. What methods will you employ to ensure Charlotte County receives a quality project?

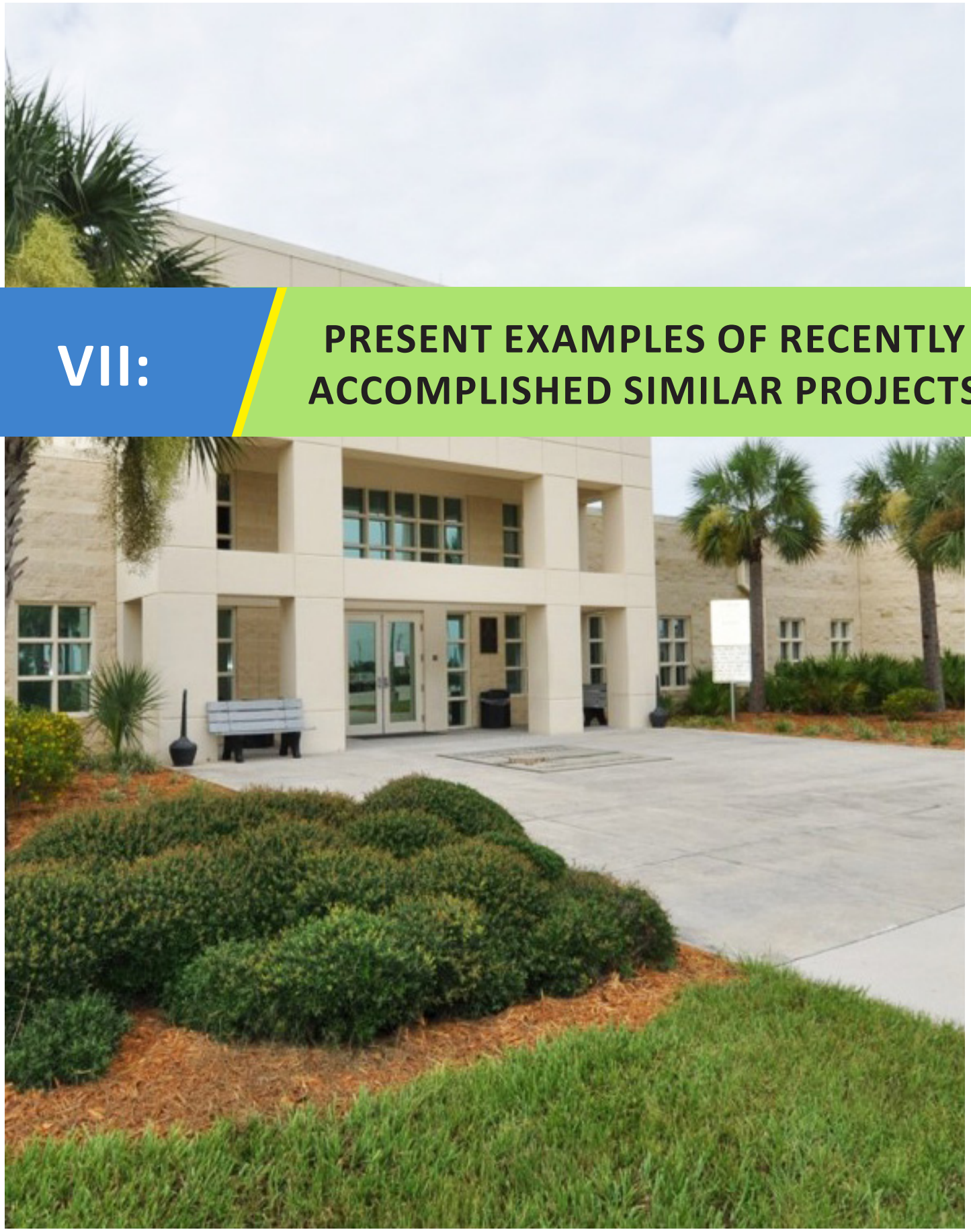
Quality control and quality assurance is the responsibility of all members of our project team. The team, along with all other staff assigned to this project, will oversee our program to ensure compliance with Wharton-Smith policy. In addition, Wharton-Smith has an in-house quality control department and an extensive quality control manual that is strictly adhered to. The quality control department ensures that the policies are being followed.

The quality of every project begin in the preconstruction phase. Our quality control program is designed to ensure the proper time is spent in planning each project. We have also listed below relevant examples of our quality control process.

1. Established document preparation standars
2. Established comparative building standards
3. Constructability plan reviews
4. Mock-ups
5. Establish the commitment of each team member
6. Follow up in the field
7. Testing
8. Warranty

Charlotte County Jail Infirmary

VII: PRESENT EXAMPLES OF RECENTLY ACCOMPLISHED SIMILAR PROJECTS



A. Describe the project to demonstrate

1. Schedule and Cost Control

Scheduling Success – City of Sanford Public Safety Complex

City of Sanford Public Safety Complex

Wharton-Smith was challenged with completing the Public Safety Complex facility within a 14-month schedule, all while accommodating many significant unforeseen design changes regarding both the building and site. Our management team was faced with the first unforeseen issue regarding the condition of the existing soil while excavating the foundations. Proper compaction was not achievable due to an organic layer of soil throughout the entire site that was not indicated within the soils report. As a result, 15 work days were lost due to soil remediation tasks that had to occur. Another design change occurred during the preparation of the 40,000+ s.f. of lightweight insulating concrete and bituminous roof installation. Upon review of the wind load calculations by the structural engineer, it was determined that the gauge of the corrugated metal had to be modified in various areas of the roof to accommodate the 150 mph building envelope wind load rating. In addition to the items noted, many finishes and interior layout items were adjusted and/or changed during the entire construction process, including the redesigned $32,000 Sequence of Operations packages, regarding the Emergency Response System that was added with two months left in the project schedule and the change in egress plan. Despite the challenges listed above, our team was able to complete the project on schedule.

Scheduling Success – Washington Correctional Institute Project

This project was a $41 million correctional expansion in Chipley, Florida. Due to the Hurricanes in 2005/2006 (particularly Hurricane Katrina) the project was severely challenged with a drastic reduction in available labor force for the area surrounding Northwest Florida as much of the labor in this area was sent to work in Alabama, Mississippi and New Orleans to aid in the relief efforts of the impact zone. Many of the contractors on the job were faced with the reality of importing labor from across the nation at an extreme premium while still requiring an extension in the schedule. In an overall effort to maintain schedule and cost, our proposed Project Executive Johnny Santos, CGC, and his team began to canvas the area for local contractors through various outreach efforts and utilization of their local network. Through these efforts, local contractors were ultimately found and supplemented on the job, thereby minimizing the would-be budget and schedule concerns to deliver a favorable end-product to the owner and various stakeholders.

Cost Control Success – University of Central Florida Bright House Networks Stadium

The Bright House Networks Stadium for the University of Central Florida was being constructed during a time when material prices were very volatile. In order to minimize risk due to escalation, some of the most volatile materials were purchased early on and stored on-site in order to avert cost escalation. In some cases, we needed to go to alternate materials in order to avert the spikes in material cost. One example of this was the concourse surfacing. The price of asphalt spiked, whereby it was more economical to install concrete paving. We were very successful at averting these spikes in escalation due to early purchasing and alternate material selections. Sequencing of the work for the project was also critical. The roof design for all of the inner concourse buildings was hollow core planks. All of the buildings had to be constructed prior to the stadium seating steel erection, otherwise we would have lost our opportunity to utilize the hollow core. Work sequencing and the buy in of our subcontractors was critical to the cost control success of the project.

Cost Control Success – Charlotte County Jail Expansion

Due to the specific nature and requirements of construction in the public sector sometimes there is a need to reevaluate the ideal construction approach based on the initial design in order to better meet the needs of the given facility and end-users. As construction managers we feel it is our responsibility to manage this process in order to minimize additional costs and/or delays to the project schedule. By working with the design team, the jail staff and the owner's representative in a collaborative forum, our proposed Project Executive Johnny Santos, CGC, was able to establish a priority listing of scope needs in addition to potential value engineering items that could be used to offset any unforeseen conditions discovered along the way. Then as the sequence of work progressed, Johnny administered the community use of a Construction Authorization (CA) Log. The CA log enabled the entire team to actively track, prioritize and maintain any potential changes on a weekly basis. The CA process was successfully administered on the previous Charlotte County Jail Expansion and played a vital role in maintaining the budget and ultimately allowing for a $2 million savings to the County. In addition to maintaining the change management process, the CA log assisted the architect in identifying any need for design changes. This collaborative approach thereby promoted open communication throughout the team, and allowed for real-time re-prioritization of events as they occurred to preserve the overall design intent. This same process simultaneously helped to mitigate any potential schedule delays otherwise associated with these discoveries.

A. 2. Any additional construction costs caused by design deficiencies, not program changes.

Design Deficiencies – University of Central (UCF) Florida Biomolecular Sciences Renovations

UCF Biomolecular Sciences Building

During preconstruction of the Biomolecular Sciences Building Renovation project for UCF, Wharton-Smith identified there was a problem with the amount of above ceiling space available for the mechanical work. The floor to floor elevations could not be increased due to the new Annex having to tie into the existing floor elevations of the renovation building and the architect was not willing to compromise the ceiling heights of the new Annex. The original design utilized structural steel. The depth of the beams restricted the amount of usable space that could be utilized for the installation of above ceiling MEP. By being proactive during preconstruction, we were able to identify a problem early on, make a recommendation to go with reinforced concrete, and avoid a problem later on during construction that could have impacted both schedule and cost.

Design Deficiencies – Baycare Headquarters

For our proposed Area Manager Tom Iarossi, on the Baycare Headquarters job, a proprietary curtain wall system coupled with the regional wind zone criteria created a significant budget conflict for this project. The $6,000,000 building envelope came in at 25% over the assigned budget. Tom and his team implemented a design-assist effort with the curtain wall contractor to review the components of the project along with the manufacturer representative. After the team re-evaluated the manufacturer requirements with the contract specifications, they implemented a unitized version of the curtain wall system that conformed to both requirements. The system was glazed in the factory, which improved quality of the fabrication and water tightness. The panelized system was installed in half the time in the field and saved significant costs. In the spirit of partnering, the curtain team pulled together and eliminated 80% of the would-be budget overage. The client was very pleased with the results and the project schedule moved ahead as planned.

3. Construction problems and corrective resolution.

Corrective Resolution – USF Sun Dome Arena Renovations

As with every renovation, or new construction with associated tie-ins, unforeseen conditions will undoubtedly arise through the course of construction. The team that remains flexible and anticipates these interruptions to what would

otherwise be the ideal workflow, is going to be the team that ultimately delivers a project like the Family Services Center project to the finish line. Our team has the experience and knowledge in completing CM at Risk jobs of large size and scope to forecast the unforeseen and quickly make adjustments around them to maintain the schedule regardless of the cause. For example, in working through the renovations at the Sun Dome for the University of South Florida, our proposed Area Manager, Tom Iarossi and his team quickly encountered existing hazardous material at the concourse level that effectively shutdown the planned demolition efforts for 77 days. From the moment demolition activities were completed, the team worked 7 days/week and 24 hours/day for five months until final inspections were received. Shift work was implemented to take advantage of trade access, and over 1,000 man hours were recorded in an effort to be completely on-time and within USF and the team's required quality standards. It was only due to the team's innovative approach to the schedule by working two flow lines, that the team was able to alter the planned workflow at the concourse level to other areas of select demolition to absorb the delay with no schedule or financial impact to the owner.

Corrective Resolution – University of Central Florida J. T. Washington Plaza

For UCF, the J.T. Washington Plaza project had existing clay tile pavers that our team needed to match in order to fill in areas where planters were removed to improve the circulation space of this area. Samples of the pavers were provided to UCF for review and were approved for use on the project. At the time of installation, the brick tiles appeared to be cupped and had varying shapes, due to the manufacturing process. The installers made every effort to install the product to have a consistent appearance at the areas already installed within the building (which had traits of the same manufacturing conditions). Due to the inconsistency of the clay tile pavers it was obvious that the installation was not going to be acceptable to UCF or to Wharton-Smith. Rather than trying to rework the areas and sell something that UCF was not going to be satisfied with, we proposed removing and replacing the entire previously installed area utilizing an alternate quarry tile product. We worked out an agreement with our subcontractor to remove the clay tile paver area in question and to reinstall the alternate quarry tile product purchased by Wharton-Smith. The result of this action provided UCF with an end product that they were very satisfied with and which did not cost them any additional money. This action also resulted in Wharton-Smith getting additional work opportunities with UCF and preserving our relationship with the subcontractor.

UCF J. T. Washington Plaza

4. Communication with design team during both preconstruction and construction phases.

Sooner the Better

At Wharton-Smith, we understand that one of the most critical phases of Construction Management takes place early in the development of the project. Before the project is designed, while the program is being developed and the design is only a concept, is the best opportunity to obtain the maximum value for each budget dollar. As the program is finalized and the design becomes developed, more effort is required by the Project Team to identify and implement measures to ensure the budget is maintained. Our efforts will be immediately directed to understanding the project program and the current design so that we can be immediately productive. The first step is to perform a cost estimate, as estimating the project is often the best way of identifying the "why" of the project cost, particularly for projects over budget.

Participation in All Design Meetings

With this in mind, Wharton-Smith recommends that our preconstruction team participates in every upcoming programming and design meeting. Our Project Manager will also attend, as required, to ensure both Preconstruction and Operations are dialed into the project status at all times. Prior to each meeting, we will review the most current design and program documents. Based on past experience, we will keep a sharp lookout for items we know will be

required although not yet drawn. During the meeting, we listen to what is being said in order to understand how the written design may be influenced by the discussion, noting all items that may be a candidate for inclusion in the project.

Formal Design Reviews

At each design milestone, Wharton-Smith performs a detailed design review. We compare the drawings, narratives and or specifications with what we have noted in the Team meetings and identify conflicts or gaps. Often there are items that were discussed in the meetings that haven't yet been incorporated into the drawings, but must be accounted for in the estimate. We ask questions and document the responses so that contingency is managed and guessing minimized. We ask the Project Team to define items, such as floor finishes, the "look" of a particular element, the specific air conditioning system, and other items that may "normally" be left to a later design phase. Our experience tells us that defining these items early nails down cost and give less opportunity for surprises in subsequent estimates.

A written list of the review comments is submitted to the Project Team with each cost estimate. During subsequent reviews, we look back at the previous list to verify that the response has been incorporated into the current document set.

5. Methods for incorporating sustainability and green building practices in the Construction Management process.

Adding Value Through Sustainable Design and Construction

Sustainable Construction is not only a LEED requirement to our team, but also an operations requirement and is utilized in most aspects of what we do. Strict Storm water Pollution Prevention, Indoor Air Quality, Construction Waste Management and Low Impact Construction are normal practices for our firm and are implemented like clockwork throughout our projects. As a member of the U.S. Green Building Council, Wharton-Smith has experience on more than 20 LEED/Sustainable projects and seven projects have obtained LEED Gold certification. Our team's integrated design approach on sustainable projects is one of collaboration and communication, inclusive of all parties involved.

"Wharton-Smith worked with the design team to standardize details that could be utilized for the construction of a LEED building and worked with the designers to ensure like materials and manufacturers were utilized to make the building a LEED project."

- John Ebling, Project Manager, Seminole State College

The process usually starts with a kick off meeting. At this time, our team, together with our design team, specialists and consultants, will meet with Charlotte County, building users, operations and maintenance staff and stakeholders to review and outline the projects performance and operation goals. This meeting will be the beginning of the projects "Owner Program Requirements." Once everyone has created their "wish lists," these goals are then scored in priority of cost impact and importance. The team reviews and discusses alternate resources available for achieving these goals (incentive programs, grants, other available funding) and outlines, which would benefit from Return on Investment Studies. Although, some of the goals outlined may initially appear in the cost impact column, return on investment studies may outline short payback periods and change the priority order for the goal. Once established, it is these goals that will act as the platform for both the building's design and the project's sustainable objectives.

During design, our professionals, lead by Project Manager Caryn Huff, will work closely with Charlotte County and the design team to develop a custom plan of action. We have developed an extensive database of sustainable products and techniques. Building modeling exercises will be conducted by our BIM Coordinator, Robert Mueller, on energy efficiency, day lighting and building envelope. If desired, we can also provide energy audits, building analysis and Indoor Air Quality studies to help provide an added resource for setting the desired goals. Our team will address sustainability standards and guide Charlotte County through the available options. Each option will involve the evaluation of associated costs and constructability issues. ***This will not only send a positive message to the local community, but will add value to the facilities by saving money, energy, and natural resources.***

VIII: EXPERIENCE AND CAPABILITIES

A. Multiple organization and government facilities

Edward J Doyle Police Facility

Our collective team has over 30 years of experience providing quality building construction services for public and municipal clients. Our team's strong depth of experience with government facility projects throughout the State of Florida range from small renovation projects under $1 million to multi-phased renovation/remodeling projects and new construction of courthouses, centers, public safety buildings, city halls, fire stations, and police headquarter complexes in excess of $20 million. Examples of valuable experiences with similar projects that the team proposed for this project proudly brings to the table include the three-story Maitland City Hall featuring a state-of-the-art council/courtroom chambers, seven conference rooms, and office space for clerk of court functions; the Edward J. Doyle Police Headquarters building, a highly secured facility housing a records center, evidence processing, police administration offices, and prisoner holding cells off of a sally-port and secure entrance; and the multi-phased expansion/renovation to the Charlotte County Jail involving additional housing pods, new emergency utility water and sewer system, and replacement of the electronic security control system while the facility remained operational.

- Charlotte County Community Development Center
- Charlotte County Sheriff's District 3 Office
- Charlotte County Justice Center
- Charlotte County Historic Courthouse
- Sumter County Center
- Rockwall County Center
- Midland Municipal Court
- Plant City Courthouse
- Miami-Dade Children's Courthouse
- Charlotte County Public Safety Building
- Pinellas County Public Safety Facilities and Centralized Communications Center
- City of Orlando Emergency Operations Center Conversion
- Lake County Judicial Center Renovation

Our experience working with municipalities on projects within the government market sector, and particularly with projects that require continued operations, has taught us the importance of working with the owner and design team members to ensure the dignity of project commitments are held in place by creating optimal adjacencies, organization, functionality and security throughout the construction phases. The majority of Wharton-Smith's project experience has been with complex remodel, renovation, and expansion projects within occupied facilities – this is our specialty! Communication and coordination will be paramount to the success of this project and we will work with the County, individual stakeholders, and design team to ensure our construction sequence is well planned out and the safety and security of the facility is maintained at all times.

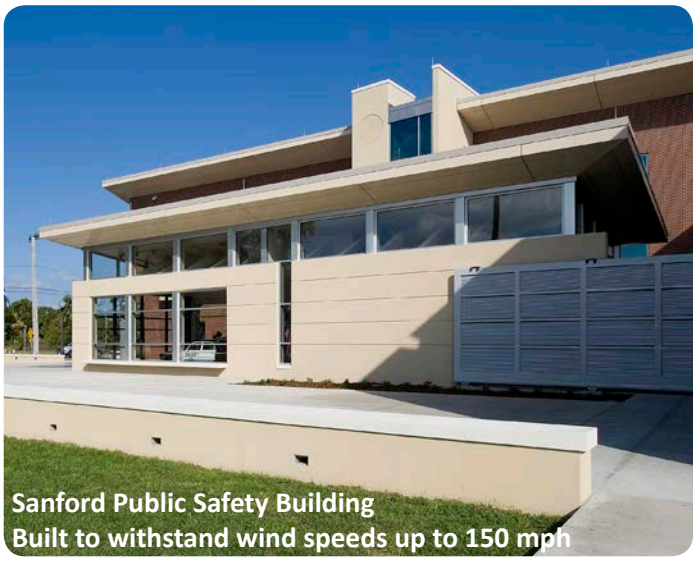
Family Service type projects are unique and secure facilities. The goals of Charlotte County, requirements of multiple user groups, complex building systems, and the necessity to pay attention to architectural details, form and function are essential. Cost management is also very important as these projects are typically funded by tax revenues making it even more important that we are good stewards of public funds. As construction manager it is our job to work closely with the owner and design team to ensure the project stays within the budget constraints while also achieving the best quality and value.

B. Cost analysis and control including value engineering

A factor that is oftentimes overlooked is the future maintenance costs to run the facility after construction. Our team will conduct a study of each building's Life Cycle Costs. Life Cycle Cost is defined as the total cost of an item during the life of an item. These costs are generally calculated in terms of present worth or annual cost. The types of cost that should be included in any study are demonstrated in the following list:

- Capital investment of first costs
- Financing costs
- Operational costs
- Maintenance costs
- Replacement costs

Other costs that might require consideration are salvage value, lost revenue, and added rental cost. Equally important is taking into account the people using the facility, and how they interact with the finishes, furnishings, and equipment within the given spaces. Our process of analysis will compliment those provided by the design team. Key personnel such as our **Preconstruction Services Manager Gene Willett, Area Manager Tom Iarossi, Project Executive Johnny Santos, CGC, and Project Manager Caryn Huff, LEED AP,** will be leading the Life Cycle Analysis exercises. Together they will evaluate systems, materials, and equipment with the entire design team and owner staff to determine the most beneficial solutions and maximize the County's net savings.



Sanford Public Safety Building
Built to withstand wind speeds up to 150 mph

C. Critical path method

In order to establish the optimum plan for our projects, Wharton-Smith applies the scheduling principals of the Critical Path Method (CPM) to determine the sequence of activities through the project. A network of activities and their duration produces our longest path of activities, which will determine the project's end date. This sequence of activities is followed to maintain the project's completion and to foresee any potential issues.

D. Pre-Construction services with a focus on minimizing cost while maximizing scope

Wharton-Smith recommends that our preconstruction team participates in every upcoming programming and design meeting. **Project Manager, Caryn Huff, LEED AP,** will also attend to ensure both preconstruction and operations are dialed into the project status at all times. Prior to each meeting, we will review the most current design and program documents. Based on past experience, we will keep a sharp lookout for items we know will be required although not yet drawn. During the meeting, we listen to what is being said in order to understand how the written design may be influenced by the discussion, noting all items that may be for inclusion in the project.

"Needs" Versus "Wants"

If the initial estimate confirms the project is over budget, a path must be established to return to an affordable cost,

while maintaining the function and purpose of the facility. Early in the design, user groups are invited to a design session that begins with "if there were no constraints, what would you want in this facility?" This question is intended to help define what an ideal facility would include. What is missing is an understanding of how these "wants" fit into the financial constraints of the project. Rarely is there enough funding to incorporate everything that everyone wants - so how to decide?

We would revisit the list of wants, providing cost estimate information based on simple sketches, narrative information, and a site visit to review existing conditions. This will allow the project team to understand and prioritize - because not every "want" is a "need." We will construct a cost model to demonstrate alignment with budget and schedule constraints. The model will be subdivided to define each element, building, feature, and option, so that the entire menu of wants is clearly visible. The team can then walk through the cost and design effect of each want, prioritizing by its effect on the function, look, and cost to the project. This process is critical in identifying and prioritizing. Items that are low priority "needs", as well as high priority "wants" may be added to the project as alternates or donor opportunities and included as contingencies allow.

Once the items have been prioritized and costs assigned, the project team will understand how much of the list can be constructed within the budget - these are the "needs". Items falling below the line become "wants". This becomes the basis for the cost estimate model and design work can resume.

E. Permitting with Charlotte County

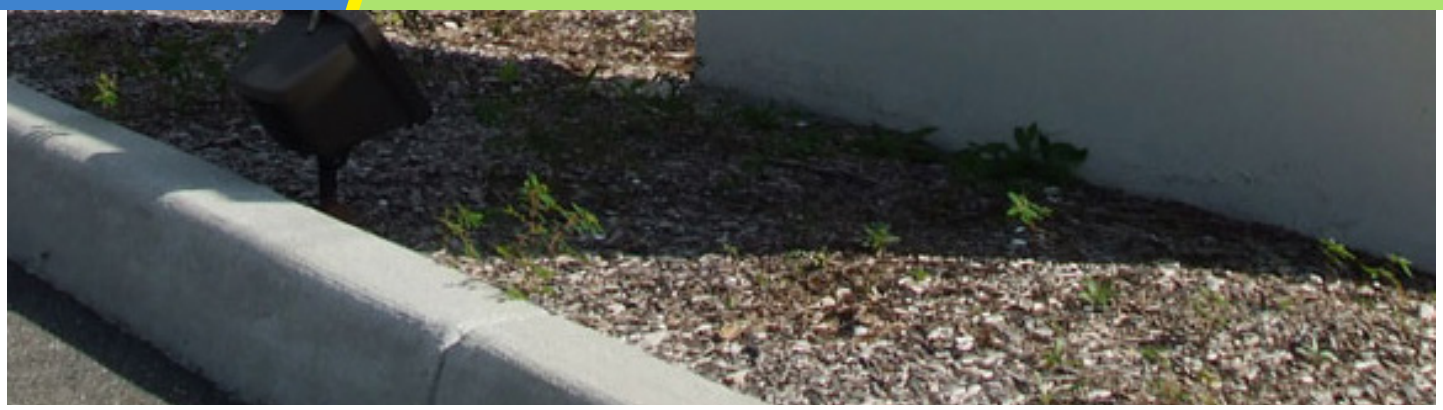
We have developed a highly efficient method for meeting regulatory requirements. By determining all permitting/approval requirements early in the process, we can customize a plan to obtain permitting/approvals in the most expeditious manner. In the beginning stages of the project, we quickly identify and address any issues that may require special attention. We work with regulatory agencies to agree on requirements and permit schedule durations. When possible, informal pre-submittal review meetings are held with permitting officials to obtain valuable input. Early and open dialogue with all required agencies aids in expediting the permitting process and is a good defense against surprises during permitting and construction.

Our Project Manager, Caryn Huff, LEED AP, has managed numerous project permits including those required for the Charlotte County Community Development Center and most recently, the Charlotte County Sheriff's Office.

Holden Heights Community Center

Westside Community Center

IX: VOLUME OF WORK



Provide the volume of work, total of payments received from the County within the last 24 months:

The total of payments received from Charlotte County within the last 24 months is **13,151,090.25.**

X: LITIGATION

We believe that potential conflicts can easily be avoided by developing trustworthy relationships with all parties. The successes we have had are due to our commitment to partnering and conflict prevention. Occasionally, a situation arises where a third party mediation is needed, despite efforts to avoid it. Our litigation record reports that there are no open litigation claims. In the interest of full disclosure, the cases below reflect three within that time period where we were initially named as part of the co-defense. Note, all have been resolved.

UCF Stadium Corporation f/k/a Golden Knights Corporation, et al. vs. Dant Clayton Corporation, Wharton-Smith, Inc., et al. (Case No. 2017-CA-008259-O, The Circuit Court, Ninth Judicial Circuit, Orange County, Florida): In September 2017, UCF filed suit against Dant Clayton Corporation, Wharton-Smith and others over alleged breach of contract regarding the design-build contracts for the construction of their stadium. **Wharton-Smith was then dismissed from the suit with a Tolling Agreement that they could be brought back in before April 1, 2019.** In December 2018, Wharton-Smith was brought back into the lawsuit. The suit is presently being mediated and is in the early stages of discovery.

XI: MINORITY BUSINESS

Certified MBE, Sub-Consultants Certified MBE, and/or Non-Certified MBE:

Wharton-Smith is not a State of Florida certified minority business enterprise. However, we have been very successful in exceeding the MWBE goal percentages set forth by the Owners with whom we work. This success has been achieved due to a variety of factors. The first thing we do is publish pre-bid advertisements in local publications. In addition, we have made a personal commitment to contact, both in writing and by phone, all the MWBE subcontractors and suppliers that we have in our prequalified database. This has enabled us good coverage with MWBE subcontractors and suppliers on previous projects. In most cases, the percentage has been achieved by using a combination of a few larger subcontractors, many smaller subcontractors and suppliers, (both through Wharton-Smith and through our subcontractors and consultants). We have not approached the MWBE process by focusing only on larger subcontractors, but rather focusing on opportunities in all of the trades. We contract directly with MWBE subcontractors and vendors, and we make sure that other subcontractors on-site would provide opportunities for second tier MWBE subcontractors and vendors. This enables us to exceed the goal by involving many different firms. In addition to securing MWBE participation for subcontractors and suppliers, Wharton-Smith has a proactive diversity program for our employees.

XII: REQUIRED FORMS

PART IV - SUBMITTAL FORMS
PROPOSAL SUBMITTAL SIGNATURE FORM

1.	Project Team Name and Title	Years experience	City of office individual will work out of for this project	City individual's office is normally located	City of individual's residence
Tom Iarossi		24	Tampa	Tampa	Tampa, FL
Johnny Santos		30	Tampa	Tampa	Land O' Lakes, FL
Caryn Huff		28	Punta Gorda	Punta Gorda	Venice, FL
Doug Whisler		39	Punta Gorda	Punta Gorda	Englewood, FL
Mike Nunez		13	Punta Gorda	Punta Gorda	Lake Suzy, FL
Susie Lampros		3	Punta Gorda	Punta Gorda	Rotonda West, FL
Gene Willett		30	Tampa	Tampa	Riverview, FL
Cristina Garcia		8	Sanford	Sanford	Sanford, FL
Gilbert Orcasitas		34	Tampa	Sanford	Sanford, FL

2.	Magnitude of Company Operations	
	A) Total professional services fees received within last 12 months:	$ 59,980
	B) Number of similar projects started within last 12 months:	3
	C) Largest single project to date:	$ 88,000,000

3.	Magnitude of Charlotte County Projects	
	A) Number of current or scheduled County Projects	2
	B) Payments received from the County over the past 24 months (based upon executed contracts with the County).	$ 13,151,090.25

4.	Sub-Consultant(s) (if applicable)	Location	% of Work to be Provided	Services to be Provided
	Banks Engineering	Port Charlotte, FL	As Needed	Surveying and Civil Engineering
	Universal Enigneering	Sarasota, FL	As Needed	Material and Environment Testing

5.	**Disclosure of interest or involvement:** List below all private sector clients with whom you have an active pending contract and who have an interest within the areas affected by this project. Also, include any properties or interests held by your firm, or officers of your firm, within the areas affected by this project.	
	Firm **N/A**	Address
	Phone #	Contact Name
	Start Date	Ending Date
	Project Name/Description	

NAME OF FIRM **Wharton-Smith, Inc.**
(This form must be completed and returned)

6. Minority Business: The County will consider the firm's status as an MBE or a certified MBE, and also the status of any sub-contractors or sub-consultants proposed to be utilized by the firm, within the evaluation process.	**Yes** _____ **No** ✓
Comments or Additional Information:	

The undersigned attests to his/her authority to submit this proposal and to bind the firm herein named to perform as per contract, if the firm is awarded the Contract by the County. The undersigned further certifies that he/she has read the Request for Proposal, Terms and Conditions, Insurance Requirements and any other documentation relating to this request and this proposal is submitted with full knowledge and understanding of the requirements and time constraints noted herein.

By signing this form, the proposer hereby declares that this proposal is made without collusion with any other person or entity submitting a proposal pursuant to this RFP.

As Addenda are considered binding as if contained in the original specifications, it is critical that the Consultant acknowledge receipt of same. The submittal may be considered void if receipt of an addendum is not acknowledged.

Addendum No. **#1** Dated **2/15/19** Addendum No._____ Dated_____ Addendum No._____ Dated_____

Addendum No._____ Dated_____ Addendum No._____ Dated_____ Addendum No._____ Dated_____

Type of Organization (please check one):

INDIVIDUAL (__)
PARTNERSHIP (__)
CORPORATION (✓)
JOINT VENTURE (__)

Wharton-Smith, Inc.
Firm Name

813-288-0068
Telephone

813-288-0371
Fax

N/A
Fictitious or d/b/a Name

59-2392802
Federal Employer Identification Number (FEIN)

4912 W. La Salle Street
Home Office Address

Tampa, FL 33607
City, State, Zip

35
Number of Years in Business

252 West Marion Avenue, Unit 1123, Punta Gorda, FL 33950
Address: Office Servicing Charlotte County, other than above

Johnny Santos, Project Executive
Name/Title of your Charlotte County Rep.

813-288-0068
Telephone

813-288-0371
Fax

Tom Iarossi, Area Manager
Name/Title of Individual Binding Firm (Please Print)

Signature of Individual Binding Firm

February 4, 2019
Date

tiarossi@whartonsmith.com
Email Address

(This form must be completed & returned)

DRUG FREE WORKPLACE FORM

The undersigned vendor in accordance with Florida Statute 287.087 hereby certifies that **Wharton-Smith, Inc.** does:
(name of business)

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).

4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.

6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

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

Proposer's Signature

February 4, 2019
Date

END OF PART IV

(This form must be completed & returned)

Wharton-Smith, Inc.
CONSTRUCTION GROUP

252 W. Marion Ave, Unit 1123, Punta Gorda, FL 33950
Tel: 813.288.0068 • Fax: 813.288.0371
www.whartonsmith.com

Affidavit Cont'd:

Use of Local Sub-Consultants (Sub-Consultants meeting "Local Office" definition):

✓Local Sub-Consultants on team with Prime — 10 Points
__Local Prime is performing all services in-house — ~~10 Points~~
__No local Sub-Consultants on team — 0 Points

Sub-Consultant Name: **Banks Engineering**

Address: **4161 Tamiami Trail, Building 5, Unit 501 Port Charlotte, FL 33952**

****

Company Name: **Wharton-Smith, Inc.**

Signature: Tom Cowie

Title: **Area Manager**

Year Business Established: **2003** Circle the appropriate County: Charlotte DeSoto Sarasota

State of Florida
County of **Hillsborough**

Sworn to and subscribed before me, a Notary Public, for the above State and County on this 20th Day of February, 2019.

Pamila Evans
Notary Public

7/21/2020
Commission Expiration

PAMILA RENEE EVANS
MY COMMISSION # GG014442
EXPIRES July 21, 2020

(Affix Official Seal)

The signee of this Affidavit guarantees, as evidenced by the sworn affidavit required herein, the truth and accuracy of this affidavit to interrogatories hereinafter made.

WHARTON-SMITH, INC. CORPORATE SEAL 1984 FLORIDA

(This form must be completed & returned)

FY2019 Capital Improvements Budget / FY 2019 - FY 2024 Project Detail — **Project No. c611501**

GENERAL PROJECT DATA:		Status	Existing
Project Title:	Family Services Center Campus		
Functional Area:	Family Services		
Department:	Human Services		
Location:	Mid County		

CONCURRENCY REQUIREMENTS	(Y/N)
Does project add new capacity?	Y
Is project required to maintain level of service:	
- Within 5 years? List project in CIE	N/A
- From 6 to 10 years? Monitor Annually	

PROJECT NEED CRITERIA	
Safety	
Mandate	
Replace	X
Growth	X

PROJECT SCHEDULE	FY19	FY20	FY21	FY22	FY23	FY24
	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4
Desgn/Arch						
Land/ROW						
Construct						
Equipment						

PROJECT DESCRIPTION:

Demolish current structures to enable site planning of multi-phased campus plan for optimum human services delivery through an integrated client service model. This project represents design and development of Phase I consisting primarily of site infrastructure, and facilities for youth services, community partners, and Charlotte County Neighborhood Services staff.

$7.095 million from the 2014 Sales Tax Referendum was allocated to this project.
Additional $3,552 million allocated 11/27/18, for a total of $10.647 million.

OPERATING BUDGET IMPACT:

$77,827 starting in FY21

PROJECT RATIONALE (Include Additional LOS Detail, if necessary):

The current building was formerly a church and does not efficiently or effectively accommodate the intended purpose of providing community services. An adjacent parcel was acquired which affords greater flexibility and a more comprehensive approach in the delivery of human services through a multi-phased, campus-style integrated client services model. Future development as envisioned will not only expand space for community partners but also offer additional shared support and flexible activity facilities, and opportunities for expanded services.

Charlotte County Government
CHARLOTTE COUNTY
Sales Tax Projects - Family Services Center Expansion and Remodeling
Easy St
Gibraltar Dr
Birchcrest Blvd
CHURCH
285/1
412/2
470/1
100/5
75
285/3
500
500
500

Charlotte County Board Of County Commissioners
Agenda Item Summary

Item Number: H - 1.

---

1 DEPARTMENT MAKING REQUEST

Libraries and Historical

2 MEETING DATE

3/26/2019

3 REQUESTED MOTION/ACTION

Approve budget adjustment BA19-024 in the amount of $158,052 to fund additional operating expenses and staffing (3 Full time, 5 Part time) through the end of the fiscal year.

4 AGENDA

Consent

5 IS THIS ITEM BUDGETED (IF APPLICABLE) - False

Budget Action
Approve Budget Amendment BA19-024 in the amount of $158,052.

Financial Impact Summary Statement
Funding for this expenditure comes from the General Fund.

Detailed Analysis Attached - True

Budget Officer-

6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)

The Punta Gorda-Charlotte Library was approved as a 1% local sales tax project. The project is scheduled to be complete by August 2019. The additional operating funding and staff are necessary to operate the new facility. Opening of the new Punta Gorda-Charlotte Library.

ATTACHMENTS:

File Name	Description	Upload Date	Type
BA19-024.pdf	BA19-024	3/5/2019	Budget Amendment

Budget Adjustment

Adjustment #:	Dept.:	Fund #:	Fund Name:
BA19-024	Community Services/Libraries	0001	General Fund

Revenues:

Project Title	Project Account Title	Project Account String	G/L Account Title	G/L Account String	Amount	Beginning Balance	Revised Amount
							$ -
							$ -
							$ -
							$ -
							$ -
				Total All Revenues	$ -		

Expenditures:

Project Title	Project Account Title	Project Account String	G/L Account Title	G/L Account String	Amount	Beginning Balance	Revised Amount
			Regular Salaries & Wages	0001.794409.572.12.0001	$ 64,272	$ 145,029	$ 209,301
			Salaries/Wages-Part time	0001.794409.572.12.0002	$ 41,177	$ 109,154	$ 150,331
			Accrued Compensated Absences	0001.794409.572.18.0001	$ 996	$ 2,248	$ 3,244
			FICA Taxes	0001.794409.572.21.0001	$ 8,067	$ 18,832	$ 26,899
			Retirement Contributions	0001.794409.572.22.0001	$ 5,090	$ 16,475	$ 21,565
			Life & Health Insurance	0001.794409.572.23.0001	$ 28,178	$ 67,684	$ 95,862
			Workers' Compensation	0001.794409.572.24.0001	$ 5,272	$ 1,273	$ 6,545
			Operating Supplies-Gen	0001.794409.572.52.0001	$ 5,000	$ 2,000	$ 7,000
			Rsv-Contingency-Gen	0001.999999.599.98.0001	(158,052)	$ 15,503,892	$ 15,345,840
					$ -		

Justification:

Staff new Punta Gorda Library with 3 FT Employees, and 5 PT Employees. Also includes start up costs of $5000.

Prepared by: Natalie Hinger

Approved by: Francine Lisby

Note: If this is used for a CIP amendment, include a copy of the old CIP project sheet and the new CIP project sheet

Charlotte County Board Of County Commissioners
Agenda Item Summary

Item Number: H - 2.

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1 DEPARTMENT MAKING REQUEST

Community Services

2 MEETING DATE

3/26/2019

3 REQUESTED MOTION/ACTION

Approval of Second Amended Guidelines for Requesting In-Kind Services

4 AGENDA

Consent

5 IS THIS ITEM BUDGETED (IF APPLICABLE) - False

Budget Action
No action needed.

Financial Impact Summary Statement
No Financial Impact.

Detailed Analysis Attached -

Budget Officer-

6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)

On April 24, 2018, the Charlotte County Board of County Commissioners ("BOCC") approved Amended Guidelines for Requesting In-Kind Services pursuant to its Event Development Program. The In-Kind Services Guidelines provided for in-kind services up to a maximum of $50,000, for events that are beyond their first and second years to assist in the continued promotion of these events. In-Kind Services were limited to services provided by departments under the direct control of the BOCC, and included Public Safety (Fire/EMS only), Community Development (Permitting/Code), Community Services (Parks & Recreation Services) and Transit (Transportation Services), when otherwise available. The Second Amended Guidelines include among the other allowed uses of in-kind funding services provided by the Charlotte County Sheriff's Office. The $50,000 maximum in-kind funding amount is not being changed. Certain other administrative changes are being proposed.

ATTACHMENTS:

File Name	Description	Upload Date	Type
JS_Draft_#3_In-Kind_Services_Policy_Revisions_1.24.19.pdf	In-Kind Services Policy redlined	2/13/2019	Backup Material
In-Kind_Services_Policy.1.24.19_clean.pdf	In-Kind Services Policy clean	2/13/2019	Backup Material

CHARLOTTE COUNTY
BOARD OF COUNTY COMMISSIONERS

EVENT DEVELOPMENT PROGRAM

Guidelines for Requesting

IN-KIND SERVICES

The Charlotte County Board of County Commissioners Event Development Program ("BOCC-EDP") provides In-Kind and additional event funding to assist in the development of new (first-year and second-year) events that promote Charlotte County as a tourist destination for visitors. After the second year, events are expected to be self-sustaining and will not normally be funded by the BOCC-EDP. However, the BOCC may consider providing In-Kind Services to recurring events under certain circumstances and subject to availability of funding.

These **Guidelines for Funding In-Kind Services** apply to events continuing beyond their second-year occurring between **April 1 and December 15 of each year.** The provision of In-Kind Services is at the sole discretion of the BOCC.

GENERAL REQUIREMENTS

1. BOCC-EDP may provide In-Kind Services of a value **not to exceed Fifty Thousand Dollars ($50,000)** annually for an eligible event.

2. **In-Kind Services** are limited to services provided by the Charlotte County Sheriff's Office and certain Charlotte County departments under the **direct control of the** Board of County Commissioners (**BOCC**)**.**~~,~~ Charlotte County departments that may provide In-Kind Services include~~ing~~ Public Safety (Fire/EMS only), Community Development (Permitting/Code); Community Services (Parks and Recreation Services), and Transit (Transportation Services).

3. ~~Persons or organizations wishing~~ ~~t~~ To apply for In-Kind Services for a qualifying event, ~~must complete~~ the attached ~~a~~Application must be completed in full. The application must specify~~ing~~ the types of In-Kind Services requested and **include a written cost and availability estimate** from the Charlotte County Sheriff's Office and/or each County Department for which In-Kind Services are requested .

4. Applications must be received by the BOCC **by April 1** of each year. Applications will be reviewed by the BOCC and either approved or denied at ~~the first~~ a regularly scheduled public meeting ~~every April~~.

5. Applications must state how many years the event has been held.

6. Resumes of all event organizers must be attached to all applications.

7. Applicants must substantiate the actual draw of visitors to Charlotte County for the prior years' event, and must provide actual figures relating to the number of event attendees, the number of room nights generated, the average length of stay, the effectiveness of previous advertising and marketing, and a summary of press related to the event. Applicants must also submit proof of their compliance with all terms and conditions relating to prior year Event Funding by Charlotte County, if applicable, including an Event Audit.

8. Applications will be scored by individual BOCC members based on ~~the factors noted~~ criteria outlined in the attached Application~~, attached~~. Individual Commissioner total scores will be averaged to provide a final score. A minimum average score of **60 (out of 100)** is required to meet BOCC-EDP In-kind Services requirements for eligibility. If eligible, the BOCC will approve or deny In-Kind Services requests by majority vote.

9. Recipients will be required to sign the County's standard In-Kind Services Agreement.

10. Recipients will be required to provide proof of event insurance in an amount to be determined by the County's Risk Manager and to name Charlotte County Board of County Commissioners as an additional named insured.

11. Upon conclusion of the event, a Post Event Report, in a form approved by the County, must be completed and submitted to the Punta Gorda / Englewood Beach Visitor & Convention Bureau, 1700 Tamiami Trail, G-2, Port Charlotte, Florida 33948. Failure to submit the completed Post Event Report or otherwise comply with the terms and conditions of the In-Kind Services Agreement will preclude the applicant from future eligibility.

12. The use of In-Kind Services is authorized only for purposes directly related to the event~~,~~ as listed on the Application and as authorized by the BOCC. The use of In-Kind Services for any other purposes will preclude the applicant from future eligibility and may subject the recipient to legal process.

APPLICATION
for
IN-KIND SERVICES

I. APPLICANT INFORMATION

Entity Legal Name: _____

Entity FEID #: _____

Is the Entity a Florida corporation or registered to do business in the State of Florida?

Yes: □ No: □

Is the Entity a Not-for-Profit or 501(c) Charitable Organization?

Yes: □ No: □

Application completed by: _____

Title/Relationship to Entity named above: _____

Telephone No.: _____

Mailing Address: _____

_____

Email Address: _____

II. EVENT INFORMATION

Event Title: _____

Event Date(s):_____

Event Location(s): _____

How Many Years has this Event been held in Charlotte County? _____

Hotel/Accommodation Partner (if applicable), Contact Person, Telephone Number (Attach separate sheet if necessary):

_____

_____

Projected number of local attendees/participants (not Overnight): _____

Projected number of out-of-County attendees/participants (not Overnight): _____

Projected number of out-of-County attendees/participants (Overnight): _____

Projected number of Room Nights: _____

Explain how you arrived at these projections. Use information from prior year event(s) and Event Survey(s), if applicable. Attach any supporting documentation:

_____

_____

_____

Attach your marketing and promotional plan for the Event. Include (if applicable) media and size; cost; run dates; and area targeted. (Examples: Newspaper, 1/8 page, $475, July 1, Tampa Bay Area, OR, Facebook boosted post, $200, June 25 until budget is reached.) Attach separate sheet(s) if necessary:

_____

_____

_____

Please review the application scoring criteria included with your application for In-Kind Services and provide ~~any and~~ all additional information you believe is relevant to each criteria section and questions. Failure to include this information may result in your application being ineligible for In-Kind Services. Attach separate sheet(s) if necessary:

_____

_____

_____

What are the demographics of the potential attendees/participants? _____

_____

How will the effectiveness of the promotion of the event be measured? What metrics will you use? (Attach separate sheet(s) if necessary):

_____

_____

_____

III. LIST OF IN-KIND SERVICES REQUESTED

_____ Charlotte County Sheriff's Office

_____ Fire/EMS

_____ Permitting/Code

_____ Parks & Recreation Services

_____ Transit Services

_____ Other Services _____ (specify)

Please attach an itemized list of In-Kind Services ~~required~~ requested for the entire event~~, including~~ The itemized list must include: dates, times and locations, and ~~the **estimate of**~~ **the cost and availability estimates provided by the Charlotte County Sheriff's Office and each ~~applicable~~ County Department for which In-Kind Services are requested.**

Failure to include cost and availability ~~E~~estimates from the Charlotte County Sheriff's Office and any County Departments for which In-Kind services are requested will disqualify an applicant from eligibility**. All Services are subject to availability.**

Total Value of In-Kind Services requested: _____

III. SIGNATURE/DISCLAIMER

On behalf of _____, I certify that I have completed this In-Kind Services Application and attest that all information provided herein and attached hereto is true and accurate. I agree that if approved, In-Kind Services provided by the Charlotte County Sheriff's Office and ~~Charlotte County BOCC~~ County Departments will be used solely for the purposes stated herein and as approved by the BOCC. I understand that any other use of In-Kind Services will disqualify my organization from BOCC-EDP funding and In-Kind Services in the future and may subject my organization to legal process.

_____
Authorized Signature

_____
Title

_____
Date

CRITERIA – IN-KIND SERVICES

Each Application for In-Kind Services will be evaluated by the BOCC using the following criteria:

A. ROOM NIGHTS. The prior event must have generated a minimum of 1,000 room nights as documented by a professionally conducted survey. Did the event generate a minimum of 1,000 room nights? (If yes, score 20 points. If no, score 0 points.)

Score: _____ out of 20

B. ECONOMIC IMPACT. The prior event must have generated a minimum economic impact of $4 Million or greater as documented by a professionally conducted survey. Did the event generate a minimum economic impact of at least $4 Million? (If yes, score 20 points. If no, score 0 points.)

Score: _____ out of 20

C. AUDIT. The prior event must have a positive audit result. Was the prior-year's event audit acceptable to the County? (If yes, score 20 points. If no, score 0 points)

Score: _____ out of 20

D. BUSINESS PLAN. Has the event organizer demonstrated an ability to develop and execute a business, marketing and financial plan (including sponsorship development)?

Score: _____ out of 20

E. ORGANIZATION. Does the event organizer demonstrate a well-defined organizational structure?

Score: _____ out of 20

TOTAL SCORE: _____ out of 100

Commissioner: _____

CHARLOTTE COUNTY
BOARD OF COUNTY COMMISSIONERS

EVENT DEVELOPMENT PROGRAM

Guidelines for Requesting

IN-KIND SERVICES

The Charlotte County Board of County Commissioners Event Development Program ("BOCC-EDP") provides In-Kind and additional event funding to assist in the development of new (first-year and second-year) events that promote Charlotte County as a tourist destination for visitors. After the second year, events are expected to be self-sustaining and will not normally be funded by the BOCC-EDP. However, the BOCC may consider providing In-Kind Services to recurring events under certain circumstances and subject to availability of funding.

These **Guidelines for Funding In-Kind Services** apply to events continuing beyond their second-year occurring between **April 1 and December 15 of each year.** The provision of In-Kind Services is at the sole discretion of the BOCC.

GENERAL REQUIREMENTS

1. BOCC-EDP may provide In-Kind Services of a value **not to exceed Fifty Thousand Dollars ($50,000)** annually for an eligible event.

2. **In-Kind Services** are limited to services provided by the Charlotte County Sheriff's Office and certain Charlotte County departments under the direct control of the Board of County Commissioners (BOCC). Charlotte County departments that may provide In-Kind Services include Public Safety (Fire/EMS only), Community Development (Permitting/Code); Community Services (Parks and Recreation Services), and Transit (Transportation Services).

3. To apply for In-Kind Services for a qualifying event the attached Application must be completed in full. The Application must specify the types of In-Kind Services requested and include a written cost and availability estimate from the Charlotte County Sheriff's Office and each County Department for which In-Kind Services are requested.

4. Applications must be received by the BOCC **by April 1** of each year. Applications will be reviewed by the BOCC and either approved or denied at a regularly scheduled public meeting.

5. Applications must state how many years the event has been held.

6. Resumes of all event organizers must be attached to all applications.

7. Applicants must substantiate the actual draw of visitors to Charlotte County for the prior years' event, and must provide actual figures relating to the number of event attendees, the number of room nights generated, the average length of stay, the effectiveness of previous advertising and marketing, and a summary of press related to the event. Applicants must also submit proof of their compliance with all terms and conditions relating to prior year Event Funding by Charlotte County, if applicable, including an Event Audit.

8. Applications will be scored by individual BOCC members based on the criteria outlined in the attached Application. Individual Commissioner total scores will be averaged to provide a final score. A minimum average score of **60 (out of 100)** is required to meet BOCC-EDP In-kind Services requirements for eligibility. If eligible, the BOCC will approve or deny In-Kind Services requests by majority vote.

9. Recipients will be required to sign the County's standard In-Kind Services Agreement.

10. Recipients will be required to provide proof of event insurance in an amount to be determined by the County's Risk Manager and to name Charlotte County Board of County Commissioners as an additional named insured.

11. Upon conclusion of the event, a Post Event Report, in a form approved by the County, must be completed and submitted to the Punta Gorda / Englewood Beach Visitor & Convention Bureau, 1700 Tamiami Trail, G-2, Port Charlotte, Florida 33948. Failure to submit the completed Post Event Report or otherwise comply with the terms and conditions of the In-Kind Services Agreement will preclude the applicant from future eligibility.

12. The use of In-Kind Services is authorized only for purposes directly related to the event as listed on the Application and as authorized by the BOCC. The use of In-Kind Services for any other purposes will preclude the applicant from future eligibility and may subject the recipient to legal process.

APPLICATION
for
IN-KIND SERVICES

I. APPLICANT INFORMATION

Entity Legal Name: _____

Entity FEID #: _____

Is the Entity a Florida corporation or registered to do business in the State of Florida?

Yes: □ No: □

Is the Entity a Not-for-Profit or 501(c) Charitable Organization?

Yes: □ No: □

Application completed by: _____

Title/Relationship to Entity named above: _____

Telephone No.: _____

Mailing Address: _____

_____

Email Address: _____

II. EVENT INFORMATION

Event Title: _____

Event Date(s): _____

Event Location(s): _____

How Many Years has this Event been held in Charlotte County? _____

Hotel/Accommodation Partner (if applicable), Contact Person, Telephone Number (Attach separate sheet if necessary):

_____

_____

Projected number of local attendees/participants (not Overnight): _____

Projected number of out-of-County attendees/participants (not Overnight): _____

Projected number of out-of-County attendees/participants (Overnight): _____

Projected number of Room Nights: _____

Explain how you arrived at these projections. Use information from prior year event(s) and Event Survey(s), if applicable. Attach any supporting documentation:

_____

_____

_____

Attach your marketing and promotional plan for the event. Include (if applicable) media and size; cost; run dates; and area targeted. (Examples: Newspaper, 1/8 page, $475, July 1, Tampa Bay Area, OR, Facebook boosted post, $200, June 25 until budget is reached.) Attach separate sheet(s) if necessary:

_____

_____

_____

Please review the application scoring criteria included with your application for In-Kind Services and provide all additional information you believe is relevant to each criteria section and questions. Failure to include this information may result in your application being ineligible for In-Kind Services. Attach separate sheet(s) if necessary:

_____

_____

_____

What are the demographics of the potential attendees/participants? _____

_____

How will the effectiveness of the promotion of the event be measured? What metrics will you use? (Attach separate sheet(s) if necessary):

_____

_____

III. LIST OF IN-KIND SERVICES REQUESTED

_____ Charlotte County Sheriff's Office

_____ Fire/EMS

_____ Permitting/Code

_____ Parks & Recreation Services

_____ Transit Services

_____ Other Services _____ (specify)

Please attach an itemized list of In-Kind Services requested for the entire event. The itemized list must include: dates, times and locations, and the cost and availability estimates provided by the Charlotte County Sheriff's Office and each County Department for which In-Kind Services are requested.

Failure to include cost and availability estimates from the Charlotte County Sheriff's Office and any County Departments for which In-Kind services are requested will disqualify an applicant from eligibility. **All Services are subject to availability.**

Total Value of In-Kind Services requested: _____

III. SIGNATURE/DISCLAIMER

On behalf of _____, I certify that I have completed this In-Kind Services Application and attest that all information provided herein and attached hereto is true and accurate. I agree that if approved, In-Kind Services provided by the Charlotte County Sheriff's Office and County Departments will be used solely for the purposes stated herein and as approved by the BOCC. I understand that any other use of In-Kind Services will disqualify my organization from BOCC-EDP funding and In-Kind Services in the future and may subject my organization to legal process.

_____
Authorized Signature

_____
Title

_____
Date

CRITERIA – IN-KIND SERVICES

Each Application for In-Kind Services will be evaluated by the BOCC using the following criteria:

A. ROOM NIGHTS. The prior event must have generated a minimum of 1,000 room nights as documented by a professionally conducted survey. Did the event generate a minimum of 1,000 room nights? (If yes, score 20 points. If no, score 0 points.)

Score: _____ out of 20

B. ECONOMIC IMPACT. The prior event must have generated a minimum economic impact of $4 Million or greater as documented by a professionally conducted survey. Did the event generate a minimum economic impact of at least $4 Million? (If yes, score 20 points. If no, score 0 points.)

Score: _____ out of 20

C. AUDIT. The prior event must have a positive audit result. Was the prior-year's event audit acceptable to the County? (If yes, score 20 points. If no, score 0 points)

Score: _____ out of 20

D. BUSINESS PLAN. Has the event organizer demonstrated an ability to develop and execute a business, marketing and financial plan (including sponsorship development)?

Score: _____ out of 20

E. ORGANIZATION. Does the event organizer demonstrate a well-defined organizational structure?

Score: _____ out of 20

TOTAL SCORE: _____ out of 100

Commissioner: _____

Charlotte County Board Of County Commissioners
Agenda Item Summary

Item Number: L - 1.

---

1 DEPARTMENT MAKING REQUEST

Human Services

2 MEETING DATE

3/26/2019

3 REQUESTED MOTION/ACTION

a) Approve Human Services to enter into sub-contract with Tampa Crisis Center which received a grant from Department of Children & Families, and Veterans Assistance (DCF/VA) to make the MyFL Vet Peer Recovery Initiative a statewide partnership with local 2-1-1 programs. Human Services sub-contract would fall under DCF; and
b) Authorize the Chairman, or designee to sign any grant related documents.

4 AGENDA

5 IS THIS ITEM BUDGETED (IF APPLICABLE) - False

Budget Action
No action needed. A budget adjustment will be submitted once the award is accepted. The grant is 100% funded and there is no local match required.

Financial Impact Summary Statement
Sub-contract amount is $16,177.34 and funding will come from the Tampa Crisis Center.

Detailed Analysis Attached -

Budget Officer-

6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)

Tampa Crisis Center (2-1-1) provides a Veteran Peer Recovery program. A grant from VA/DCF to make the program statewide has resulted in a solicitation from Tampa Crisis Center for Charlotte 2-1-1 to hire a full-time temporary Intake Coordinator to meet the information/referral needs of Veterans and to develop and manage Community Point (resource database) to include all services for Veterans and those that benefit Veterans. This temporary position is project-based and time-limited. Possibility for continued funding July 1, 2019-June 30, 2020 for a permanent Intake Coordinator and addition of a Care Coordinator to provide intensive case management to Veterans in crisis.

ATTACHMENTS:

File Name	Description	Upload Date	Type
Attachment_A-Infection_Control.pdf	Attachment A - Infection Control	3/5/2019	Cover Memo
Attachment_C_-_E-Verify.pdf	Attachment C E-Verify	3/4/2019	Cover Memo
Attachment_D_-_OIG_Attestation.pdf	Attachment D - OIG Attestation	3/5/2019	Cover Memo
Attachment_E_-_Protected_Personnel.pdf	Attachment E-Protected Personnel	3/5/2019	Cover Memo
Attachment_H_-_Lobbying.pdf	Attachment H-Lobbying	3/4/2019	Cover Memo
Charlotte_Subcontract_DCF_2019.pdf	Charlotte Sub Contract DCF 2019	3/4/2019	Cover Memo
Tampa_Crisis_Documents.pdf	Tampa Crisis Grant Documents	3/4/2019	Cover Memo

DATE March 26, 2019

Re: Infection Control

To Whom It May Concern:

Please accept this as an attestation all required infection control testing is current and that Charlotte County Board of County Commissioners/ 2-1-1 Charlotte:
is compliant with OSHA regulations concerning occupational exposure to blood borne pathogens. The Provider shall also notify the Crisis Center of any significant communicable disease exposures and the Crisis Center will also notify the Provider of the same, as appropriate. Provider shall adhere to current CDC/HICPAC Guideline for Infection Control in health care personnel (as published in American Journal for Infection Control 1998; 26:289-354.

Charlotte County Board of County Commissioners/ 2-1-1 Charlotte will create, train and implement this practice as policy for the remainder of the contract.

Kenneth W. Doherty, Chairman

NAME OF CERTIFYING OFFICIAL TITLE

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY:
Janell S. Kuroda
County Attorney
LR19-0216 MWM

SIGNATURE DATE

Attest:
Roger D. Eaton, Clerk of the Circuit Court and Ex-officio Clerk of the Board of County Commissioners

By: _____ Deputy Clerk

ATTACHMENT C – PROVIDER CERTIFICATION
(E-Verify)

CONTRACTOR CERTIFICATION: IMMIGRATION AND NATIONALITY ACT OF 1952, AS AMENDED

The Contractor certifies that the Contractor shall comply with any and all legal provisions contained in the Immigration and Nationality Act of 1952, As Amended; its related laws and regulations that are enforced by Homeland Security, Immigration and Customs Enforcement and the U.S Department of Labor as these may relate to non-immigrant foreign nationals working under contract or subcontract for the Contractor while providing services to Department of Veterans Affairs patient referrals;

While performing services for the Department of Veterans Affairs, the Contractor shall not knowingly employ, contract or subcontract with an illegal alien; foreign national non-immigrant who is in violation their status, as a result of their failure to maintain or comply with the terms and conditions of their admission into the United States. Additionally, the Contractor is required to comply with all "E-Verify" requirements consistent with "Executive Order 12989" and any related pertinent Amendments, as well as applicable Federal Acquisition Regulations.

If the Contractor fails to comply with any requirements outlined in the preceding paragraphs or its Agency regulations, the Department of Veterans Affairs may, at its discretion, require that the foreign national who failed to maintain their legal status in the United States or otherwise failed to comply with the requirements of the laws administered by Homeland Security, Immigration and Customs Enforcement and the U.S Department of Labor, shall be prohibited from working at the Contractor's place of business that services Department of Veterans Affairs patient referrals; or other place where the Contractor provides services to veterans who have been referred by the Department of Veterans Affairs; and shall form the basis for termination of this contract for breach.

The Contractor agrees to obtain a similar certification from its subcontractors.

Signature: _____

Date: March 26, 2019

Typed Name and Title: Kenneth W. Doherty, Chairman

Company Name: Charlotte County Board of County Commissioners/ 2-1-1 Charlotte

This certification concerns a matter within the jurisdiction of an agency of the United States and the making of a false, fictitious, or fraudulent certification may render the maker subject to prosecution under 18 U.S.C. 1001.

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY:
Janette S. Knowlton
County Attorney
LR19-0316 MWM

Attest:
Roger D. Eaton, Clerk of the Circuit Court and Ex-officio Clerk of the Board of County Commissioners

By: _____ **Deputy Clerk**

DATE: March 26, 2019

Re: OIG Attestation

To Whom It May Concern:

Please accept this as an attestation that Charlotte County Board of County Commissioners/ 2-1-1 Charlotte has verified that the staff list has been compared to the HHS OIG List of Excluded Individuals/Entities on the HHS OIG website at http://oig.hhs.gov/exclusions/index.asp to ensure that Project Personnel are not listed.

Charlotte County Board of County Commissioners/ 2-1-1 Charlotte will create, train and implement this practice as policy for the remainder of the contract.

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY:
County Attorney
LR19-0316 MWM

Kenneth W. Doherty, Chairman

NAME OF CERTIFYING OFFICIAL TITLE

SIGNATURE DATE

Attest:
Roger D. Eaton, Clerk of the Circuit Court and Ex-officio Clerk of the Board of County Commissioners

By: _____ Deputy Clerk

DATE: March 26, 2019

Re: Protected Personnel

To Whom It May Concern:

Please accept this as an attestation that Charlotte County Board of County Commissioners/ 2-1-1 Charlotte provides the following for all staff providing services under the referenced contract.

- Workers' compensation following is provided for all of our staff providing services
- Professional liability insurance
- Health examinations
- Income tax withholding, and
- Social security payments.

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY:
Janette S. Knowlton
County Attorney
LR19-0316 MWM

Kenneth W. Doherty, Chairman

NAME OF CERTIFYING OFFICIAL TITLE

SIGNATURE DATE

Attest:
Roger D. Eaton, Clerk of the Circuit Court and Ex-officio Clerk of the Board of County Commissioners

By: _____ Deputy Clerk

ATTACHMENT H 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:

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 an 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 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.

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.

The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans and cooperative agreements) and that all sub-recipients 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.

Signature:_____ Date:_____

Kenneth W. Doherty, Chair

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

County Attorney

LR19-0216 MWH

Attest:

Roger D. Eaton, Clerk of the Circuit Court and Ex-officio Clerk of the Board of County Commissioners

By:_____ Deputy Clerk

CRISIS CENTER OF TAMPA BAY
Help. Hope. Healing.

CLARA REYNOLDS, PRESIDENT AND CEO

Contractor Agency

FEBRUARY 11, 2019

Project Administrator
Name: Debra Harris
Title: Sr. Director Gateway
Address: 1 Crisis Center Plaza Tampa, FL 33613
Phone: 813/969-4911
Fax: 813/964-1564
Email: dharris@crisiscenter.com

Financial Administration
Name: Carol Spier
Title: Manager Grants and Contracts
Address: 1 Crisis Center Plaza Tampa, FL 33613
Phone: 813/969-4933
Fax Number: 813/964-1564
Email: cspier@crisiscenter.com

Senior Management
Sunny Hall, VP Client Services
813/969-4934
shall@crisiscenter.com

FLORIDA VETERANS PEER INITIATIVE

PROVIDER AGREEMENT

CRISIS CENTER OF TAMPA BAY
1 Crisis Center Plaza Tampa, FL 33613

Florida Veterans Peer Initiative

CONTRACT ADMINISTRATION INFORMATION

Provider Agency Name: Charlotte County Board of County Commissioners/ 2-1-1 Charlotte

Counties Served: Charlotte County

Federal Taxpayer ID Number: 6000541

Program Administrator

Name: Colleen K. Turner

Title: Senior Manager

Address: 1050 Loveland Blvd. Port Charlotte, FL 33980

Phone: 941.833.6502

Fax: 941.833.6565

Email: Colleen.Turner@CharlotteCountyFL.gov

Financial Administrator

Name: Jerry Livingston

Title: Senior Financial Analyst

Address: 18500 Murdock Circle B-109 Port Charlotte, FL 33948

Phone: 941.764.5502

Fax: 941-743-1286

Email: Jerry.Livingston@CharlotteCountyFL.gov

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I. Price Schedule

The Provider shall furnish all personnel to provide services necessary to provide Crisis Intervention and Veteran Peer Support services to connect Florida military Veterans to mental health and substance abuse services using Florida's existing 2-1-1 crisis line infrastructures. All services shall be performed at the offeror's facility. Offeror shall provide professional and technical services to include materials, supplies, equipment and qualified supervision specified herein.

A. Contract Type:

Firm Fixed Price (FFP) : $16,177.34

B. Place of Performance:

At the location of the Provider as presented in this document.

C. Period of Performance:

March 1, 2019 - June 30, 2019

II. Performance Work Statement

A. General:

1. Statement of Work

The Provider shall perform all tasks and provide units of deliverables, including reports, findings, and drafts, as specified in this Contract. Unless otherwise provided in the procurement document, if any, or governing law, the Crisis Center reserves the right to increase or decrease the volume of services and to add tasks that are incidental or complimentary to the original scope of services as negotiated with the Department of Children and Families (Department). When such increase or decrease occurs, except where the method of payment is prescribed by law, compensation under Section IA will be equitably adjusted by the Crisis Center to the extent that it prescribes a fixed price payment method or does not provide a method of payment for added tasks.

2. Provider Services Required:

The Provider shall provide Crisis Intervention and Veteran Peer Support services to connect Florida military Veterans to mental health and substance abuse services using Florida's existing 2- 1-1 crisis line infrastructures. VISN 8 requires a service model designed specifically for Veterans to provide an easily accessible entry point for finding Veteran-critical information and to serve as a primary source of information and referral for returning Veterans.

a) MYFLVET

A Helpline created by the Crisis Center of Tampa Bay that serves as a dedicated line for veterans and their families across the state to provide information and referrals for veterans and their families in the Tampa Bay Area and Statewide area.

b) Veteran

Per 38 CFR 3.1(d). A person who served in the active military, naval, or air service and who was discharged or released under

conditions other than dishonorable.

B. Qualifications

1. Staff Certification – Peer Specialist

Public Law 110-387, Section 405 modifies 38 USC 7402: Peer Specialist. To be eligible to be appointed to a peer specialist position, a person must -- (A) be a veteran who has recovered or is recovering from a mental health condition; and (B) be certified by -- (i) a not-for-profit entity engaged in peer specialist training as having met such criteria as the Secretary shall establish for a peer specialist position; or (ii) a State as having satisfied relevant State requirements for a peer specialist position. Care Coordinators must be certified as a Peer Specialist within 18 months of hire.

2. Technical Proficiency:

Provider staff shall be technically proficient in the skills necessary to fulfill the government's requirements, including the ability to speak, understand, read and write English fluently. Provider shall provide documents upon request of the Project Administrator to verify current and ongoing competency, skills, certification and/or licensure related to the provision of care, treatment and/or services performed. Provider shall provide verifiable evidence of all educational and training experiences including any gaps in educational history for all Provider Personnel when requested.

3. Training:

Provider shall meet all VA educational requirements. Provider Personnel must meet mandatory course requirements as required by the Provider's facility.

4. Standard Personnel Testing/Infection Control:

Provider shall provide a statement with the quote that all required infection control testing is current and that the Provider is compliant with OSHA regulations concerning occupational exposure to blood borne pathogens. The Provider shall also notify the Crisis Center of any significant communicable disease exposures and the Crisis Center will notify the Provider of the same, as appropriate. Provider shall adhere to current CDC/HICPAC Guideline for Infection Control in health care personnel (as published in American Journal for Infection Control 1998; 26:289-354 http://www.cdc.gov/hicpac/pdf/InfectControl98.pdf) for disease control. Tests shall be current within the past year. ATTACHMENT A

5. Conflict of Interest:

The Provider is responsible for identifying and communicating to the Project Administrator all conflicts of interest at the time of quote and during the entirety of contract performance. At the time of contract the Provider shall provide a statement which describes, in a concise manner, all relevant facts concerning any past, present, or currently planned interest (financial, contractual, organizational, or otherwise) or actual or potential organizational conflicts of interest relating to the services to be provided.. The Provider shall provide relevant facts that show how the organizational and/or management system or other actions would avoid or mitigate any actual or potential organizational conflicts of interest. ATTACHMENT B

6. Citizenship related Requirements:

The Provider certifies that the Provider shall comply with any and all legal provisions contained in the Immigration and Nationality Act of 1952, As Amended; its related laws and regulations that are enforced by Homeland Security, Immigration and Customs Enforcement and the U.S Department of Labor as these may relate to non-immigrant foreign nationals working

under contract or subcontract for the Provider while providing services on behalf of the Department.
While performing services for the Department, the Provider shall not knowingly employ, contract or subcontract with an illegal alien; foreign national non-immigrant who is in violation of their status, as a result of their failure to maintain or comply with the terms and conditions of their admission into the United States. Additionally, the Provider is required to comply with all "E-Verify" requirements consistent with "Executive Order 12989" and any related pertinent Amendments, as well as applicable Federal Acquisition Regulations.

This certification concerns a matter within the jurisdiction of an agency of the United States and the making of a false, fictitious, or fraudulent certification may render the maker subject to prosecution under 18 U.S.C. 1001.

Contractor agrees to obtain a similar certification from its subcontractors. ATTACHMENT C

7. Annual Office of Inspector General (OIG) Statement:

In accordance with HIPAA and the BBA of 1977, the HHS and OIG has established a list of parties and entities excluded from Federal health care programs. Specifically, the listed parties and entities may not receive Federal Health Care program payments due to fraud and/or abuse of the Medicare and Medicaid programs. Therefore, Provider shall review the HHS OIG List of Excluded Individuals/Entities on the HHS OIG web site at http://oig.hhs.gov/exclusions/index.asp to ensure that proposed Provider Personnel are not listed. Provider should note that any excluded individual or entity that submits a claim for reimbursement to a Federal health care program, or causes such a claim to be submitted, may be subject to a CMP for each item or service furnished during a period that the person was excluded and may also be subject to treble damages for the amount claimed for each item or service. CMP's may also be imposed against the Provider that employ or enter into contracts with excluded individuals to provide items or services to Federal program beneficiaries. By signing the contract, the Provider certifies that the HHS OIG List of Excluded Individuals/Entities has been reviewed and that the Provider is and/or Provider Personnel are not listed as of the date the offer was signed. ATTACHMENT D

8. Non-Personal Healthcare Services:

The parties agree that the Provider and all Provider Personnel shall not be considered DCF or Crisis Center employees for any purpose.

9. No Employee status:

The Provider shall be responsible for protecting Provider Personnel furnishing services. To carry out this responsibility, the Provider shall provide or certify that the following is provided for all their staff providing services under the resultant contract: ATTACHMENT E

- Workers' compensation
- Professional liability insurance
- Health examinations
- Income tax withholding, and
- Social security payments

10. Contingency Plan:

Because continuity of care is an essential part of VISN 8, the Provider shall have a contingency plan in place to be utilized if Provider Personnel Leave Provider's employment or is unable to continue performance in accordance with the terms and conditions of the resulting contract. ATTACHMENT F

C. Hours of Operation:

1. Work Schedule:

Services shall be available from the Provider twenty-four (24) hours per day, seven (7) days per week, including weekends and federal holidays. Provider shall provide coverage for all required shifts, including nights, weekends and holidays. This applies only to answering calls per the normal operations of the agency. Care Coordination and Resource Management shall be provided in the context of a forty-hour workweek with flexibility to meet the needs of the veteran population.

D. Provider Service Responsibilities:

1. Peer Support Model/Background:

The Crisis Center Veteran Program MYFLVET is based on a peer support model. The Crisis Center has invested in administrative resources to build a model for servicing Veterans, with relevant crisis intervention and service referral to community and federally funded services. Mental Health providers have recognized this design. The design represents a pertinent link between problem identification and timely service intervention for Veterans. The model realizes that information and referral services are important to address immediate needs, but do not ensure services have been engaged or meet the presenting needs. To this end, the Crisis Center provides a best practice component to services with the Veteran population using care coordination to ensure service referral leads to verified service connections.

The Provider shall use a service delivery model based on concepts and values of the Florida Peer Network. The service model shall employ evidence-based practices and support the recovery of military Veterans with lived behavioral health challenges, while encouraging emotional stability and well-being through collaborative problem resolution. Peers shall be actively sought through collaborations with the local VA, from Veteran specific resources, and from word of mouth. The team shall be comprised of military and non-military employees and volunteers. Peer support implies a commitment to and understanding of the population served and its unique needs based on one's experience. The ability of Veteran Peers to translate those experiences into their daily walk is a sign of growth and recovery; being able to share with others these experiences is a major component of the peer's healing process.

Peers shall be provided supervisory oversight and guidance to address their reactions and comfort handling issues that may be presented while in the community. Peers shall participate in community service projects for Veterans and weekly education and information sessions. Crisis Center peers shall play a critical and emerging role in judicial matters affecting Veterans with open legal cases requiring specialized diversion services.

The Provider shall require all Veteran Peers to participate and successfully complete the Crisis Center of Veteran Affairs Peer Specialist Certification Training. Instruction for this training is currently provided by James A. Haley VA Hospital Mental Health and Behavioral Science Services and other VA Hospitals in the VISN 8 network. Certification is designed to provide classroom instruction and practical work experience to aspiring Peer Support Specialists with military specialty. Successful completion of the structured classroom training and the requisite hours of supervised practicum shall be conditions of employment. Adequate training time shall be afforded to Provider Personnel, volunteers and existing peer trainees to meet the expectation.

The Provider shall collaborate with VISN 8 to cross train existing Provider 2-1-1 Personnel and aspiring/existing certified Peer Support workers. The combination of both information/crisis intervention skills and the tenants of peer recovery shall produce a well-rounded and prepared Peer Specialist.

The Contractor, either through subcontracts or through direct service, shall provide a body of well-trained peers, each exposed to a set of training standards, to ensure uniformity in practice statewide. The Contractor shall ensure that statewide

2-1-1 counterparts in this project are accredited by AIRS, AAS and CONTACT USA for electronic communications such as text and chat service.

The FCB shall provide the standards for excellence in peer recovery, through a standardized certification process, for statewide certification.

To ensure service is relevant and speaks to the needs of communities, the Provider shall provide an Advisory Board to provide oversight, to inform and drive best practices. The Advisory Board shall provide the voice of persons served to the project and provide feedback to funders of current strengths, barriers and opportunities for change in service delivery. The Advisory Board shall be comprised of active and retired military personnel as well as non-military professionals that serve Veterans community wide. The board shall assess the viability of the services and influence the expansion of similar services statewide.

2. Care Coordination:

Care coordination shall be an extension of the crisis intervention process used for ongoing assessment of needs including safety and suicide risk, to create a plan for service that Veterans can support and to assist Veterans in attaining the goals in the established service plan through service linkage and assurance of service engagement. This shall be a short-term service, not exceeding 90 days in most cases, provided at a most critical time of crisis for Veterans. Care Coordination shall represent the pertinent link between the work done at the Crisis Center and the work being done in community VA hospitals, Veteran service centers, community homeless programs and substance abuse treatment centers; local Peer Support groups, mental health facilities and psychiatric centers.

The Provider shall maintain contact beyond initial contact and shall aspire to send a message of diligence to leave no Veteran behind. The Provider shall ensure that each individual in need receives a team of qualified service providers that include Veteran Peer Support specialists, Care Coordinators and community resource managers. Each specialty shall work collaboratively with community service providers to remove access barriers, educate veterans on services provided and provide information on how to navigate service long after Crisis Center services are complete.

Care Coordination shall include identifying unmet needs such as housing, financial assistance and substance abuse treatment, for Veterans struggling with current bouts of depression, isolation and thoughts of suicide. For Veterans who express concerns for their safety and wellbeing, Provider Personnel shall link Veterans to Care Coordination services. Care Coordination shall ensure linkage to longer-term treatment programs through the VA and/or community-based treatment facilities, and ensure regular contact, engagement and support during the process by making reassurance and follow up calls to clients.

The Provider shall establish and maintain continued collaborations with local service providers and private organizations such as the Crisis Center. Veterans shall receive the treatment they need thereby reducing costs to provide Veterans with high cost restrictive levels of care which have minimal impact on overall well-being. The Provider shall meet and exceed standards of performance through best practices and a qualified work force.

3. Care Coordinators:

Care coordinators shall ensure ongoing assessment of service needs and engage service providers serving veterans through resource coordination, management and referral. Provider shall ensure that a certification program is developed, or implemented (Technical Assistance provided by the Contractor) to ensure all Peer Specialists meet standards established by the FCB within 18 months of hire.

Provider shall coordinate memorandum of agreements, support from community Veteran Affairs Hospitals and neighboring

organizations serving veterans as a primary client or on a referral basis.

Provider shall develop and manage Veteran peers through ongoing coaching and supervision activities used to identify strengths, address performance issues and monitor recovery efforts in a predictable and supportive environment for the Veteran peer.

Provider shall select as Care Coordinator, military veterans with expressed lived experience with behavioral health systems, who are willing to work with veterans that have similar experiences. Experiences shall be specific to participation in a branch of the Armed Forces of the United States and the National Guard. The Provider must verify verification of the discharge status as reflected in the DD-214 document of the applicant.

Provider shall have evidence of a comprehensive training and development program that prepare selected employees for the role of Peer Specialist.

Services shall be based upon an evidence-based model that integrates information and referral with peer recovery supports per national and statewide best practices of the accrediting/certifying bodies of the AIRS, AAS and the FCB.

Care coordinators shall provide a consumer feedback tool to be utilized to solicit feedback from veterans and those concerned with their needs to guide services.

4. Crisis Line Staff:

Crisis line staff shall deliver services for prospective callers twenty-four hours per day, seven (7) days per week. Crisis line staff shall use of a comprehensive information and referral/crisis intervention system of record to document and monitor service delivery to veterans. The Provider shall have a recruitment, selection process, must assess capable personnel and volunteers to take telephonic, text and/or email correspondence from community based Veterans.

5. Resource Development and Management:

Resource development and management shall include a data management and quality assurance process that shall be utilized to demonstrate service impact, progress and attention to identified gaps or problems in service delivery. The Provider must identify veteran-specific services and other services available to meet the needs of veteran callers. Performance data shall be generated.

6. Advisory Board

An Advisory Board shall provide oversight, to inform and drive best practices. The Advisory Board shall provide the voice of persons served to the project and give feedback to funders of current strengths, barriers and opportunities for change in service delivery.

7. Training and Technical Assistance:

The Crisis Center will provide assistance with training and will provide technical assistance in securing the required training. Provider shall present a training plan for new hires and existing employees that educates and enhances the knowledge, skill and ability of Veteran peers.

Provider shall provide ongoing training efforts and refresher training built into the plan that is assessed annually for effectiveness. Provider shall track employee training up to and beyond the mandated 40 hours of training required annually. Training topics shall include, but are not limited to the following:

- HIPAA and Confidentiality
- Crisis Intervention
- Advocacy Core Training (Florida Council Against Sexual Violence)
- Psychological First Aid
- AIRS Information and Referral Training Manual
- Applied Suicide Intervention Skills Training (ASIST)
- Peer Support and Recovery (Florida Certification Board)
- Cultural Competence and Diversity
- Telling Your Story
- Trauma Informed Care

8. Data Collection Services:

Provider shall collect data on the Veteran population served by county for the month, the total amount of calls made to the agency, number of referrals made and the data system used to call/contact information. This information shall be submitted with the invoice on a monthly basis, by the 10th of every month.

E. Quality Management

1. Quality Improvement Meetings:

Provider Personnel shall participate in continuous quality improvement activities and meetings with committee participation as required by the Provider's establishment.

2. Staff Meetings:

Provider Personnel shall attend staff meetings as required by the Provider's establishment.

3. QA/QI documentation:

Provider Personnel shall complete the appropriate QA/QI documentation pertaining to care as needed.

4. Quality Management/Quality Assurance Surveillance:

Provider performance will be monitored by the Crisis Center using the standards as outlined in this PWS and methods of surveillance detailed in the QASP. Quality Management reports shall be submitted to the Project Administrator on a Quarterly basis. The Report will be submitted on the document entitled "QASP" in ATTACHMENT G.

5. Quality Standard Call Metrics:

The Veteran Crisis Line quality management process shall coordinate and integrate with quality improvement programs. This includes continuous assessment, evaluation and improvement of the quality, and appropriateness of telephonic care coordination practice. Current telephonic care coordination practice benchmarks apply to organizational goals and expectations. Performance indicators for telephone triage assist in evaluating the quality of services provided. Crisis Line staff shall receive regular feedback about monitoring, observations, and recommendations for program improvement. Performance improvement reporting shall be provided to VISN 8 Program level and at on- site staff meetings at least quarterly.

6. Contact Quality:

Provider shall monitor and record contact interactions with quality assurance specialists or supervisors rating the contact using an evaluation form that includes the following criteria:

- Use of appropriate greeting
- Courtesy and Professionalism
- Capturing key contact information
- Providing correct and relevant information
- Accuracy in data entry and call coding
- Grammar and spelling

7. Customer Satisfaction:

IVR based post-call surveys shall be randomly conducted monthly to ask a series of questions about the Veteran's interaction with the Provider's Personnel, their feelings about the organization, and their plans to continue utilizing the service. Contacts shall be asked to rate each question on a numeric scale one (1) to five (5) for customer satisfaction calculation. Surveys may also include open-ended questions for capturing subjective customer feedback. Supervisor review of professional practices shall be conducted on a monthly basis.

8. Response Time:

- 80% of calls shall be answered within ten (10) seconds
- 100% of calls shall be answered within 30 seconds
- 100% of contacts referral shall be dispositioned within 48 hours
- Abandoned Call rate shall be five (5) percent or less

9. Adherence to Schedule:

Provider personnel must adhere to 85% availability to handle contacts, or 51 minutes each hour. Adherence is comprised of time spent in interacting with contacts, as well as time spent in after-call work, making necessary outbound calls and waiting for calls to arrive. Time taken for lunch, breaks, training, etc., is not counted as time assigned to handle contacts, and not factored into adherence to schedule measurements.

10. Forecasting Accuracy:

This is forecasted contact load vs. actual contact load, reflecting the percentage of variance between the numbers of inbound contacts forecasted for a particular time period, and the number of these contacts that were actually received by the call center during that time.

11. Client Complaints:

Provider shall follow the First Call Resolution Concept. In escalated complaints, the Crisis Center will work with the Provider to resolve complaints concerning Provider relations with Veterans. In the event that Provider Personnel are involved and named in a validated Veteran complaint, the Crisis Center reserves the right to refuse acceptance of the services of such personnel. This does not preclude refusal in the event of incidents involving physical or verbal abuse.

The Crisis Center reserves the right to refuse acceptance of any Provider Personnel at any time after performance begins, if personal or professional conduct jeopardizes patient care or interferes with the regular and ordinary operation of the facility. Breaches of conduct include intoxication or debilitation resulting from drug use, theft, patient abuse, dereliction or negligence in performing directed tasks, or other conduct resulting in formal complaints by Veterans or other staff members to designated Government representatives. Standards for conduct shall mirror those prescribed by current federal personnel regulations.

F. Administrative

1. Facility Requirements:

The Provider's facility shall meet all federal, state and local fire and life safety codes and must be accessible and convenient for wheelchair employees and other handicapped or disabled Veterans.

2. Reports/Deliverables:

The Provider shall be responsible for complying with all reporting requirements established by the Contract. Provider shall be responsible for assuring the accuracy and completeness of all reports and other documents as well as the timely submission of each. Provider shall comply with contract requirements regarding the appropriate reporting formats, instructions, submission timetables, and technical assistance as required. ATTACHMENT H

3. Contract Personnel Changes:

Any proposed change in Personnel or the availability of a service shall be reported to the Crisis Center within 2 business days of notice regarding the change or within 24 hours if the change is unplanned.

4. Secure Fax:

Provider shall include the following on all facsimile, "This fax is intended only for the use of the person or office to which it is addressed and may contain information that is privileged, confidential, or protected by law. All others are hereby notified that the receipt of this fax does not waive any applicable privilege or exemption for disclosure and that any dissemination, distribution, or copying of this communication is prohibited. If you have received this fax in error, please notify this office immediately at the telephone number listed above."

5. Billing:

Invoice requirements and supporting documentation: Supporting documentation and invoice must be submitted no later than the 10th of the month. Subsequent changes or corrections shall be submitted by separate invoice. Information required for submission of a "proper" invoice must include:

- Name and Address of Provider

- Invoice Date and Invoice Number
- Month of Service
- Unit Price
- Total price
- Electronic funds transfer (EFT) banking information. Submitted only once at the signing of the contract. Changes must be submitted in writing in advance of submitting an invoice. **ATTACHMENT I**

6. Payment in Full

The Provider shall accept payment for services rendered under this contract as payment in full. MYFLVET beneficiaries shall not under any circumstances be charged, nor their insurance companies charged, for services rendered by the Contractor. This provision shall survive the termination or ending of the contract. The Provider shall not bill, charge, collect a deposit from, seek compensation, remuneration, or reimbursement from, or have any recourse against, any person or entity other than the Crisis Center for services provided pursuant to this contract. It shall be considered fraudulent for the Contractor to bill other third-party insurance sources (including Medicare) for services rendered to Veteran enrollees under this contract.

7. Financial Consequences

If the Provider fails to perform in accordance with this Contract or perform the minimum level of service required by this Contract, the Crisis Center may apply financial consequences as described in this section. The parties agree that the penalties provided for under this section constitute financial consequences under sections 287.058(1) (h) and 215.971(1) (c), F.S. The foregoing does not limit additional financial consequences, which may include but are not limited to refusing payment, withholding payments until deficiency is cured, tendering only partial payments, applying payment adjustments for additional financial consequences or for liquidated damages to the extent that this Contract so provides, or termination of this Contract per Section 6.2 and requisition of services from an alternate source. Any payment made in reliance on the Provider's evidence of performance, which evidence is subsequently determined to be erroneous, will be immediately due as an overpayment, to the extent of such error. Financial consequences directly related to the deliverables under this Contract are defined as:

a) If the Provider does not meet a performance measure in Exhibits B and C, the Crisis Center may reduce the payment due for that service period by 3% percent of the total invoice amount.

b) In the event of an invoice reduction, if the Provider subsequently achieves the measure during the same state fiscal year, the Provider may submit a supplemental invoice, demonstrating the measure has been attained and requesting payment of the reduced portion of the original invoice.

8. Overpayments and Offsets

The Provider shall return to the Crisis Center any overpayments due to unearned funds or funds disallowed that were disbursed to the Provider by the Crisis Center and any interest attributable to such funds. Should repayment not be made promptly upon discovery by the Provider or its auditor or upon written notice by the Crisis Center, the Provider will be charged interest at the lawful rate of interest on the outstanding balance until returned. Payments made for services subsequently determined by the Crisis Center to not be in full compliance with contract requirements shall be deemed overpayments. The Crisis Center shall have the right at any time to offset or deduct from any payment due under this or any

other contract or agreement any amount due to the Crisis Center from the Provider under this or any other contract or agreement. If this contract involves federal or state financial assistance, the following applies: The Grantee shall return to the Crisis Center any unused funds; any accrued interest earned; and any unmatched grant funds, as detailed in the Final Financial Report, no later than 60 days following the ending date of this Contract.

9. My Florida Market Place Transaction Fee.

This Contract is exempt from the My Florida Market Place transaction fee.

III. General Terms And Conditions Governing Performance

A. Compliance with Statutes, Rules and Regulations

In performing its obligations under this Contract, the Provider shall without exception be aware of and comply with all State and Federal laws, rules, Children and Families Operating Procedures (CFOPs), and regulations relating to its performance under this Contract as they may be enacted or amended from time-to-time, as well as any court or administrative order, judgment, settlement or compliance agreement involving the Crisis Center which by its nature affects the services provided under this Contract.

B. State Policies

The Provider shall comply with the polices set forth in the Department of Financial Services' Reference Guide for State Expenditures and active Comptroller/Chief Financial Officer Memoranda issued by the Division of Accounting and Auditing.

C. Contract Provisions

1. Independent Contractor

In performing its obligations under this Contract, the Provider shall at all times be acting in the capacity of an independent contractor and not as an officer, employee, or agent of the State of Florida, except where the Provider is a State agency. Neither the Provider nor any of its agents, employees or assignees shall represent to others that it is an agent of or has the authority to bind the Crisis Center by virtue of this Contract, unless specifically authorized in writing to do so. This Contract does not create any right in any individual to State retirement, leave benefits or any other benefits of State employees as a result of performing the duties or obligations of this Contract.

The Crisis Center will not furnish services of support (e.g., office space, office supplies, telephone service, secretarial or clerical support) to the Provider, or its or assignee, unless specifically agreed to by the Crisis Center in this Contract. All deductions for social security, withholding taxes, income taxes, contributions to unemployment compensation funds and all necessary insurance for the Provider, the Provider's officers, employees, agents, or assignees shall be the sole responsibility of the Provider. The parties agree that no joint employment is intended and that, regardless of any provision directing the manner of provision of services, the Provider alone shall be responsible for the supervision, control, hiring and firing, rates of pay and terms and conditions of employment of their own employees.

2. Subcontracting and Assignments

The Crisis Center may subcontract under this Contract

a) The Crisis Center shall not subcontract for any of the work contemplated under this Contract without prior written approval of the Department, which shall not be unreasonably withheld. The Crisis Center shall take such actions as may be necessary to ensure that it and each subcontractor will be deemed an independent contractor and will not be considered or permitted to be an officer, employee, or agent of the State of Florida.

b) The Crisis Center is responsible for all work performed and for all commodities produced pursuant to this Contract whether actually furnished by the Crisis Center or by its subcontractors. Any subcontracts shall be evidenced by a written document. The Crisis Center further agrees that the Department shall not be liable to the subcontractor in any way or for any reason relating to this Contract.

c) The Crisis Center shall include, in all subcontracts (at any tier) the substance of all clauses contained in this Contract that mention or describe subcontract compliance, as well as all clauses applicable to that portion of the Crisis Center's performance being performed by or through the subcontract.

D. Provider Indemnity

Section 19 of PUR 1000 Form shall apply per its terms, except that the phrase "arising from or relating to personal injury and damage to real or personal tangible property" in the first paragraph is replaced with "arising out of or by reason of the execution of this Contract or arising from or relating to any alleged act or omission by the Provider, its agents, employees, partners, in relation to this agreement," and the following additional terms will also apply:

1. Infringing Product

If the Provider removes an infringing product because it is not reasonably able to modify that product or secure the Crisis Center the right to continue to use that product, the Provider shall immediately replace that product with a non-infringing product that the Crisis Center determines to be of equal or better functionality or be liable for the Crisis Center's cost in so doing.

2. Trade Secrets

Further, the Provider shall indemnify the Crisis Center for all costs and attorneys' fees arising from or relating to Provider's claim that a record contains trade secret information that is exempt from disclosure; or arising from or relating to the scope of the Provider's redaction of the record, as provided for under Section 5.3, including litigation initiated by the Crisis Center.

3. Evaluation of Liability

The Provider's inability to evaluate liability or its evaluation of liability shall not excuse its duty to defend and indemnify after receipt of notice. Only an adjudication or judgment after the highest appeal is exhausted finding the Crisis Center negligent shall excuse the Provider of performance under this provision, in which case the Crisis Center shall have no obligation to reimburse the Provider for the cost of its defense. If the Provider is an agency or subdivision of the State, its obligation to indemnify, defend and hold harmless the Crisis Center shall be to the extent permitted by section 768.28, F.S. or other applicable law, and without waiving the limits of sovereign immunity.

E. Insurance

The Provider shall maintain continuous adequate liability insurance coverage during the existence of this Contract and any renewal(s) and extension(s) thereof. With the exception of a State agency or subdivision as defined by subsection 768.28(2), F.S., by execution of this Contract, the Provider accepts full responsibility for identifying and determining the type(s) and extent of liability insurance necessary to provide reasonable financial protections for the Provider and the clients to be served under this Contract. Upon the execution of this Contract, the Provider shall furnish the Crisis Center written

verification supporting both the determination and existence of such insurance coverage and shall furnish verification of renewal or replacement thereof prior to the expiration or cancellation. The Crisis Center reserves the right to require additional insurance as specified in this Contract.

F. Notice of Legal Actions

The Provider shall notify the Crisis Center of potential or actual legal actions taken against the Provider related to services provided through this Contract or that may affect the Provider's ability to deliver the contractual services, or that may adversely affect the Crisis Center. The Provider shall notify the Crisis Center's Contract Manager within ten (10) days of Provider becoming aware of such actions or potential actions or from the day of the legal filing, whichever comes first.

G. Intellectual Property

All intellectual property, inventions, written or electronically created materials, including manuals, presentations, films, or other copyrightable materials, arising in relation to Provider's performance under this Contract, and the performance of all of its officers, agents in relation to this Contract, are works for hire for the benefit of the Crisis Center, fully compensated for by the Contract amount. Neither the Provider nor any of its officers, agents may claim any interest in any intellectual property rights accruing under or in connection with the performance of this Contract. It is specifically agreed that the Crisis Center shall have exclusive rights to all data processing software falling within the terms of section 119.084, F.S., which arises or is developed in the course of or because of work or services performed under this Contract, or in any way connected herewith. Notwithstanding the foregoing provision, if the Provider is a university and a member of the State University System of Florida, then section 1004.23, F.S., shall apply.

1. Royalties

If the Provider uses or delivers to the Crisis Center for its use or the use of its employees, agents or contractors, any design, device, or materials covered by letters, patent, or copyright, it is mutually agreed and understood that, except as to those items specifically listed in Exhibit A as having specific limitations, the compensation paid pursuant to this Contract includes all royalties or costs arising from the use of such design, device, or materials in any way involved in the work contemplated by this Contract. For purposes of this provision, the term "use" shall include use by the Provider during the term of this Contract and use by the Crisis Center its employees, agents or contractors during the term of this Contract and perpetually thereafter.

2. Subcontracts

All applicable subcontracts shall include a provision that the Federal awarding agency reserves all patent rights with respect to any discovery or invention that arises or is developed in the course of or under the subcontract. Notwithstanding the foregoing provision, if the Crisis Center or one of its subcontractors is a university and a member of the State University System of Florida, then section 1004.23, F.S., shall apply, but the Crisis Center shall retain a perpetual, fully paid, nonexclusive license for its use and the use of its contractors of any resulting patented, copyrighted or trademarked work products.

H. Transition Activities

Continuity of service is critical when service under this Contract ends and service commences under a new contract. Accordingly, when service will continue through another provider upon the expiration or earlier termination of this Contract, the Provider shall, without additional compensation, complete all actions necessary to smoothly transition service to the new provider. This includes but is not limited to the transfer of relevant data and files, as well as property funded or provided pursuant to this Contract. The Provider shall be required to support an orderly transition to the next provider no later than

the expiration or earlier termination of this Contract and shall support the requirements for transition as specified in a Crisis Center-approved Transition Plan, which shall be developed jointly with the new provider in consultation with the Crisis Center.

I. Real Property

Any State funds provided for the purchase of or improvements to real property are contingent upon the Provider granting to the State a security interest in the property at least to the amount of the State funds provided for at least five (5) years from the date of purchase or the completion of the improvements or as further required by law. As a condition of receipt of State funding for this purpose, if the Provider disposes of the property before the Crisis Center's interest is vacated, the Provider will refund the proportionate share of the State's initial investment, as adjusted by depreciation.

J. Publicity

Without limitation, the Provider and its employees, agents, and representatives will not, without prior Crisis Center written consent in each instance, use in advertising, publicity or any other promotional endeavor any State mark, the name of the State's mark, the name of the State or any State agency or affiliate or any officer or employee of the State, or any State program or service, or represent, directly or indirectly, that any product or service provided by the Provider has been approved or endorsed by the State, or refer to the existence of this Contract in press releases, advertising or materials distributed to the Provider's prospective customers.

K. Sponsorship

As required by section 286.25, F.S., if the Provider is a non-governmental organization which sponsors a program financed wholly or in part by State funds, including any funds obtained through this Contract, it shall, in publicizing, advertising, or describing the sponsorship of the program state: "Sponsored by (Provider's name) and the State of Florida - the Department of Children and Families". If the sponsorship reference is in written material, the words "State of Florida, Department of Children and Families" shall appear in at least the same size letters or type as the name of the organization.

L. Employee Gifts

The Provider agrees that it will not offer to give or give any gift to any Department employee during the service performance period of this Contract and for a period of two years thereafter. In addition to any other remedies available to the Department, any violation of this provision will result in referral of the Provider's name and description of the violation of this term to the Department of Management Services for the potential inclusion of the Provider's name on the suspended vendors list for an appropriate period.

M. Mandatory Reporting Requirements

The Provider and must comply with and inform its employees of the following mandatory reporting requirements. Each employee of the Provider, providing services in connection with this Contract who has any knowledge of a reportable incident shall report such incident as follows:

- A reportable incident is defined in CFOP 180-4, which can be obtained from the Contract Manager.
- Reportable incidents that may involve an immediate or impending impact on the health or safety of a client shall be immediately reported to the ContractManager.
- Other reportable incidents shall be reported to the Department's Office of Inspector General through the Internet at http://www.dcf.state.fl.us/admin/ig/rptfraud1.shtml or by completing a Notification/Investigation Request (Form CF 1934) and emailing the request to the Office of Inspector General at IG.Complaints@myflfamilies.com. The Provider may also mail the completed form to the

Office of Inspector General, 1317 Winewood Boulevard, Building 5, 2nd Floor, and Tallahassee, Florida, 32399-0700; or via fax at (850) 488-1428.

N. Employment Screening

The Provider shall ensure that all staff utilized by the Provider (hereinafter, "Contracted Staff") that are required by Florida law and by CFOP 60-25, Chapter 2, which is hereby incorporated by reference to be screened in accordance with chapter 435, F.S., are of good moral character and meet the Level 2 Employment Screening standards specified by sections 435.04, 110.1127, and subsection 39.001(2), F.S., as a condition of initial and continued employment that shall include but not be limited to:

- Employment history checks;
- Fingerprinting for all criminal recordchecks;
- Statewide criminal and juvenile delinquency records checks through the Florida Department of Law Enforcement (FDLE);
- Federal criminal records checks from the Federal Bureau of Investigation via the Florida Department of Law Enforcement; and
- Security background investigation, which may include local criminal record checks through local law enforcement agencies.
- Attestation by each employee, subject to penalty of perjury, to meeting the requirements for qualifying for employment pursuant to chapter 435 and agreeing to inform the employer immediately if arrested for any of the disqualifying offenses while employed by the employer.
- The Provider shall sign the Florida Department of Children and Families Employment Screening Affidavit each State fiscal year (no two such affidavits shall be signed more than 13 months apart) for the term of the Contract stating that all required staff have been screened or the Provider is awaiting the results of screening.

The Department requires, as applicable, the use of the Officer of Inspector General's Request for Reference Check form (CF 774), which states: "As part of the screening of an applicant being considered for appointment to a career service, selected exempt service, senior management, or OPS position with the Department of Children and Families or a Contract or sub-contract provider, a check with the Office of Inspector General (IG) is required to determine if the individual is or has been a subject of an investigation with the IG's Office. The request will only be made on the individual that is being recommended to be hired for the position if that individual has previously worked for the Contract or sub-contract provider, or if that individual is being promoted, transferred or demoted within the Contract or sub-contract provider."

O. Human Subject Research

The Provider shall comply with the requirements of CFOP 215-8 for any activity under this Contract involving human subject research within the scope of 45 Code of Federal Regulations (CFR), Part 46, and 42 United States Code (U.S.C.) §§ 289, et seq., and may not commence such activity until review and approval by the Department's Human Protections Review Committee and a duly constituted Institutional Review Board.

P. Coordination of Contracted Services

Section 287.0575, F.S., mandates various duties and responsibilities for certain State agencies and their contracted service providers, and requires the following Florida health and human services agencies to coordinate their monitoring of contracted services: Department of Children and Families, Agency for Persons with Disabilities, Department of Health, Department of Elderly Affairs, and Department of Veterans Affairs, where applicable.

In accordance with section 287.0575(2), F.S., each contract service provider that has more than one contract with one or more of the five Florida health and human services agencies must provide a comprehensive list of their health and human services contracts to their respective Contract Manager(s). The list must include the following information:

- Name of each contracting State agency and the applicable office or program issuing the contract.
- Identifying name and number of the contract.
- Starting and ending date of each contract.
- Amount of each contract.
- A brief description of the purpose of the contract and the types of services provided under each contract.
- Name and contact information of each Contract Manager.

IV. RECORDS, AUDITS AND DATA SECURITY

A. Records, Retention, Audits, Inspections and Investigations

The Provider shall establish and maintain books, records and documents (including electronic storage media) sufficient to reflect all income and expenditures of funds provided by the Crisis Center under this Contract. Upon demand, at no additional cost to the Crisis Center, the Provider will facilitate the duplication and transfer of any records or documents during the term of this Contract and the required retention period in Section 5.1.2. These records shall be made available at all reasonable times for inspection, review, copying, or audit by Federal, State, or other personnel duly authorized by the Crisis Center.

1. Retention of Records

Retention of all client records, financial records, supporting documents, statistical records, and any other documents (including electronic storage media) pertinent to this Contract shall be maintained by the Provider during the term of this Contract and retained for a period of six (6) years after completion of the Contract or longer when required by law. In the event an audit is required under this Contract, records shall be retained for a minimum period of six (6) years after the audit report is issued or until resolution of any audit findings or litigation based on the terms of this Contract, at no additional cost to the Crisis Center.

2. Access to Records

At all reasonable times for as long as records are maintained, persons duly authorized by the Department, the Crisis Center and Federal auditors, pursuant to 2 CFR § 200.336, shall be allowed full access to and the right to examine any of the Provider's contracts and related records and documents, regardless of the form in which kept.

3. Financial Compliance

A financial and compliance audit shall be provided to the Crisis Center as specified in this Contract and in Attachment 1.

- The Provider shall comply and cooperate immediately with any inspections, reviews, investigations, or audits deemed necessary by The Office of the Inspector General (section 20.055, F.S.).

- No record may be withheld nor may the Provider attempt to limit the scope of any of the foregoing inspections, reviews, copying, transfers or audits based on any claim that any record is exempt from public inspection or is confidential, proprietary or trade secret in nature; provided, however, that this provision does not limit any exemption to public inspection or copying to any such record.

B. Inspections and Corrective Action

The Provider shall permit all persons who are duly authorized by the Crisis Center to inspect and copy any records, papers,

documents, facilities, goods and services of the Provider which are relevant to this Contract, and to interview any clients, employees of the Provider to assure the Crisis Center of the satisfactory performance of the terms and conditions of this Contract. Following such review, the Crisis Center may direct the development, by the Provider, of a corrective action plan where appropriate. The Provider hereby agrees to timely correct all deficiencies identified in the Crisis Center's direction. This provision will not limit the Crisis Center's choice of remedies under law, rule, or this contract.

C. Provider's Confidential and Exempt Information

By executing this Contract, the Provider acknowledges that, having been provided an opportunity to review all provisions hereof, all provisions of this Contract not specifically identified in writing by the Provider prior to execution hereof as "confidential" or "exempt" will be posted by the Department on the public website maintained by the Department of Financial Services pursuant to section 215.985, F.S. The Provider, upon written request of the Department, shall promptly provide a written statement of the basis for the exemption applicable to each provision identified by the Provider as "confidential" or "exempt", including the statutory citation to an exemption created or afforded by statute, and state with particularity the reasons for the conclusion that the provision is exempt or confidential.

Any claim by Provider of trade secret (proprietary) confidentiality for any information contained in Provider's documents (reports, deliverables or work papers, etc., in paper or electronic form) submitted to the Crisis Center in connection with this Contract will be waived, unless the claimed confidential information is submitted in accordance with the following standards:

The Provider must clearly label any portion of the documents, data, or records submitted that it considers exempt from public inspection or disclosure pursuant to Florida's Public Records Law as trade secret. The labeling will include a justification citing specific statutes and facts that authorize exemption of the information from public disclosure. If different exemptions are claimed to be applicable to different portions of the protected information, the Provider shall include information correlating the nature of the claims to the particular protected information.

The Department and/or the Crisis Center, when required to comply with a public records request including documents submitted by the Provider, may require the Provider to expeditiously submit redacted copies of documents marked as trade secret in accordance with Section 5.3.2.1. Accompanying the submission shall be an updated version of the justification under Section 5.3.2.1, correlated specifically to redacted information, either confirming that the statutory and factual basis originally asserted remain unchanged or indicating any changes affecting the basis for the asserted exemption from public inspection or disclosure. The redacted copy must exclude or obliterate only those exact portions that are claimed to be trade secret. If the Provider fails to promptly submit a redacted copy, the Department and/or the Crisis Center is authorized to produce the records sought without any redaction of proprietary or trade secret information.

The Provider shall be responsible for defending its claim that each and every portion of the redactions of trade secret information are exempt from inspection and copying under Florida's Public Records Law.

D. Health Insurance Portability and Accountability Act

In compliance with 45 CFR § 164.504(e), the Provider shall comply with the provisions of this Contract, governing the safeguarding, use and disclosure of Protected Health Information created, received, maintained, or transmitted by the Provider incidental to the Provider's performance of this Contract.

E. Data Security

The Provider shall comply with the following data security requirements whenever the Provider have access to Crisis Center data systems or maintain any client or other confidential information in electronic form:

1. Data Security Officer

An appropriately skilled individual shall be identified by the Provider to function as its Data Security Officer. The Data Security Officer shall act as the liaison to the Crisis Center's security staff and will maintain an appropriate level of data security for the information the Provider is collecting or using in the performance of this Contract.

2. Encryption

The Provider shall make every effort to protect and avoid unauthorized release of any personal or confidential information by ensuring both data and mobile storage devices are encrypted as prescribed in CFOP 50-2. If encryption of these devices is not possible, then the Provider shall assure that unencrypted personal and confidential data will not be stored on unencrypted storage devices.

3. Breach

The Provider agrees to notify the Contract Manager as soon as possible, but no later than five (5) business days following the determination of any breach or potential breach of personal and confidential data.

The Provider shall, at its own cost, provide notice to affected parties no later than thirty (30) days following the determination of any potential breach of personal or confidential data as provided in section 501.171, F.S. The Provider shall also at its own cost implement measures deemed appropriate by the Crisis Center to avoid or mitigate potential injury to any person due to a breach or potential breach of personal and confidential data.

F. Public Records

The Provider shall allow public access to all documents, papers, letters, or other public records as defined in subsection 119.011(12), F.S. as prescribed by subsection 119.07(1) F.S., made or received by the Provider in conjunction with this Contract except that public records which are made confidential by law must be protected from disclosure. As required by section 287.058(1) (c), F.S., it is expressly understood that the Provider's failure to comply with this provision shall constitute an immediate breach of contract for which the Crisis Center may unilaterally terminate this Contract.

As required by section 119.0701, F.S., to the extent that the Provider is acting on behalf of the Department and the Crisis Center within the meaning of section 119.011(2), F.S., the Provider shall:

- Keep and maintain public records that ordinarily and necessarily would be required by the Crisis Center in order to perform the service.
- Upon request from the Crisis Center's custodian of public records, provide to the Crisis Center a copy of 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, F.S., or as otherwise provided by law.
- Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the Provider does not transfer the records to the Crisis Center.
- Upon completion of the contract, transfer, at no cost, to the Crisis Center all public records in possession of the Provider or keep and maintain public records required by the Crisis Center to perform the service. If the Provider transfers all public records to the Crisis Center upon completion of the contract, the Provider shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Provider keeps and maintains public records upon completion of the contract, the Provider shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the Crisis Center, upon request from the Crisis Center's custodian of public records, in a format that is compatible with the information technology systems of the Crisis Center.

V. PENALTIES, TERMINATION AND DISPUTE RESOLUTION

A. Financial Penalties for Failure to Take Corrective Action

In accordance with the provisions of section 402.73(1), F.S., and Rule 65-29.001, F.A.C., should the Crisis Center require a corrective action to address noncompliance under this Contract, incremental penalties listed in this section shall be imposed for Provider failure to achieve the corrective action. These penalties are cumulative and may be assessed upon each separate failure to comply with instructions from the Crisis Center to complete corrective action, but shall not exceed ten (10%) of the total contract payments during the period in which the corrective action plan has not been implemented or in which acceptable progress toward implementation has not been made. These penalties do not limit or restrict the Crisis Center's application of any other remedy available to it under law or this Contract.

The increments of penalty imposition that shall apply, unless the Crisis Center determines that extenuating circumstances exist, shall be based upon the severity of the noncompliance, nonperformance, or unacceptable performance that generated the need for corrective action plan, in accordance with the following standards.
Penalties

Noncompliance that is determined by the Crisis Center to have a direct effect on client health and safety shall result in the imposition of a ten percent (10%) penalty of the total contract payments during the period in which the corrective action plan has not been implemented or in which acceptable progress toward implementation has not been made.

Noncompliance involving the provision of service not having a direct effect on client health and safety shall result in the imposition of a five percent (5%) penalty.

Noncompliance as a result of unacceptable performance of administrative tasks shall result in the imposition of a two percent (2%) penalty.

The Crisis Center shall approve monthly payments following receipt of an invoice and documentation of compliance with the Performance Measures for Acceptance of Deliverables

If the Provider does not meet a performance measure as stated in this agreement, the Crisis Center can reduce the payment due for that service period by 3% percent of the total invoice amount.

In the event of an invoice reduction, if the Provider subsequently achieves the measure during the same state fiscal year, the Provider may submit a supplemental invoice, demonstrating the measure has been attained and requesting payment of the reduced portion of the original invoice. The deadline for payment shall be as stated in the Order imposing the financial penalties. In the event of nonpayment, the Crisis Center may deduct the amount of the penalty from invoices submitted by the Provider.

B. Termination

In accordance with Section 22 of PUR 1000 Form, this Contract may be terminated by the Crisis Center without cause upon no less than thirty (30) calendar days' notice in writing to the Provider unless a sooner time is mutually agreed upon in writing.

This Contract may be terminated by the Provider upon no less than one-hundred and twenty (120) calendar days' notice in writing to the Crisis Center unless another notice period is mutually agreed upon in writing.

In the event funds for payment pursuant to this Contract become unavailable, the Crisis Center may terminate this Contract upon no less than twenty-four (24) hours' notice in writing to the Provider. The Crisis Center shall be the final authority as to the availability and adequacy of funds.

In the event the Provider fails to fully comply with the terms and conditions of this Contract, the Crisis Center may terminate the Contract upon no less than twenty-four (24) hours' notice in writing to the Provider, excluding Saturday, Sunday, and Holidays. Such notice may be issued without providing an opportunity for cure if it specifies the nature of the noncompliance and states that provision for cure would adversely affect the interests of the State or is not permitted by law or regulation. Otherwise, notice of termination will be issued after the Provider's failure to fully cure such noncompliance within the time specified in a written notice of noncompliance issued by the Crisis Center specifying the nature of the noncompliance and the actions required to cure such noncompliance. In addition, the Crisis Center may employ the default provisions in Rule 60A-1.006(3), F.A.C., but is not required to do so in order to terminate the Contract.

The Crisis Center's failure to demand performance of any provision of this Contract shall not be deemed a waiver of such performance. The Crisis Center's waiver of any one breach of any provision of this Contract shall not be deemed a waiver of any other breach and neither event shall be construed to be a modification of the terms and conditions of this Contract. The provisions herein do not limit the Crisis Center's right to remedies at law or in equity.

C. Dispute Resolution

Any dispute concerning performance of this Contract or payment hereunder shall be decided by the Crisis Center, which shall be reduced to writing and a copy of the decision shall be provided to the Provider by the Contract Manager. The decision shall be final and conclusive unless within twenty-one (21) calendar days from the date of receipt of the Crisis Center's decision, the Provider delivers to the Contract Manager a petition for alternative dispute resolution.

After receipt of a petition for alternative dispute resolution, the Crisis Center and the Provider shall attempt to amicably resolve the dispute through negotiations. Timely delivery of a petition for alternative dispute resolution and completion of the negotiation process shall be a condition precedent to any legal action by the Provider concerning this Contract.

After timely delivery of a petition for alternative dispute resolution, the parties may employ any dispute resolution procedures described in the exhibits or other attachments, or mutually agree to an alternative binding or nonbinding dispute resolution process, the terms of which shall be reduced to writing and executed by both parties.

Completion of such agreed process shall be deemed to satisfy the requirement for completion of the negotiation process.

All notices provided by the Crisis Center under Section V shall be in writing on paper, physically sent to the person identified on Page 2 of this document via the U.S. Postal Service or any other delivery service that provides verification of delivery, or via hand delivery. All notices provide by the Provider under Section V shall be in writing on paper, physically sent to the person identified in via U.S. Postal Service or any other delivery service that provides verification of delivery, or via hand delivery.

VI. OTHER TERMS

A. Governing Law and Venue

This Contract is executed and entered into in the State of Florida, and shall be construed, performed and enforced in all respects in accordance with Florida law, without regard to Florida provisions for conflict of laws. State Courts of competent jurisdiction in Florida shall have exclusive jurisdiction in any action regarding this Contract and venue shall be in Leon County, Florida. Unless otherwise provided in any other provision or amendment hereof, any amendment, extension or renewal (when authorized) may be executed in counterparts as provided in Section 46 of the PUR 1000 Form.

B. No Other Terms

There are no provisions, terms, conditions, or obligations other than those contained herein, and this Contract shall supersede all previous communications, representations, or agreements, either verbal or written between the parties.

C. Severability of Terms

If any term or provision of this Contract is legally determined unlawful or unenforceable, the remainder of the Contract shall remain in full force and effect and such term or provision shall be stricken.

D. Survival of Terms

Unless a provision hereof expressly states otherwise, all provisions hereof concerning obligations of the Provider and remedies available to the Crisis Center survive the ending date or an earlier termination of this Contract. The Provider's performance pursuant to such surviving provisions shall be without further payment.

E. Modifications

Modifications of provisions of this Contract shall be valid only when they have been reduced to writing and duly signed by both parties. The rate of payment and the total dollar amount may be adjusted retroactively to reflect price level increases and changes in the rate of payment when these have been established through the appropriations process and subsequently identified in the Department's operating budget.

F. Communications

Except where otherwise provided in this Contract, communications between the parties regarding this Contract may be by any commercially reasonable means. Where this Contract calls for communication in writing, such communication includes email, and attachments thereto are deemed received when the email is received.

G. Unauthorized Aliens

Unauthorized aliens shall not be employed. Employment of unauthorized aliens shall be cause for unilateral cancellation of this Contract by the Crisis Center for violation of section 274A of the Immigration and Nationality Act (eight U.S.C. § 1324a) and section 101 of the Immigration Reform and Control Act of 1986. The Provider will enroll in and use the E-verify system established by the U.S. Department of Homeland Security to verify the employment eligibility of its employees performing under this Contract. Employees assigned to the contract means all persons employed or assigned by the Provider during the contract term to perform work pursuant to this contract within the United States and its territories.

H. Civil Rights Requirements

These requirements shall apply to the Provider and all contractors, subcontractors, sub grantees or others with whom it arranges to provide services or benefits to clients or employees in connection with its programs and activities.

The Provider shall comply with the provisions In accordance with Title VII of the Civil Rights Act of 1964, the Americans with Disabilities Act of 1990, or the Florida Civil Rights Act of 1992, as applicable the Provider shall not discriminate against any employee (or applicant for employment) in the performance of this Contract because of race, color, religion, sex, national origin, disability, age, or marital status. Further, the Provider shall comply with the provisions of Policy of the Crisis Center and shall not discriminate because of sexual orientation or gender identity.

The Provider shall not discriminate against any applicant, client, or employee in service delivery or benefits in connection with any of its programs and activities in accordance with 45 CFR, Parts 80, 83, 84, 90, and 91, Title VI of the Civil Rights Act of 1964, or the Florida Civil Rights Act of 1992, as applicable and CFOP 60-16.

If employing fifteen or more employees, the Provider shall complete the Civil Rights Compliance Checklist, CF Form 946 within thirty (30) days of execution of this Contract and annually thereafter in accordance with CFOP 60-16 and 45 CFR, Part 80.

I. Use of Funds for Lobbying Prohibited

The Provider shall comply with the provisions of sections 11.062 and 216.347, F.S., which prohibit the expenditure of contract funds for the purpose of lobbying the Legislature, judicial branch, or a State agency.

J. Public Entity Crime and Discriminatory Contractors

Pursuant to sections 287.133 and 287.134, F.S., the following restrictions are placed on the ability of persons placed on the convicted vendor list or the discriminatory vendor list. When a person or affiliate has been placed on the convicted vendor list following a conviction for a public entity crime, or an entity or affiliate has been placed on the discriminatory vendor list, such person, entity or affiliate may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or the repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity; provided, however, that the prohibition on persons or affiliates placed on the convicted vendor shall be limited to business in excess of the threshold amount provided in section 287.017, F.S., for CATEGORY TWO for a period of thirty-six (36) months from the date of being placed on the convicted vendor list.

K. Whistleblower's Act Requirements

In accordance with subsection 112.3187, F.S., the Provider shall not retaliate against an employee for reporting violations of law, rule, or regulation that creates substantial and specific danger to the public's health, safety, or welfare to an appropriate agency. Furthermore, agencies shall not retaliate against any person who discloses information to an appropriate agency alleging improper use of governmental office, gross waste of funds, or any other abuse or gross neglect of duty on the part of an agency, public officer, or employee. The Provider shall inform its employees that they and other persons may file a complaint with the Office of Chief Inspector General, Agency Inspector General, the Florida Commission on Human Relations or the Whistle-blower's Hotline number at 1-800-543-5353.

L. Recycled Products

The Provider shall procure any recycled products or materials, which are the subject of or are required to carry out this Contract, in accordance with the provisions of sections 403.7065, F.S.

M. FEDERAL FUNDS APPLICABILITY

The terms in this section apply if Federal Funds are used to fund this Contract.

N. Federal Law

The Provider shall comply with the provisions of Federal law and regulations including, but not limited to, 2 CFR, Part 200,

and other applicable regulations.

If this Contract contains $10,000 or more of Federal Funds, the Provider shall comply with Executive Order 11246, Equal Employment Opportunity, as amended by Executive Order 11375 and others, and as supplemented in Department of Labor regulation 41 CFR, Part 60 if applicable.
If this Contract contains over $150,000 of Federal Funds, the Provider shall comply with all applicable standards, orders, or regulations issued under section 306 of the Clean Air Act, as amended (42 U.S.C. § 7401 et seq.), section 508 of the Federal Water Pollution Control Act, as amended (33 U.S.C. § 1251 et seq.), Executive Order 11738, as amended and where applicable, and Environmental Protection Agency regulations (2 CFR, Part 1500). The Provider shall report any violations of the above to the Crisis Center.

No Federal Funds received in connection with this Contract may be used by the Provider to influence legislation or appropriations pending before the Congress or any State legislature. If this Contract contains Federal funding in excess of $100,000, the Provider must, prior to contract execution, complete the Certification Regarding Lobbying form, Attachment 3. All disclosure forms as required by the Certification Regarding Lobbying form must be completed and returned to the Contract Manager, prior to payment under this Contract.

If this Contract provides services to children up to age 18, the Provider shall comply with the Pro-Children Act of 1994 (20 U.S.C. § 6081). Failure to comply with the provisions of the law may result in the imposition of a civil monetary penalty of up to $1,000 for each violation or the imposition of an administrative compliance order on the responsible entity, or both.

If the Provider is a federal subrecipient or pass-through entity, then the Provider is subject to the following: A contract award (see 2 CFR § 180.220) must not be made to parties listed on the government-wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines in 2 CFR, Part 180 that implement Executive Orders 12549 and 12689, "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.

O. Federal Funding Accountability and Transparency Act (FFATA)

The FFATA Act of 2006 is an act of Congress that requires the full disclosure to the public of all entities or organizations receiving federal funds. The Provider will complete and sign the FFATA Certification of Executive Compensation Reporting Requirements form (CF 1111 or successor) if this Contract includes $30,000 or more in Federal Funds (as determined over its entire term). The Provider shall also report the total compensation of its five most highly paid executives if it also receives in excess of 80% of its annual gross revenues from Federal Funds and receives more than $25 million in total federal funding.

The Digital Accountability and Transparency Act (DATA) 2014 is an expansion of the FFATA Act of 2006, the purpose is for further transparency by establishing government-wide data identifiers and standardized reporting formats to recipient and sub- recipients.

P. Federal Whistleblower Requirements

Pursuant to Section 11(c) of the OSH Act of 1970 and the subsequent federal laws expanding the act, the Provider is prohibited from discriminating against employees for exercising their rights under the OSH Act. Details of the OSH Act can be found at this website: http://www.whistleblowers.gov.

Q. CLIENT SERVICES APPLICABILITY

The terms in this section apply if the box for Client Services is checked at the beginning of this Contract.

1. Client Risk Prevention

If services to clients are to be provided under this Contract, the Provider shall, in accordance with the client risk prevention system, report those reportable situations listed in CFOP 215-6 in the manner prescribed in CFOP 215-6. The Provider shall immediately report any knowledge or reasonable suspicion of abuse, neglect, or exploitation of a child, aged person, or disabled adult to the Florida Abuse Hotline on the statewide toll-free telephone number (1-800-96ABUSE). As required by Chapters 39 and 415, F.S., this provision is binding upon both the Provider and its employees.

R. Support to the Deaf or Hard-of-Hearing

The Provider shall comply with Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794, as implemented by 45 CFR Part 84 (hereinafter referred to as Section 504), the Americans with Disabilities Act of 1990, 42 U.S.C. § 12131, as implemented by 28 CFR Part 35 (hereinafter referred to as ADA), and CFOP 60-10, Chapter 4, entitled Auxiliary Aids and Services for the Deaf or Hard-of-Hearing.

If the Provider employs 15 or more employees, such Provider shall each designate a Single-Point-of-Contact to ensure effective communication with deaf or hard-of-hearing customers or companions in accordance with Section 504 of the ADA, and CFOP 60-10, Chapter 4. The Provider's Single-Point-of-Contact will process the compliance data into the Department's HHS Compliance reporting Database by the 5th business day of the month, covering the previous month's reporting, and forward confirmation of submission to the Contract Manager of the Crisis Center.

The name and contact information for the Provider's Single-Point-of-Contact shall be furnished to the Crisis Center's Contract Manager within fourteen (14) calendar days of the effective date of this requirement.

The Single-Point-of-Contact shall ensure that employees are aware of the requirements, roles and responsibilities, and contact points associated with compliance with Section 504, the ADA, and CFOP 60-10, Chapter 4. Further, employees of providers with fifteen (15) or more employees shall attest in writing that they are familiar with the requirements of Section 504, the ADA, and CFOP 60-10, Chapter 4. This attestation shall be maintained in the employee's personnel file.

The Provider's Single-Point-of-Contact will ensure that conspicuous Notices which provide information about the availability of appropriate auxiliary aids and services at no cost to the deaf or hard-of-hearing customers or companions are posted near where people enter or are admitted within the agent locations. Such Notices must be posted immediately by The Provider and its subcontractors. The approved Notice is available at: http://www.myflfamilies.com/about-us/services-deaf-and-hard-hearing/dcf- posters.

The Provider shall document the customer's or companion's preferred method of communication and any requested auxiliary aids/services provided in the customer's record. Documentation, with supporting justification, must also be made if any request was not honored. The Provider shall distribute Customer Feedback forms to customers or companions, and provide assistance in completing the forms as requested by the customer or companion.

If customers or companions are referred to other agencies, the Provider must ensure that the receiving agency is notified of the customer's or companion's preferred method of communication and any auxiliary aids/service needs.

Pursuant to Department requirements, the Crisis Center requires provider agency's direct service employees to complete training on serving our Customers who are Deaf or Hard-of-Hearing and sign the Attestation of Understanding. Direct service employees performing under this Contract will also print their certificate of completion, attach it to their Attestation of Understanding, and maintain them in their personnel file.

S. Confidential Client and Other Information

Except as provided in this Contract, the Provider shall not use or disclose but shall protect and maintain the confidentiality of any client information and any other information made confidential by Florida law or Federal laws or regulations that is obtained or accessed by the Provider incidental to performance under this Contract.

- State laws providing for the confidentiality of client and other information include but are not limited to sections 39.0132, 39.00145, 39.202, 39.809, 39.908, 63.162,. 63.165, 383.412, 394.4615, 397.501, 409.821, 409.175, 410.037, 410.605, 414.295, 415.107, 741.3165 and 916.107, F.S.

- Federal laws and regulations to the same effect include section 471(a)(8) of the Social Security Act, section 106(b)(2)(A)(viii) of the Child Abuse Prevention and Treatment Act, 7 U.S.C. § 2020(e)(8), 42 U.S.C. § 602 and 2 CFR § 200.303 and 2 CFR § 200.337, 7 CFR § 272.1(c), 42 CFR §§ 2.1-2.3, 42 CFR §§ 431.300-306, 45 CFR § 205.

- A summary of Florida Statutes providing for confidentiality of this and other information are found in Part II of the Attorney General's Government in the Sunshine Manual, as revised from time-to-time.

T. Major Disasters and Emergencies

The Stafford Act allows federal assistance for major disasters and emergencies upon a declaration by the President. Upon the declaration, the Crisis Center is authorized to apply for federal reimbursement from the Federal Emergency Management Agency (FEMA) to aid in response and recovery from a major disaster. The Provider shall request reimbursement for eligible expenses through the Crisis Center and payment will be issued upon FEMA approval and reimbursement.

U. Business Associate

1. Definitions

a) Catch-all definitions:

The following terms used in this Attachment shall have the same meaning as those terms in the HIPAA Rules: Breach, Data Aggregation, Designated Record Set, Disclosure, Health Care Operations, Individual, Minimum Necessary, Notice of Privacy Practices, Protected Health Information, Required by Law, Security Incident, Subcontractor, Unsecured Protected Health Information, and Use.

b) Specific definitions:

- "Business Associate" shall generally have the same meaning as the term "business associate" at 45 CFR § 160.103, and for purposes of this Attachment shall specifically refer to the Provider.
- "Covered Entity" shall generally have the same meaning as the term "covered entity" at 45 CFR § 160.103, and for purposes of this Attachment shall refer to the Department.
- "HIPAA Rules" shall mean the Privacy, Security, Breach Notification, and Enforcement Rules at 45 CFR Part 160 and Part 164.
- "Subcontractor" shall generally have the same meaning as the term "subcontractor" at 45 CFR §160.103 and is defined as an individual to whom a business associate delegates a function , activity, service , other than in the capacity of a member of the workforce of such business associate.

2. Obligations and Activities of Business Associate

a) Business Associate agrees to:

- Not use or disclose protected health information other than as permitted or required by this Attachment or as required by law;
- Use appropriate administrative safeguards as set forth at 45 CFR § 164.308, physical safeguards as set forth at 45 CFR § 164.310, and technical safeguards as set forth at 45 CFR § 164.312; including, policies and procedures regarding the protection of PHI and/or ePHI set forth at 45 CFR§ 164.316 and the provisions of training on such policies and procedures to applicable employees, independent contractors, and volunteers, that reasonably and appropriately protect the confidentiality, integrity, and availability of the PHI and/or ePHI that the Provider creates, receives, maintains or transmits on behalf of the Department;
- Acknowledge that (a) the foregoing safeguards, policies and procedures requirements shall apply to the Business Associate in the same manner that such requirements apply to the Department, and (b) the Business Associate's and their Subcontractors are directly liable under the civil and criminal enforcement provisions set forth at Section 13404 of the HITECH Act and section 45 CFR§§ 164.500 and 164.502(E) of the Privacy Rule (42 U.S.C. 1320d-5 and 1320d-6), as amended, for failure to comply with the safeguards, policies and procedures requirements and any guidance issued by the Secretary of Health and Human Services with respect to such requirements;
- Report to covered entity any use or disclosure of protected health information not provided for by this Attachment of which it becomes aware, including breaches of unsecured protected health information as required at 45 CFR § 164.410, and any security incident of which it becomes aware;
- Notify the Department's Security Officer, Privacy Officer and the Contract Manager as soon as possible, but no later than five (5) business days following the determination of any breach or potential breach of personal and confidential departmental data;
- Notify the Privacy Officer and Contract Manager within (24) hours of notification by the US Department of Health and Human Services of any investigations, compliance reviews or inquiries by the US Department of Health and Human Services concerning violations of HIPAA (Privacy, Security Breach).
- Provide any additional information requested by the Department for purposes of investigating and responding to a breach;
- Provide at Business Associate's own cost notice to affected parties no later than 45 days following the determination of any potential breach of personal or confidential departmental data as provided in section 501.171, F.S.;
- Implement at Business Associate's own cost measures deemed appropriate by the Department to avoid or mitigate potential injury to any person due to a breach or potential breach of personal and confidential departmental data;
- Take immediate steps to limit or avoid the recurrence of any security breach and take any other action pertaining to such unauthorized access or disclosure required by applicable federal and state laws and regulations regardless of any actions taken by the Department ;
- In accordance with 45 CFR §§ 164.502(e)(1)(ii) and 164.308(b)(2), if applicable, ensure that any subcontractors that create, receive, maintain, or transmit protected health information on behalf of the business associate agree to the same restrictions, conditions, and requirements that apply to the business associate with respect to such information. Business Associate's must attain satisfactory assurance in the form of a written contract or other written agreement with their business associate's or subcontractor's that meets the applicable requirements of 164.504(e)(2) that the Business Associate or Subcontractor will appropriately safeguard the information. For prior contracts or other arrangements, the provider shall provide written certification that its implementation complies with the terms of 45 CFR § 164.532(d);
- Make available protected health information in a designated record set to covered entity as necessary to satisfy covered entity's obligations under 45 CFR § 164.524;
- Make any amendment(s) to protected health information in a designated record set as directed or agreed to by the covered entity pursuant to 45 CFR § 164.526, or take other measures as necessary to satisfy covered entity's obligations under 45 CFR § 164.526;
- Maintain and make available the information required to provide an accounting of disclosures to the covered entity as necessary to satisfy covered entity's obligations under 45 CFR § 164.528;
- To the extent the business associate is to carry out one or more of covered entity's obligation(s) under Subpart E of 45 CFR Part 164, comply with the requirements of Subpart E that apply to the covered entity in the performance of such obligation(s);

and

- Make its internal practices, books, and records available to the Secretary of the U.S. Department of Health and Human Services for purposes of determining compliance with the HIPAA Rules.

3. Permitted Uses and Disclosures by Business Associate

a) The Business associate may only use or disclose protected health information covered under this Attachment as listed below:

- The Business Associate may use and disclose the Department's PHI and/or ePHI received or created by Business Associate (or its agents and subcontractors) in performing its obligations pursuant to this Attachment.
- The Business Associate may use the Department's PHI and/or ePHI received or created by Business Associate (or its agents and subcontractors) for archival purposes.
- The Business Associate may use PHI and/or ePHI created or received in its capacity as a Business Associate of the Department for the proper management and administration of the Business Associate, if such use is necessary (a) for the proper management and administration of Business Associate or (b) to carry out the legal responsibilities of Business Associate.
- The Business Associate may disclose PHI and/or ePHI created or received in its capacity as a Business Associate of the Department for the proper management and administration of the Business Associate if (a) the disclosure is required by law or (b) the Business Associate (1) obtains reasonable assurances from the person to whom the PHI and/or ePHI is disclosed that it will be held confidentially and used or further disclosed only as required by law or for the purpose for which it was disclosed to the person and (2) the person agrees to notify the Business Associate of any instances of which it becomes aware in which the confidentiality and security of the PHI and/or ePHI has been breached.
- The Business Associate may aggregate the PHI and/or ePHI created or received pursuant this Attachment with the PHI and/or ePHI of other covered entities that Business Associate has in its possession through its capacity as a Business Associate of such covered entities for the purpose of providing the Department with data analyses relating to the health care operations of the Department (as defined in 45 C.F.R. § 164.501).
- The Business Associate may de-identify any and all PHI and/or ePHI received or created pursuant to this Attachment, provided that the de-identification process conforms to the requirements of 45 CFR § 164.514(b).
- Follow guidance in the HIPAA Rule regarding marketing, fundraising and research located at Sections 45 CFR § 164.501, 45 CFR § 164.508 and 45 CFR § 164.514.

4. Provisions for Covered Entity to Inform Business Associate of Privacy Practices and Restrictions

a) Covered entity shall notify business associate of any limitation(s) in the notice of privacy practices of covered entity under 45 CFR § 164.520, to the extent that such limitation may affect business associate's use or disclosure of protected health information.

b) Covered entity shall notify business associate of any changes in, or revocation of, the permission by an individual to use or disclose his or her protected health information, to the extent that such changes may affect business associate's use or disclosure of protected health information.

c) Covered entity shall notify business associate of any restriction on the use or disclosure of protected health information that covered entity has agreed to or is required to abide by under 45 CFR § 164.522, to the extent that such restriction may affect business associate's use or disclosure of protected health information.

5. Termination

a) Termination for Cause: Upon the Department's knowledge of a material breach by the Business Associate, the Department shall either:

- Provide an opportunity for the Business Associate to cure the breach or end the violation and terminate the Agreement or discontinue access to PHI if the Business Associate does not cure the breach or end the violation within the time specified by the Department;
- Immediately terminate this Agreement or discontinue access to PHI if the Business Associate has breached a material term of this Attachment and does not end the violation; or
- If neither termination nor cure is feasible, the Department shall report the violation to the Secretary of the Department of Health and Human Services.

b) Obligations of Business Associate Upon Termination: Upon termination of this Attachment for any reason, business associate, with respect to protected health information received from covered entity, or created, maintained, or received by business associate on behalf of covered entity, shall:

- Retain only that protected health information which is necessary for Business Associate to continue its proper management and administration or to carry out its legal responsibilities;
- Return to covered entity, or other entity as specified by the Department or, if permission is granted by the Department, destroy the remaining protected health information that the Business Associate still maintains in any form;
- Continue to use appropriate safeguards and comply with Subpart C of 45 CFR Part 164 with respect to electronic protected health information to prevent use or disclosure of the protected health information, other than as provided for in this Section, for as long as Business Associate retains the protected health information;
- Not use or disclose the protected health information retained by Business Associate other than for the purposes for which such protected health information was retained and subject to the same conditions set out at paragraphs 3.1.3 and 3.1.4 above under "Permitted Uses and Disclosures By Business Associate" which applied prior to termination; and
- Return to covered entity, or other entity as specified by the Department or, if permission is granted by the Department, destroy the protected health information retained by business associate when it is no longer needed by business associate for its proper management and administration or to carry out its legal responsibilities.
- The obligations of business associate under this Section shall survive the termination of this Attachment.

6. Miscellaneous

a) A regulatory reference in this Attachment to a section in the HIPAA Rules means the section as in effect or as amended.

b) The Parties agree to take such action as is necessary to amend this Attachment from time to time as is necessary for compliance with the requirements of the HIPAA Rules and any other applicable law.

c) Any ambiguity in this Attachment shall be interpreted to permit compliance with the HIPAA Rules.

VII. Attachments and Attestations

The following are brief descriptions of required documents that must be submitted by the Provider: upon award; weekly; monthly; quarterly'; annually, etc. identified throughout the PWS and is provided here as a guide for Provider convenience. **If an item is within the PWS and not listed here, the Provider remains responsible for the delivery of the item.**

What	Submit as noted	Submit To
Standard Personnel Testing/Infection Control **(Attachment A)**	Upon signing of the contract	Crisis Center Project Administrator
852.209-70 Organizational Conflicts of Interest Certification **(Attachment B)**	Upon signing of the contract	Crisis Center Project Administrator
Contractor Certification: Immigration and Nationality Act of 1952, As Amended **(Attachment C)**	Upon signing of the contract	Crisis Center Project Administrator
Certification that staff list have been compared to OIG list (**Attachment D)**	Upon signing of the contract	Crisis Center Project Administrator
Proof of Indemnification and Medical Liability Insurance **(Attachment E)**	Upon signing of the contract and option year renewals	Crisis Center Project Administrator
Contingency plan **(Attachment F)**	Upon signing of the contract	Crisis Center Project Administrator
Quality Control Plan: Description and reporting reflecting the contractor's plan for meeting of contract requirements and performance standards **(Attachment G)**	Upon signing of the contract	Crisis Center Project Administrator
Certification Regarding Lobbying **(Attachment H)**	Upon signing of the contract	Crisis Center Project Administrator
Copies of all Peer Certifications to include primary source verification of all peer staff.	Within 18 months of employment as attested to upon the signing of the contract	Crisis Center Project Administrator

1. **ATTACHMENTS**
    a) **ATTESTATION OF INFECTION CONTROL**
    b) **CONFLICT OF INTEREST STATEMENT**
    c) **ATTESTATION OF "E-VERIFY" POLICY**
    d) **OIG STATEMENT**
    e) **ATTESTATION OF PROTECTED PERSONNEL**
    f) **SAMPLE CONTINGENCY PLAN**
    g) **QUALITY ASSURANCE SURVEILLANCE PLAN (QASP)**
    h) **CERTIFICATION REGARDING LOBBYING**
    i) **MONTHLY REPORT**
    j) **EFT AUTHORIZATION FORM**

VIII. All Terms and Conditions Included

This subcontract and its attachments as referenced - a), b), c), d), e), f), g), h), i) - contain all the terms and conditions agreed upon by the parties. There are no provisions, terms, conditions, or obligations other than those contained herein, and this subcontract shall supersede all previous communications, representations, or agreements, either verbal or written between the parties. If any term or provision of the subcontract is found to be illegal or unenforceable, the remainder of the subcontract shall remain in full force and effect and such term or provision shall be stricken.

IX. Signatures and Acknowledgment

I have read the above subcontract and understand each section and paragraph.

IN WITNESS THEREOF, the parties hereto have caused this 24-page subcontract to be executed by their undersigned officials as duly authorized.

Subcontractor/Provider Agency Name: Charlotte County Board of County Commissioners/ 2-1-1 Charlotte

Raymond Sandrock, County Manager	
Authorized Name and Title - Printed	**Authorized Name and Title - Printed** **Crisis Center of Tampa Bay**
Signature of Authorized Name and Title	**Signature of Authorized Name and Title** **Crisis Center of Tampa Bay**
February 25, 2019	
Date	**Date**

ATTEST:
Roger D. Eaton, Clerk of Circuit Court and Ex-Officio Clerk to the Board of County Commissioners
By: _____
Deputy Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

_____
County Attorney

Exhibit A – SAMH Programmatic State and Federal Laws, Rules, and Regulations

The provider shall comply with all applicable state and federal laws, rules and regulations, as amended from time to time, that affect the subject areas of the contract. Authorities include but are not limited to the following:

1. **A1-1 Federal Authority**

a) A1-1.1 Block Grants Regarding Mental Health and Substance Abuse
- A1-1.1.1 Block Grants for Community Mental Health Services
  42 U.S.C. ss. 300x, et seq.
- A1-1.1.2 Block Grants for Prevention and Treatment of Substance Abuse
  42 U.S.C. ss. 300x-21 et seq.
  45 C.F.R. Part 96, Subpart L

b) A1-1.2 Department of Health and Human Services, General Administration, Block Grants
45 C.F.R. Part. 96

c) A1-1.3 Charitable Choice Regulations Applicable to Substance Abuse Block Grant and PATH Grant

42 C.F.R. Part 54

d) A1-1.4 Confidentiality Of Substance Use Disorder Patient Records

42 C.F.R. Part 2

e) A1-1.5 Security and Privacy

45 C.F.R. Part 164

f) A1-1.6 Supplemental Security Income for the Aged, Blind and Disabled

20 C.F.R. Part 416

g) A1-1.7 Temporary Assistance to Needy Families (TANF)

42 U.S.C. ss. 601 - 619

45 C.F.R., Part 260

h) A1-1.8 Projects for Assistance in Transition from Homelessness (PATH)

42 U.S.C. ss. 290cc-21 – 290cc-35

i) A1-1.9 Equal Opportunity for Individuals with Disabilities (Americans with Disabilities Act of 1990)

42 U.S.C. ss. 12101 - 12213

j) A1-1.10 Prevention of Trafficking (Trafficking Victims Protection Act of 2000)

22 U.S.C. s. 7104

2 C.F.R. Part 175

2. **A-2 Florida Statutes**

a) A1-2.1 Child Welfare and Community Based Care
Ch. 39, F.S. Proceedings Relating to Children
Ch. 402, F.S. Health and Human Services: Miscellaneous Provisions

b) A1-2.2 Substance Abuse and Mental Health Services
Ch. 381, F.S. Public Health: General Provisions
Ch. 386, F.S. Particular Conditions Affecting Public Health Ch. 394, F.S. Mental Health
Ch. 395, F.S. Hospital Licensing and Regulation
Ch. 397, F.S. Substance Abuse Services
Ch. 400, F.S. Nursing Home and Related Health Care Facilities Ch. 414, F.S. Family Self-Sufficiency
Ch. 458, F.S. Medical Practice
Ch. 464, F.S. Nursing
Ch. 465, F.S. Pharmacy
Ch. 490, F.S. Psychological Services
Ch. 491, F.S. Clinical, Counseling, and Psychotherapy Services
Ch. 499, F.S. Florida Drug and Cosmetic Act
Ch. 553, F.S. Building Construction Standards
Ch. 893, F.S. Drug Abuse Prevention and Control
S.409.906(8), F.S. Optional Medicaid Services – Community Mental Health Services

c) A1-2.3 Developmental Disabilities
Ch. 393, F.S. Developmental Disabilities

d) A1-2.4 Adult Protective Services
Ch. 415, F.S. Adult Protective Services

e) A1-2.5 Forensics
Ch. 916, F.S. Mentally and Intellectually Disabled Defendants
Ch. 985, F.S. Juvenile Justice; Interstate Compact on Juveniles
S. 985.19, F.S. Incompetency in Juvenile Delinquency Cases
S. 985.24, F.S. Use of detention; prohibitions

3. **A1-2.6 State Administrative Procedures and Services**

Ch. 119, F.S. Public Records
Ch. 120, F.S. Administrative Procedures Act
Ch. 287, F.S. Procurement of Personal Property and Services
Ch. 435, F.S. Employment Screening
Ch. 815, F.S. Computer-Related Crimes
Ch. 817, F.S. Fraudulent Practices
S. 112.061, F.S. Per diem and travel expenses of public officers, employees, and authorized persons
S. 112.3185, F.S. Additional standards for state agency employees
S. 215.422, F.S. Payments, warrants, and invoices; processing time limits; dispute resolution; agency or judicial branch compliance

S. 216.181(16)(b) Advanced funds for program startup or contracted services

4. **A1-3 Florida Administrative Code**

a) A1-3.1 Child Welfare and Community Based Care
Ch.65C-13, F.A.C. Foster Care Licensing
Ch.65C-14, F.A.C. Child-Caring Agency Licensing
Ch. 65C-15, F.A.C. Child-Placing Agencies

b) A1-3.2 Substance Abuse and Mental Health Services
Ch.65D-30, F.A.C. Substance Abuse Services Office
Ch.65E-4, F.A.C. Community Mental Health Regulation
Ch.65E-5, F.A.C. Mental Health Act Regulation
Ch.65E-10, F.A.C. Psychotic and Emotionally Disturbed Children - Purchase of Residential Services Rules
Ch.65E-11, F.A.C. Behavioral Health Services
Ch.65E-12, F.A.C. Public Mental Health Crisis Stabilization Units and Short Term Residential Treatment Programs
Ch.65E-14, F.A.C. Community Substance Abuse and Mental Health Services - Financial Rules
Ch.65E-20, F.A.C. Forensic Client Services Act Regulation
Ch.65E-26, F.A.C. Substance Abuse and Mental Health Priority Populations and Services

c) A1-3.3 Financial Penalties
Ch.65-29, F.A.C. Penalties on Service Providers

5. **A1-4 MISCELLANEOUS**

a) A1-4.1 Department of Children and Families Operating Procedures
CFOP 155-10 / 175-40 Services for Children with Mental Health and Any Co-Occurring Substance Abuse or Developmental Disability Treatment Needs in Out- of-Home Care Placements
CFOP155-11 Title XXI Behavioral Health Network
CFOP155-47 Processing Referrals from the Department Of Corrections
CFOP215-6 Incident Reporting and Analysis System (IRAS)

b) A1-4.2 Standards applicable to Cost Principles, Audits, Financial Assistance and Administrative Requirements
S.215.97, F.S. Florida Single Audit Act
S.215.971, F.S. Agreements funded with federal or state assistance
Comptroller's Memorandum No. 03 (1999-2000)
Florida Single Audit Act Implementation
CFO's Memorandum No. 03 (2014 - 2015)
Compliance Requirements for Agreements
2 C.F.R., Part 200 Office of Management and Budget Guidance - Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, available at https://federalregister.gov/a/2013-30465
2 C.F.R., Part 300 Department of Health and Human Services - Office of Management and Budget Guidance – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Adoption of 2 C.F.R. Part 200
45 C.F.R., Part 75 Uniform Administration Requirements, Cost Principles, and Audit

Requirements for HHS Awards

c) A1-4.3 Data Collection and Reporting Requirements

S. 394.74(3)(e).	Data Submission
S. 394.9082	Behavioral health managing entities
S. 394.77, F.S.	Uniform management information, accounting, and reporting systems for providers
S. 397.321(3)(c)	Data collection and dissemination system
DCF PAM 155-2	Mental Health and Substance Abuse Measurement and Data

EXHIBIT B - SCOPE OF WORK

1. **SCOPE OF SERVICE**

Crisis Center of Tampa Bay will expand its existing veterans' information and referral service, known as the MYFLVET Helpline, to include Peer-to-Peer Care Coordination services to veterans and their families across the state.

a) The Provider shall deliver Care Coordination, Information and Referral services, and Resource Development and Management supports as follows:

b) Care Coordination Specialists shall assist veterans, who agree to ongoing support, with complex needs. Care Coordination Specialists shall deliver individualized short-term services including safety assessments, substance use screening, suicide prevention or intervention services and resource linkages to community providers as needed for up to 90 days.

c) Resource Development and Management Specialists shall identify veteran specific services and resources to address the needs of veterans in their communities, ensuring resource information is viable, current and accessible to 2-1-1 agency Crisis Intervention Counselors and Care Coordinators.

2. **STAFFING**

The Provider shall maintain staffing in accordance with the staffing detailed in the approved line item budget submitted to the Crisis Center which is hereby incorporated by reference.

3. **PROFESSIONAL QUALIFICATIONS**

a) The Provider is responsible for determining staffing qualifications for each position in its approved line item budget.

b) The Provider shall ensure that all staff qualifications comply with applicable statutes, rules, licensing standards, and the Provider's qualifications.

4. **REPORTS, RECORDS AND DOCUMENTATION**

a) After each month, the Provider shall collect and document MYFLVET services provided by submitting a report detailing:

- Total number of contacts from veterans or their family members, subtotaled by county;
- Total number of referrals made, subtotaled by county;
- Total number of active cases enrolled in care coordination, subtotaled by county;
- Total number of care coordination cases with documented linkages to services, subtotaled by county;
- Number of cases with suicide lethality subtotaled by county
- A list of new and updated veteran specific resources added to the 2-1-1 database.

5. **MAJOR CONTRACT GOALS**

Services provided under this contract include Information and Referral services, Crisis Intervention services, and Peer-to-Peer Care Coordination services to connect Florida Veterans to behavioral health services. In addition, services under this contract include the maintenance of a database of veteran specific resources.

6. **ADDITIONAL REPORTING REQUIREMENTS**

a) The Provider shall provide additional reports pertaining to the services and activities rendered should the Department determine additional reports to be necessary.

b) In the event the Provider requires additional time to complete reports, the Provider shall request an extension in advance of any anticipated delay.

c) Requests for extensions may be granted at the sole discretion of the Crisis Center

d) Unless otherwise specified, the Provider shall submit all correspondence, reports, records and documentation to the Crisis Center electronically.

7. **SERVICE AREA, LOCATIONS, AND TIMES**

Services shall be available from the Provider twenty-four (24) hours per day, seven (7) days per week, including weekends and federal holidays. Provider shall provide coverage for all required shifts, including nights, weekends and holidays. This applies only to answering calls per the normal operations of the agency. Care Coordination and Resource Management shall be provided in the context of a forty-hour work week with flexibility to meet the needs of the veteran population.

8. **CLIENTS TO BE SERVED**

Clients to be served are Veterans and their family members as defined in Section A-1.b.

9. **CLIENT ELIGIBILITY DETERMINATION**

The Provider shall be responsible for determining client eligibility for services administered under this Contract. The Provider may delegate client eligibility determinations to its subcontracted Peer-to-Peer Care Coordination providers.

10. **EQUIPMENT**

The Provider shall be responsible for all equipment necessary to deliver services under this contract

11. **CONTRACT LIMITS**

The Provider shall perform only those tasks identified in this contract.

EXHIBIT C – DELIVERABLES (Monthly Activity Report)

DELIVERABLES										
	CALLS			CARE COORDINATION			RESOURCES MANAGEMENT			
COUNTIES SERVED	TOTAL Number of Calls from veterans and/or family members to the Veterans Support Line & 2-1-1	Number of Callers to the Veterans Support Line & 2-1-1 who received at least one referral	TOTAL Number of Referrals provided to veterans and/or family members calling the Veterans Support Line & 2-1-1	Number of Veterans linked to Care Coordination for active cases	Number of Care Coordination cases with documented linkages (referrals)	Number of Care Coordination cases with suicide lethality	TOTAL Number of Veteran-specific resources listed in 2-1-1 database	Number of Veteran-specific resources ADDED in 2-1-1 database	Number of Veteran-specific resources UPDATED in 2-1-1 database	Number of Veteran-specific resources DELETED in 2-1-1 database
County										
County										
County										
TOTAL	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

Charlotte County
Grant Administrative Approval

Department Making Request: Human Services	**Grant Coordinator Assigned:** Colleen K. Turner **Fiscal Contact Assigned:** Jerry Livingston

Requested Action:
Approval for Human Services to enter into a sub-contract with Tampa Crisis Center who received a grant from DCF/VA to make the MyFLVet Peer Recovery initiative a statewide partnership with local 2-1-1 programs. Our sub-contract would fall under DCF.

Is this item budgeted? ☐ Yes ☒ No

Budget Action:
Budget amendment will be submitted to the BCC once the award is received. Funding will be budgeted in the Special Grants Funding. There is no required match as the grant is 100% funded.

Financial Impact Summary Statement:
Sub-contract amount is $16,177.34 and funding will come from the Tampa Crisis Center.

Background: (Why is the Action Necessary, and What Action will be accomplished)
Tampa Crisis Center (2-1-1) provides a Veteran Peer Recovery program. A grant from VA/DCF to make the program statewide has resulted in a solicitation from Tampa Crisis Center for Charlotte 2-1-1 to hire a full-time temporary Intake Coordinator to meet the information/referral needs of Veterans and to develop and manage Community Point (resource database) to include all services for Veterans and those that benefit Veterans. This temporary position is project-based and time-limited. Possibility for continued funding July 1, 2019 - June 30, 2020 for a permanent Intake Coordinator and addition of a Care Coordinator to provide intensive case management to Veterans in crisis.

Grant Checklist Attached?	**Risk Assessment Attached?**	**Delegation Resolution Attached?**
☒ Yes ☐ No	☒ Yes ☐ No	☐ Yes ☒ No

Signatures:

County Administrator _____ Date: _____

Department Director	Fiscal Services	County Attorney	Grant Compliance
CB			
Date: 2/27/19	Date:	Date:	Date:

Charlotte County Grant Checklist

Department: Human Services

Staff Completing Form: Colleen K. Turner

Grant Program Name: MyFloridaVet Peer Recovery

Instructions:

- **Departments to attach to Agenda Item when applying or accepting a grant.**
- **Fill out one form for each grant.**
- **Contact a Fiscal Services Grant Representative with any questions.**

1. **How much funding will the Department/County receive from the grant?**

   $16,177.34

2. **Is there a County match required? If yes, identify type and source.**

   No.

3. **How many years have we been receiving this grant?**

   0 - New grant for Human Services

4. **What will the grant be used for?**

   1 FTE temporary Intake Coordinator to provide information and referral services to Veterans in crisis (via 2-1-1) and to develop and maintain the Community Point resource database to include all Veteran services in Charlotte County and non-Veteran specific services that benefit Veterans.

5. **Is it for additional or new services/equipment/facilities?**

   There are currently 5 full time permanent Intake Coordinators providing information and referral services to the community. This sub-contract fully funds one temporary Intake Coordinator to specifically serve Veteran callers and to manage the project of updating and maintaining the newly purchased Community Point. Needed equipment also funded.

6. **Does it pay for something that the County already does?**

   It pays for a dedicated Intake Coordinator for Veteran services and a resource database manager.

7. **Does it pay for any positions? If yes, what happens to the position(s) if the grant goes away?**

   Yes. 100% of 1FTE Intake Coordinator through June 30. Resource database development is short-term and should be complete by June 30. If the sub-contract is not renewed in July 2019, the remaining 5 full time permanent Intake Coordinators will resume meeting the information and referral needs of Veterans and database management.

8. **Is the County obligated to pay for anything after the grant goes away?**

   No

Charlotte County
Grant Pre-Application Risk Assessment Form

Application Deadline to Agency: March 1, 2019	Date: February 26, 2019
Contact for Application: Colleen K. Turner	Department: Human Services
Title: Senior Manager	Phone Number: 941.833.6502

List staff that will be assigned to work with grant if awarded:

Grant Coordinator: Colleen K. Turner	Fiscal Contact: Jerry Livingston
Title: Senior Manager	Title: Senior Financial Analyst
Department: Human Services	Department: Fiscal

Funding and Programmatic Analysis:

Grant Program Name:	MyFloridaVet Peer Recovery Initiative		
General Purpose of Grant:	Provide information and referral services to Veterans in crisis and build the resource database (Community Point) to include all services for Veterans and those from which they would benefit.		
Awarding Agency: Tampa Crisis Center/DCF		Federal pass-through? ☐Yes ☒ No If YES, identify federal source:	
Amount of grant funding: $16,177.34		Multi-year: Year 1	Year 2 Year 3
Proposed award period of performance (m/d/yy):	FROM 03/01/2019	THROUGH 06/30/2019	
Special Requirements or Conditions: (i.e. legal requirements, prohibitions, etc.) Sub-contract is being solicited for four months to complete the project based resource database development and offer information/referral services to Veterans in crisis who call 2-1-1. Strong possibility of a 3-year sub-contract to continue the Intake Coordinator position and add a Care Coordinator to provide intensive case management to Veterans			
Where will funds be budgeted? ☐Capital ☒Operating			
Cost share/match requirements? ☐Yes ☒ No		If yes, amount or percentage:	
Identify type and source(s) of cost share/match (i.e. cash, in-kind, donation, other) Type and Source(s):			

Reporting Frequency	Programmatic: Monthly	Financial: Monthly
Estimated staff time required for application and during grant period: List job title(s) and quantity	Programmatic: Senior Manager 2% Intake Coordinator 100% Intake Supervisor 5%	Financial: Senior Financial Analyst 2%

Has the County received this grant before? ☐ Yes ☒ No	If yes, number of years: n/a
If yes, list any changes in reporting or program requirements: n/a	
Will this grant project be part of an existing or new Capital Improvement Project? ☐Yes ☒ No If yes, CIP Project Name:	

Charlotte County
Grant Pre-Application Risk Assessment Form

Describe any program income considerations: none
Does application involve purchasing land, facilities, or equipment individually valued over $5,000? ☐ Yes ☒No List:
List any future costs related to grant project including maintenance, on-going contractual costs, replacement costs, or any other operating costs. n/a Estimated annual recurring costs: n/a
Does grant fund any staff positions? ☒Yes ☐No If yes, list position(s) and quantity: Intake Coordinator 100% of 1FTE

Are administrative fees allowed? ☒Yes ☐ No If yes, maximum allowed: $3,805.67
Are indirect costs allowed? ☐ Yes ☒No If yes, County has elected to use the de minimis indirect cost rate of 10% for federal grant awards. List any restrictions:
Amount of administrative fees or indirect costs included in this grant proposal:

Does application involve County being a pass-through entity to a subrecipient(s)? ☐ Yes ☒ No
Describe staff knowledge (or planned training) on programmatic requirements, and any applicable subrecipient monitoring for the grant: Senior Manager has 20+ years of Human Services supervision/administration including 1 year supervising Intake Coordinators in Charlotte County. Hired staff will be provided training and technical assistance from CCHS supervisor/manager, Tampa Crisis Center staff, community organizations, etc.
Does grant project require partner agency participation (MOU)? ☐ Yes ☒No
Describe how the grant aligns with the strategic priorities of the County: This goal supports the BOCC strategic priortity to provide exceptional Public Service. Expanding departmental capacity to offer improved access to resource information and enhanced services to Veterans improves our overall capacity to improve the quality of life of those seeking health and human services.
Describe how the grant aligns with the Department's mission and goals: Human Services' mission is to connect people with resources. A core service of Neighborhood Services is to promote the self-sufficiency and resiliency of those we serve. Providing assistance to individuals in crisis through information and referral services accomplishes this, as does making the most comprehensive and up-to-date resource information readily available to the community at large.
Document the need for this project/service. Is there possible duplicative services are already in the community? Charlotte 2-1-1 provides information and referral services to the community at large, without regard to the caller's Veteran status. This project provides for a person to broaden the scope of the existing resource database used by 2-1-1 to be inclusive of all available services to Veterans and those that benefit them as well as to focus on the development of Community Point to make that database outward-facing and searchable by the community. It also provides a Veteran with lived experience to meet the information/referral needs of Veterans in crisis to enhance peer recovery.
Describe the sustainability/program continuation after grant period ends: These funds provide for a temporary, short-term, project-based Intake Coordinator. There is a strong possibility of continued funding for a permanent Intake Coordinator and the addition of a Care Coordinator (3-year contract) to

provide the full scope of Peer Recovery services to Veterans in crisis. If continued funding is not awarded, or the grant period ends, Community Point will have been developed and maintenance will fall to the remaining permanent Intake Coordinators, as will meeting the call needs of Veterans as was the case prior to the sub-contract.

Signatures for Review:

Department Director	Fiscal Services	Grant Compliance
Date: 2/27/19	Date:	Date:

Charlotte County Board Of County Commissioners
Agenda Item Summary

Item Number: M - 1.

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1 DEPARTMENT MAKING REQUEST

Public Safety

2 MEETING DATE

3/26/2019

3 REQUESTED MOTION/ACTION

Approve lease amendment between Charlotte County and SBA Communications to install new P-25 antenna system.

4 AGENDA

Consent

5 IS THIS ITEM BUDGETED (IF APPLICABLE) - True

Budget Action
No action needed. Budgeted in CIP project "Digital Radio System" as part of the FY19 budget process. Funding is supplied from the 2014 Sales Tax Extension.

Financial Impact Summary Statement
Funding is supplied from the 2014 Sales Tax Extension.

Detailed Analysis Attached - False

Budget Officer-

6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)

Amendment required by SBA Communications for equipment modifications on their tower.
Installation of P-25 equipment on the tower.

ATTACHMENTS:

File Name	Description	Upload Date	Type
Amendment_to_Standard_Ground_Lease_Agr.pdf	Amendment to Standard Ground Lease Agreement	3/5/2019	Agreement
c221403_Digital_Radio_System.pdf	CIP Digital Radio System	3/1/2019	Backup Material

Prepared by: Bianca Fraker
After recording return to: Rita Drinkwater
SBA Network Services, LLC
8051 Congress Avenue
Boca Raton, FL 33487-1307
Phone: 1-800-487-7483 Ext. 7872

Property Parcel ID: 412108101001

AMENDMENT TO STANDARD GROUND LEASE AGREEMENT

THIS AMENDMENT TO STANDARD GROUND LEASE AGREEMENT (this "Amendment") is made as of the _____ day of _____ 2019, by and between **BOARD OF COUNTY COMMISSIONERS OF CHARLOTTE COUNTY FLORIDA,** having an address at 18500 Murdock Circle, Port Charlotte, FL 33948 ("Owner") and **SBA TOWERS IX, LLC**, a Delaware limited liability company ("Tenant") with an address at 8051 Congress Avenue, Boca Raton, Florida 33487-1307.

WHEREAS, Owner and Sunshine Towers, Inc., a Florida corporation entered into that certain Standard Ground Lease Agreement, dated April 12, 2005, and evidenced by that certain Memorandum of Ground Lease recorded April 6, 2006, as Instrument Number 1535794, in Book 2941, Pages 1041-1043 (collectively, the "Agreement"), as ultimately assigned to Tenant, successor in interest, as evidenced by that certain Assignment and Assumption of Ground Lease recorded June 3, 2016, as Instrument Number 2442006, in Book 4088, Page 2070, both recorded with the County Clerk, Charlotte County, Florida, for Tenant's use of a portion of the real property (the "Leased Premises"), located at 12820 Gulfstream Blvd., City of Port Charlotte, State of Florida (the "Site"), as more particularly described in the Exhibit A attached hereto; and

WHEREAS, Owner and Tenant desire and intend to amend and supplement the Agreement as provided herein.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto covenant, agree and bind themselves to the following modifications to the Agreement:

1. Owner's Tower Attachments and Equipment, as defined in Paragraph 4 of the Agreement are hereby amended in accordance with Item 3 below.

2. Notices. of the Agreement is hereby amended to reflect Tenant's current notice address as follows:

Site Name: Rotonda East, FL
Site ID: FL18068-A

SBA Towers IX, LLC
8051 Congress Avenue
Boca Raton, FL 33487-1307
Attn: Site Administration
Re: FL18068-A / Rotonda East, FL

3. Exhibit B – Landlord's Tower Attachments and Equipment attached to the Agreement is hereby deleted in its entirety and replaced with the revised Exhibit B - Owner's Equipment, attached hereto and made a part of the Agreement.

4. This Amendment will be governed by and construed and enforced in accordance with the laws of the State in which the Leased Premises are located without regard to principles of conflicts of law.

5. This Amendment may be executed in counterparts, each of which shall be deemed an original document, but all of which will constitute a single document. This document shall not be binding on or constitute evidence of a contract between the parties hereto until such time as a counterpart of this document has been executed by each party and a copy thereof delivered to each other party of this Amendment.

6. Except as specifically set forth in this Amendment, the Agreement is otherwise unmodified and remains in full force and effect, and is hereby ratified and reaffirmed. In the event of any inconsistencies between the Agreement and this Amendment, the terms of this Amendment shall take precedence.

7. Capitalized terms not defined in this Amendment will have the meaning ascribed to such terms in the Agreement.

8. This Amendment shall be effective as of the date last executed below.

[Remainder of Page Intentionally Left Blank]

IN WITNESS WHEREOF, the parties have executed this Amendment as of the day and year first above written.

WITNESSES:

_____

Print Name: _____

_____

Print Name: _____

OWNER:
BOARD OF COUNTY COMMISSIONERS OF CHARLOTTE COUNTY FLORIDA

By: _____

Print Name: Kenneth W. Doherty

Title: Chair

Date: _____

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

Janette S. Knowlton

County Attorney

LR19-0201 MWM

STATE OF _____}
} .ss:
COUNTY OF _____}

I HEREBY CERTIFY that on this day, before me, an officer duly authorized in the State aforesaid and in the County aforesaid, to take acknowledgments, personally appeared **KENNETH W. DOHERTY** as Chair of **BOARD OF COUNTY COMMISSIONERS OF CHARLOTTE COUNTY FLORIDA**, on behalf of the County.

WITNESS my hand and official seal in the County and State last aforesaid the _____ day of _____, 2019.

Sign Name: _____

Print Name: _____
Notary Public

My Commission expires on:

_____

Attest:
Roger D. Eaton, Clerk of the Circuit Court and Ex-officio Clerk of the Board of County Commissioners

By: _____ **Deputy Clerk**

Site Name: Rotonda East, FL
Site ID: FL18068-A

SBA

WITNESSES:

Print Name: Bianca Fraker

Print Name: Andrea Reid-Gentles

TENANT:
SBA TOWERS IX, LLC
a Delaware limited liability company

By: Alyssa Houlihan
Title: Vice President, Site Leasing

Date: 3/11/19

STATE OF FLORIDA }
} .ss:
COUNTY OF PALM BEACH }

I, Wendy Carrick, a notary public of Palm Beach County, State of Florida CERTIFY that on this day, before me, an officer duly authorized in the State aforesaid and in the County aforesaid, to take acknowledgments, personally appeared **ALYSSA HOULIHAN** as Vice President, Site Leasing of **SBA TOWERS IX, LLC**, a Delaware limited liability company, to me known to be the person described in and who executed the foregoing instrument and who acknowledged before me that she executed the same in the capacity aforestated.

WITNESS my hand and official seal in the County and State last aforesaid the 11 day of March, 2019.

Sign Name: Wendy Carrick

Print Name: Notary Public

WENDY CARRICK
MY COMMISSION # GG 150273
EXPIRES: November 30, 2021
Bonded Thru Notary Public Underwriters

Site Name: Rotonda East, FL
Site ID: FL18068-A

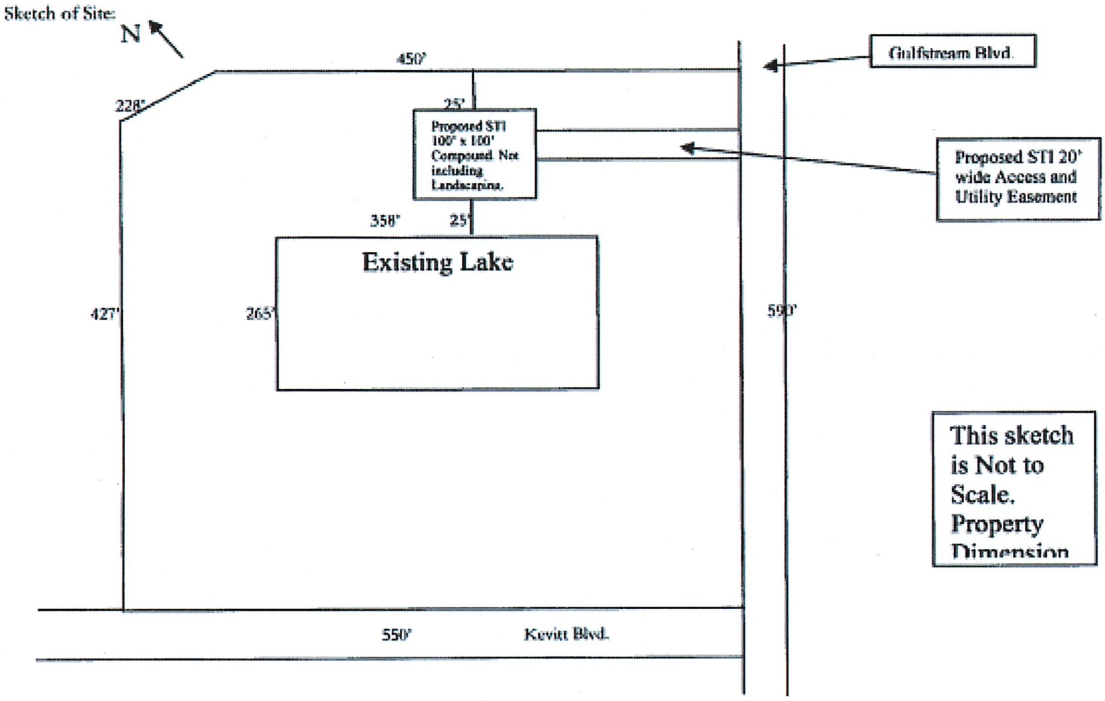
SBA

EXHIBIT A
Leased Premises

Legal Description:

PCH 095 0000 00TP Port Charlotte SEC 95 TR P Park 11.26 A M/L 610/785

Sketch of Site:



Site Name: Rotonda East, FL
Site ID: FL18068-A

EXHIBIT B
Owner's Equipment

Antennas:	Four (4) Total			
Quantity:	One (1)	Two (2)	One (1)	
Type:	Omni-Directional	Enclosed Dipole	Omni	
Manufacture:	RFS	Sinclair	Lcom	
Model:	BLR12-A-B1	SE4192-SWBP2LDF	HGV-906U	
Dimensions:	240" x 6.63" x 6.63"	216" x 2.9" x 8.5"	24" x 1.3"	
Weight:	124 lbs	56 lbs	30 lbs	
Mounting Height	205'	184'	181'	
Cable:	Five (5) Total			
Quantity:	One (1)	Two (2)	One (1)	One (1)
Type:	Coax	Coax	Coax	Coax
Cable Size:	7/8"	1-5/8"	1/2"	1/2'
Mount Equipment:	Five (5) Total			
Quantity:	One (1)	Two (2)	One (1)	One (1)
Type:	6' side arms	6' side arms	Pipe Mount	Pipe Mount
Manufacture:	Connect It Wireless	Valmont	Connect-It Wireless	Connect-It Wireless
Model:	HS6	BOG6	UAPM-45	UAPM-45
Dimensions:	72" x 36"	72" x 52"	48" x 4.5"	72" x 4.5"
Weight:	115 lbs.	154 lbs.	119 lbs.	140 lbs.
Mounting Height	205'	175'	180'	183'
Dishes:	Two (2) Total			
Quantity:	One (1)	One (1)		
Type:	HP	HP		
Manufacturer:	CommScope	Radiowaves		
Model:	VHLP6-6W	HP4-11		
Weight:	190 lbs.	175 lbs.		
Dimensions:	74.8" x 47.5"	50" x 25.2"		
Height:	183'	180'		
Cable:	Five (5) Total			
Quantity:	Three (3)	Two (2)		
Type:	DC Power 3/8"	Coax 1/2"		

(Continues onto following page)

EXHIBIT B
Owner's Equipment
(Continued from previous page)

Tower Top Antenna (TTA):	One (1) Total
Type:	TTA
Manufacture:	Combilent
Model:	CP00732-2
Dimensions:	9.5" x 4" x 4"
Weight:	8 lbs.
Mounting Height	195'

Frequency:	
Transmit:	769.61875-773.95625 MHz
Receive:	799.61875-803.95625 MHz

Ground Space:	30' x 35'

FY2019 Capital Improvements Budget / FY 2019 - FY 2024 Project Detail — **Project No. c221403**

GENERAL PROJECT DATA:		Status	Existing
Project Title:	Digital Radio System		
Functional Area:	Public Safety		
Department:	Public Safety - Radio Communications Division		
Location:	County Wide		

CONCURRENCY REQUIREMENTS:	
Does project add capacity (Y/N)?:	Yes
Is it required to maintain Level of Service:	
- W/in 5 years? List in CIE (Y/N):	N
- 6 to 10 years? Monitor (Y/N):	N

PROJECT NEED CRITERIA	
Safety	X
Mandate	
Replace	X
Growth	X

PROJECT SCHEDULE	FY19	FY20	FY21	FY22	FY23	FY24
	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4
Design/Arch						
Land/ROW						
Construct						
Equipment						

PROJECT DESCRIPTION:

Replacement of existing analog radio system with a digital (Project 25) system. The project consists of a turn-key package for the procurement and installation of the new digital system. Funding includes hardware such as controllers and repeaters and software; as well as, the replacement of existing analog hand-held radios with digital radios.
$10 million from the 2014 Sales Tax Referendum was allocated to this project; anticipation completion is October, 2019.
The Board directed $300,000 be transferred to the South County Community Library & Archive project, on June 13, 2017.
Administration authorized $140,000 be transferred to Oyster Creek Splash Pad 10/31/17, BCC authorized $580,000 be used for the Rec Center Project (c721505) January 23, 2018. Transfer $800,000 to AARF Training Facility (Pending).
Anticipated completion date: October, 2019.

OPERATING BUDGET IMPACT:

The cost for annual maintenance is expected to increase from $150,000 to potentially as high as $450,000.

PROJECT RATIONALE (Include Additional LOS Detail, if necessary):

The P25 technology is the recognized standard for Public Safety communications and interoperability (compatibility between agencies). The existing analog system will be obsolete with end-of-life support in 2017; meaning manufacturers will no longer make replacement parts or support existing hardware of software. This project impacts various user agencies within the County including the School Board, Sheriff, Airport Authority, Fire & EMS, Health Department, Property Appraiser, the City of Punta Gorda and various County departments. In addition, the project will impact surrounding counties including Lee, Sarasota and DeSoto by enhancing communications interoperability.

REPLACEMENT COUNTY PROPERTY NO.:

	Prior Actual	Est FY18	(1) Calc. for FY19 Orig. FY19	(2) Est c/o to FY19	(3) New $ FY19	FY19	FY20	FY21	FY22	FY23	FY24	FUTURE	Total
EXPENDITURE PLAN (000'S)													
Design/Arch/Eng													
Land (or ROW)													
Construction													
Software													
Equipment	3,942	785		4,254	-800	3,454							8,180
Other													
Total Project Cost	3,942	785		4,254	-800	3,454							8,180
FUNDING PLAN (000'S)													
Sales Tax 2014	3,942	785		4,254	-800	3,454							8,180
Total Funding	3,942	785		4,254	-800	3,454							8,180
LOAN REPAYMENT SCHEDULE (000'S)													
Total Loan Repayment													
OPERATING BUDGET IMPACT (000'S)													
Personal Svc.													
Non-personal								300	300	300	300		1,200
Capital													
Total Operating								300	300	300	300		1,200

Charlotte County Board Of County Commissioners
Agenda Item Summary

Item Number: M - 2.

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1 DEPARTMENT MAKING REQUEST

Public Safety

2 MEETING DATE

3/26/2019

3 REQUESTED MOTION/ACTION

a) Approve Equipment Use Agreement between Charlotte County and the City of Lakeland Florida.
b) Approve Resolution authorizing the County Administrator to execute subsequent equipment use agreements with the City of Lakeland that contain terms substantially similar to the attached agreement.

4 AGENDA

Consent

5 IS THIS ITEM BUDGETED (IF APPLICABLE) - False

Budget Action
No action needed.

Financial Impact Summary Statement
None.

Detailed Analysis Attached - False

Budget Officer-

6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)

Agreement will authorize the City of Lakeland to use Charlotte County Fire and EMS Polaris emergency vehicle during an airshow held in Lakeland on March 31 to April 7, 2019.
Agreement will authorize use of the emergency vehicle and provide for it's return clean and in good working order. The agreement holds the City of Lakeland responsible for any and all damage, loss, theft or other harm during the term of the agreement.

ATTACHMENTS:

File Name	Description	Upload Date	Type
RESOLUTION_w_Exhibit_A.pdf	Resolution	3/13/2019	Resolution Letter
AGREEMENT_Reformatted.pdf	Agreement	3/13/2019	Agreement

RESOLUTION
NUMBER 2019-

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF CHARLOTTE COUNTY, FLORIDA AUTHORIZING THE COUNTY ADMINISTRATOR OR HIS OR HER DESIGNEE TO EXECUTE EQUIPMENT USE AGREEMENTS WITH THE CITY OF LAKELAND, FLORIDA.

RECITALS

WHEREAS, Charlotte County provides fire and emergency medical services throughout the county in order to protect the public health, safety, and welfare of the community; and

WHEREAS, the Charlotte County Board of County Commissioners has the authority to enter into equipment use agreements with other local government entities; and

WHEREAS, the City of Lakeland, Florida ("City") has requested use of County's Polaris emergency vehicle ("Equipment") during an air show it is hosting from March 31st through April 7, 2019 ("Event"); and

WHEREAS, City anticipates the Event recurring annually.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Charlotte County, Florida:

1. In order to ensure the highest level of public safety during City's Event, County agrees to provide City temporary use of County's Equipment.

2. Because City anticipates recurring similar events for which it would like to use County's Equipment, the County Administrator or his or her designee is authorized to execute subsequent equipment use agreements with the City that contain terms

substantially similar to the terms in the Equipment Use Agreement Between Charlotte County, Florida and City of Lakeland, Florida attached hereto as Exhibit "A."

3. This resolution shall take effect immediately upon adoption.

PASSED AND DULY ADOPTED this 26th day of March, 2019.

BOARD OF COUNTY OMMISSIONERS
OF CHARLOTTE COUNTY, FLORIDA

By: _____
Kenneth W. Doherty, Chairman

ATTEST:

Roger D. Eaton, Clerk of the Circuit
Court and Ex-officio Clerk of the
Board of County Commissioners

By: _____
Deputy Clerk

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY:

By: _____
Janette S. Knowlton, County Attorney
LR19-0174_____
(PSP)

EXHIBIT A

EQUIPMENT USE AGREEMENT BETWEEN CHARLOTTE COUNTY, FLORIDA AND CITY OF LAKELAND, FLORIDA

This Equipment Use Agreement ("Agreement"), effective on the last signature date set forth below, is made between Charlotte County, ("County"), a political subdivision of the State of Florida, and City of Lakeland, Florida ("City"), a political subdivision of the State of Florida.

WHEREAS, the County provides fire and emergency medical services throughout Charlotte County in order to protect the public health, safety, and welfare of the community; and

WHEREAS, City is hosting an air show from March 31st through April 7, 2019 ("Event"); and

WHEREAS, City has requested use of County's Polaris emergency vehicle during the air show to enhance its level of service during the Event; and

NOW THEREFORE, in consideration of the mutual covenants set forth in this Agreement and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. **Recitals.** The above recitals are true and correct and, by this reference, are hereby incorporated into and made a part of this Agreement.

2. **Purpose and Limitation of Use.** In order to ensure the highest level of public safety during City's Event, County agrees to provide City with emergency equipment, described below and hereinafter referred to as the "Equipment." City agrees that it will use the Equipment for the sole purpose of facilitating emergency responses during the Event. Any other use of Equipment is expressly prohibited.

3. **Term.** This Agreement shall automatically expire on April 8, 2019.

4. **Emergency Equipment.** County shall provide City the use of the Equipment, which shall consist of one (1) 2014 Polaris Ranger, VIN number 4XAHR76A9ET366389, county property number 34775.

5. **Equipment Check-Out and Return.** City hereby designates Assistant Chief Rick Hartzog as the primary City contact responsible for coordinating the receipt and return of the Equipment. City shall check out the Equipment from the Charlotte County Fire and Emergency Medical Services Department one (1) day prior to the event. Upon receipt of the Equipment, the Equipment will be deemed in clean and good, working order unless City notifies County of any deficiencies on the date the Equipment is checked out. City shall return the Equipment to the Charlotte County Fire and Emergency Medical

Services Department one (1) day after the event. In the event that the Equipment has not been returned clean and in good, working order, County shall provide notice of any deficiencies to City within seventy- two (72) hours after the Equipment return.

6. **Damage, Loss, or Theft.** City will be solely responsible for any and all damage, loss, theft, or any other harm to the Equipment that occurs after the Equipment check-out and prior to the Equipment return, up to the full replacement cost of the Equipment. Upon receiving notification of damage and the cost to replace or repair the Equipment, City shall remit payment in full to County within five (5) business days.

7. **Notification.** Any notification required pursuant to this Agreement shall be provided in writing via certified mail or electronic mail as follows:

If to City:
Rick Hartzog, Assistant Chief
Lakeland Fire Department
701 E. Main Street
Lakeland, Florida 33801

If to County:
Larry Lippel, Battalion Chief
Charlotte County Fire/EMS Headquarters
26571 Airport Road
Punta Gorda, Florida 33982

8. **Operation of Equipment, Indemnification, Hold Harmless.** City expressly acknowledges that it has received full and complete Equipment operating instructions and assumes all responsibility for instructing and training its agents or employees regarding the use and operation of the Equipment. Each party hereto agrees to indemnify and hold the other harmless, to the extent allowed under Section 768.29 of the Florida Statutes, from all claims, loss, damage and expense, including attorney fees and costs and attorney fees and costs on appeal, arising from the negligent acts or omissions of the indemnifying party's officers, employees and agents related to its performance under this agreement. This provision does not constitute a waiver of either party's sovereign immunity under Section 768.28 of the Florida Statutes, or extend either party's liability beyond the limits established in Section 768.28 of the Florida Statutes.

9. **Miscellaneous.** This Agreement shall be construed in accordance with Florida law. Any action to enforce this Agreement shall be brought in Charlotte County, Florida. Any amendments to this Agreement must be in writing and executed by both parties.

[SIGNATURE PAGE FOLLOWS]

CITY OF LAKELAND, FLORIDA

By: _____
H. William Mutz, Mayor

Date: _____

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY:

By: _____
Timothy J. McCausland,
City Attorney

ATTEST:
CITY OF LAKELAND, FLORIDA

By: _____
Kelly S. Koos, City Clerk

BOARD OF COUNTY COMMISSIONERS
OF CHARLOTTE COUNTY, FLORIDA

By: _____
Kenneth W. Doherty, Chairman

Date: _____

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY:

By: _____
Janette S. Knowlton, County Attorney
LR19-0174 ___ / PSP

ATTEST:
Roger D. Eaton, Clerk of the Circuit
Court and Ex-officio Clerk of the
Board of County Commissioners

By: _____
Deputy Clerk

EQUIPMENT USE AGREEMENT BETWEEN CHARLOTTE COUNTY, FLORIDA AND CITY OF LAKELAND, FLORIDA

This Equipment Use Agreement ("Agreement"), effective on the last signature date set forth below, is made between Charlotte County, ("County"), a political subdivision of the State of Florida, and City of Lakeland, Florida ("City"), a political subdivision of the State of Florida.

WHEREAS, the County provides fire and emergency medical services throughout Charlotte County in order to protect the public health, safety, and welfare of the community; and

WHEREAS, City is hosting an air show from March 31st through April 7, 2019 ("Event"); and

WHEREAS, City has requested use of County's Polaris emergency vehicle during the air show to enhance its level of service during the Event; and

NOW THEREFORE, in consideration of the mutual covenants set forth in this Agreement and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. **Recitals.** The above recitals are true and correct and, by this reference, are hereby incorporated into and made a part of this Agreement.

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Services Department one (1) day after the event. In the event that the Equipment has not been returned clean and in good, working order, County shall provide notice of any deficiencies to City within seventy- two (72) hours after the Equipment return.

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7. **Notification.** Any notification required pursuant to this Agreement shall be provided in writing via certified mail or electronic mail as follows:

If to City:	If to County:
Rick Hartzog, Assistant Chief	Larry Lippel, Battalion Chief
Lakeland Fire Department	Charlotte County Fire/EMS Headquarters
701 E. Main Street	26571 Airport Road
Lakeland, Florida 33801	Punta Gorda, Florida 33982

8. **Operation of Equipment, Indemnification, Hold Harmless.** City expressly acknowledges that it has received full and complete Equipment operating instructions and assumes all responsibility for instructing and training its agents or employees regarding the use and operation of the Equipment. Each party hereto agrees to indemnify and hold the other harmless, to the extent allowed under Section 768.29 of the Florida Statutes, from all claims, loss, damage and expense, including attorney fees and costs and attorney fees and costs on appeal, arising from the negligent acts or omissions of the indemnifying party's officers, employees and agents related to its performance under this agreement. This provision does not constitute a waiver of either party's sovereign immunity under Section 768.28 of the Florida Statutes, or extend either party's liability beyond the limits established in Section 768.28 of the Florida Statutes.

9. **Miscellaneous.** This Agreement shall be construed in accordance with Florida law. Any action to enforce this Agreement shall be brought in Charlotte County, Florida. Any amendments to this Agreement must be in writing and executed by both parties.

[SIGNATURE PAGE FOLLOWS]

CITY OF LAKELAND, FLORIDA

By: _____
H. William Mutz, Mayor

Date: _____

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY:

By: _____
Timothy J. McCausland,
City Attorney

ATTEST:
CITY OF LAKELAND, FLORIDA

By: _____
Kelly S. Koos, City Clerk

BOARD OF COUNTY COMMISSIONERS
OF CHARLOTTE COUNTY, FLORIDA

By: _____
Kenneth W. Doherty, Chairman

Date: _____

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY:

By: _____
Janette S. Knowlton, County Attorney
LR19-0174 ___ / PSP

ATTEST:
Roger D. Eaton, Clerk of the Circuit
Court and Ex-officio Clerk of the
Board of County Commissioners

By: _____
Deputy Clerk

Charlotte County Board Of County Commissioners
Agenda Item Summary

Item Number: N - 1.

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1 DEPARTMENT MAKING REQUEST

Public Works

2 MEETING DATE

3/26/2019

3 REQUESTED MOTION/ACTION

a) Approve three-year agreement with the Florida Department of Transportation (FDOT) for maintenance of US 41 from the Peace River Bridge to South Toledo Blade Boulevard and SR 776 from US 41 to Cornelius Boulevard to include mowing, litter removal, and edging/sweeping; and
b) Approve Resolution authorizing the Chairman to execute the agreement.

4 AGENDA

Consent

5 IS THIS ITEM BUDGETED (IF APPLICABLE) - True

Budget Action
No action needed.

Financial Impact Summary Statement
None.

Detailed Analysis Attached - False

Budget Officer-

6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)

On June 8, 2010, the Board of County Commissioners (BCC) entered into a three-year agreement with FDOT to provide maintenance services on US 41 from the Peace River Bridge to South Toledo Blade Boulevard to include mowing, litter removal and edging/sweeping for a total payment of $37,089.87 per year. On May 28, 2013, the BCC entered into a three-year agreement with FDOT for the same maintenance services provided by the Public Works Department with payment in four (4) quarterly lump sum payments of $7,500.44 each for a total of $30,001.76 per year. On April 26, 2016, the BCC entered into a three-year agreement with FDOT for the same maintenance services provided by the Public Works Department with payment in three (3) quarterly lump sum payments of $8,344.15 each, and one (1) quarterly lump sum payment of $8,344.14, for a total of $33,376.59 per year.The agreement presented from FDOT is for a three-year term renewable for an additional three (3) years; for the same maintenance services to be provided by the Public Works Department on US 41 from the Peace River Bridge to South Toledo Blade Boulevard and SR 776 from US 41 to Cornelius Boulevard with payment in three (3) quarterly lump sum payments of $15,108.56 each, and one (1) quarterly lump sum payment of $15,108.53, for a total of $60,434.21 per year or a total of $181,302.63 for the first three years.

ATTACHMENTS:

File Name	Description	Upload Date	Type
Resolution.pdf	Resolution	3/8/2019	Resolution Letter
BE710_Proposed_Charlotte_County_3-Year_Maintenance_Agreement.pdf	FDOT Maintenance Agreement	2/21/2019	Agreement

R E S O L U T I O N

NUMBER 2019-

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF CHARLOTTE COUNTY, FLORIDA ("BOARD"), APPROVING A MAINTENANCE AGREEMENT WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION FOR U.S. 41 FROM THE PEACE RIVER BRIDGE TO SOUTH TOLEDO BLADE BOULEVARD AND FOR SR 776 FROM U.S. 41 TO CORNELIUS BOULEVARD IN CHARLOTTE COUNTY, FLORIDA; AND AUTHORIZING THE CHAIRMAN OF THE BOARD TO EXECUTE THE MAINTENANCE AGREEMENT ON BEHALF OF CHARLOTTE COUNTY, FLORIDA.

RECITALS

WHEREAS, the Florida Department of Transportation ("FDOT") is requesting that Charlotte County enter into a three year Maintenance Agreement ("Agreement") with FDOT that would require the County to maintain areas along U.S. 41 from the Peace River Bridge to South Toledo Blade Boulevard and for SR 776 from U.S. 41 to Cornelius Boulevard in Charlotte County, Florida hereinafter the "Project", and to further provide for the joint responsibilities of the parties; and

WHEREAS, the purpose of the Agreement is for the County to conduct roadside maintenance including mowing, litter removal, edging and sweeping in the Project area in exchange for which FDOT agrees to pay the County a designated sum for three years; and

WHEREAS, FDOT is requesting that Charlotte County, Florida, approve, execute and deliver to FDOT a Maintenance Agreement to maintain the Project in accordance with the terms and conditions of the Agreement.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Charlotte County, Florida:

1. That the Maintenance Agreement designated by FDOT as Maintenance Agreement No. BE710, FM No. 432729-1-78-09, between the Florida Department of Transportation and Charlotte County for the Project is hereby approved by the Board of County Commissioners of Charlotte County.

2. That the Chairman of the Board of County Commissioners is hereby authorized and directed to execute a Maintenance Agreement for the Project on behalf of Charlotte County.

PASSED AND DULY ADOPTED this 26th day of March, 2019.

BOARD OF COUNTY OMMISSIONERS
OF CHARLOTTE COUNTY, FLORIDA

By: _____
Kenneth W. Doherty, Chairman

ATTEST:

Roger D. Eaton, Clerk of the Circuit
Court and Ex-officio Clerk of the
Board of County Commissioners

By: _____
Deputy Clerk

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY:

By: _____
Janette S. Knowlton, County Attorney
LR19-0185_____
(PSP)

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
MEMORANDUM OF AGREEMENT

This is an Agreement by and between the **STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION**, an Agency of the State of Florida, (hereinafter, "**DEPARTMENT**") and **CHARLOTTE COUNTY** (hereinafter, "**AGENCY**") for the **AGENCY** to provide maintenance services.

WITNESSETH

1. WHEREAS, the **AGENCY** has the authority to enter into said Agreement and to undertake the project hereinafter described, and the **DEPARTMENT** has been granted the authority to function adequately in all areas of appropriate jurisdiction and is authorized under Fla. Stat. §334.044 to enter into this Agreement; and
2. WHEREAS, the **AGENCY** by Resolution No. _____ dated the _____ day of _____, _____, a copy of which is attached hereto and made a part hereof, has authorized its officers to enter into this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants, promises and representations contained herein, the parties agree as follows:

I. SERVICES AND PERFORMANCE

1. The **AGENCY** shall furnish certain services as described in ATTACHMENTS A and B, attached hereto and made a part hereof.
2. Locations, activities, quantities, cycles, and unit costs to be performed are listed in ATTACHMENT A.
3. Descriptions of how the activities are to performed are included in ATTACHMENT B.
4. A Supplemental Agreement shall be executed by both parties for any additions or deletions to the work described in ATTACHMENTS A and/or ATTACHMENT B. No work may commence without an executed Supplemental Agreement involving any such changes or revisions required to be covered in a Supplemental Agreement. Performance of any such services prior to the execution of a Supplemental Agreement will result in nonpayment of those services.
5. The **DEPARTMENT** will be entitled at all times to be advised, at its request, as to the status of work being done by the **AGENCY** and of the details thereof. Coordination shall be maintained by the **AGENCY** with representatives of the **DEPARTMENT**.
6. All services shall be performed by the **AGENCY** to the satisfaction of the Director who shall decide all questions, difficulties and disputes of any nature whatsoever that may arise under or by reason of this Agreement. The Director's decision upon all claims, questions and disputes shall be final and binding upon all parties. Adjustments of compensation and contract time because of any major changes in the work that may become necessary or desirable shall be left to the absolute discretion of the Director.

7. The work specified in this Agreement is governed by ATTACHMENT A and ATTACHMENT B.
8. Reference herein to Director shall mean the **DEPARTMENT'S** District Secretary for District One, or authorized designee.
9. Upon execution of the Agreement, the NOTICE TO PROCEED signed by the District Secretary, or designee, will be sent to the **AGENCY**. The NOTICE TO PROCEED must be issued to the **AGENCY** within sixty (60) days after Agreement execution.

II. TERM

1. This Agreement shall take effect on the execution date listed on page 7. The term for providing service under this Agreement shall be a period of three (3) years ("INITIAL SERVICE TERM"). Calculation for the INITIAL SERVICE TERM shall begin on the fourteenth (14th) calendar day after issuance of the NOTICE TO PROCEED, or on the day the **AGENCY** begins work after receipt of the NOTICE TO PROCEED, whichever date is earlier.
2. Prior to expiration of the INITIAL SERVICE TERM, and subject to mutual agreement of the parties, this Agreement may be renewed ("RENEWAL TERM") for an additional three (3) years. Renewals shall be contingent upon satisfactory performance evaluations by the **DEPARTMENT**. The **DEPARTMENT'S** performance and obligation to pay under any such renewal is contingent upon an annual appropriation by the Legislature. Any renewal or extension shall be in writing and executed by both parties, and shall be subject to the same terms and conditions set forth in this Agreement.
3. The **AGENCY** shall provide services unless terminated in accordance with Section VI below of this Agreement.

III. COMPENSATION AND PAYMENT

1. The **DEPARTMENT** shall pay the **AGENCY** for services rendered in accordance with this Agreement annually, as follows:

   Three (3) quarterly lump sum payments will be made in the amount of **Fifteen Thousand One Hundred Eight Dollars and Fifty-Six Cents ($15,108.56)**. One (1) quarterly lump sum payment will be made in the amount of **Fifteen Thousand One Hundred Eight Dollars and Fifty-Three Cents ($15,108.53)**. The total annual contract/expenditure amount is **Sixty Thousand Four Hundred Thirty-Four Dollars and Twenty-One Cents ($60,434.21)**, unless the contract is amended.

   The total contract amount, unless amended, for all three (3) years is **One Hundred Eighty-One Thousand Three Hundred Two Dollars and Sixty-Three Cents ($181,302.63)**.

2. The lump sum payment above is based on the unit price for services that are listed in ATTACHMENT A.
3. The **DEPARTMENT** shall have the right to retain out of any payment due the **AGENCY** under this Agreement an amount sufficient to satisfy any amount due and owing to the **DEPARTMENT** by the **AGENCY** on any other Agreement between the **AGENCY** and the **DEPARTMENT**.
4. Payment shall be made only after receipt and approval of goods and services unless advance payments are authorized by the State Comptroller under Fla. Stat. §215.422(14).
5. If this Agreement involves units of deliverables, then such units must be received and accepted in writing by the **DEPARTMENT'S** Project Manager prior to payments.
6. Bills for fees or other compensation for services or expenses shall be submitted in detail sufficient for a proper pre-audit and post-audit thereof.
7. **AGENCY** providing goods and services to the **DEPARTMENT** should be aware of the following time frames. Upon receipt, the **DEPARTMENT** has five (5) working days to inspect and approve the goods and services, unless the Agreement specifies otherwise. The **DEPARTMENT** has twenty (20) days to deliver a request for payment (voucher) to the **DEPARTMENT** of Banking and Finance. The twenty (20) days are measured from the latter of the date the invoice is received or the goods or services are received, inspected and approved.
8. If a payment is not available within forty (40) days, a separate interest penalty in accordance with Fla. Stat. §215.422(3)(b), will be due and payable, in addition to the invoice amount, to the **AGENCY**. Interest penalties of less than one (1) dollar will not be enforced unless the **AGENCY** requests payment. Invoices which have to be returned to an **AGENCY** because of **AGENCY** preparation errors will result in a delay in the payment. The invoice payment requirements do not start until a properly completed invoice is provided to the **DEPARTMENT**.
9. A Vendor Ombudsman has been established within the **DEPARTMENT** of Banking and Finance. The duties of this individual include acting as an advocate for contractors/vendors who may be experiencing problems in obtaining timely payment(s) from a state **AGENCY**. The Vendor Ombudsman may be contacted at (850) 413-5516.
10. Records of costs incurred under terms of this Agreement shall be maintained and made available upon request to the **DEPARTMENT** at all times during the period of this Agreement and for three (3) years after final payment is made. Copies of these documents and records shall be furnished to the **DEPARTMENT** upon request. Records of costs incurred include the **AGENCY'S** general accounting records and the project records, together with supporting documents and records of the **AGENCY** and all subcontractors performing work on the project, and all other records of the **AGENCY** and subcontractors considered necessary by the **DEPARTMENT** for a proper audit of costs.
11. The **DEPARTMENT**, during any fiscal year, shall not expend money, incur any liability, or enter into any contract which, by its terms, involves the expenditure of money in excess of the amounts budgeted as available for expenditure during such fiscal year. Any contract, verbal or written, made in violation of this subsection is null and void, and no

money may be paid on such contract. The **DEPARTMENT** shall require a statement from the Comptroller of the **DEPARTMENT** that funds are available prior to entering into any such contract or other binding commitment of funds. Nothing herein contained shall prevent the making of contracts for periods exceeding one year, but any contract so made shall be executory only for the value of the services to be rendered or agreed to be paid for in succeeding fiscal years. Accordingly, the State of Florida's performance and obligation to pay under this Agreement is contingent upon an annual appropriation by the Legislature.

12. A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity and may not transact business with any public entity in excess of the threshold amount provided in Fla. Stat. §287.017, for Category Two for a period of thirty-six (36) months from the date of being placed on the convicted vendor list.

IV. INDEMNITY AND INSURANCE

1. **LIABILITY INSURANCE.** The **AGENCY** shall carry and keep in force during the period of this Agreement a general liability insurance policy or policies with a company or companies authorized to do business in Florida, affording public liability insurance with combined bodily injury limits of at least $250,000 per person and $500,000 each occurrence, and property damage insurance of at least $50,000 each occurrence, for the services to be rendered in accordance with this Agreement. In the alternative, the **AGENCY** may satisfy the requirements of this paragraph by providing to the **DEPARTMENT** written evidence of being self-insured.

2. **WORKER'S COMPENSATION.** The **AGENCY** shall also carry and keep in force Worker's Compensation insurance as required for the State of Florida under the Worker's Compensation Law. In the alternative, the **AGENCY** may satisfy the requirements of this paragraph by providing to the **DEPARTMENT** written evidence of being self-insured.

3. To the extent permitted by law, **AGENCY** shall indemnify, defend and hold harmless **DEPARTMENT** against any actions, claims, or damages arising out of, relating to, or resulting from negligent or wrongful act(s) of **AGENCY**, or any of its officers, agents or employees, acting within the scope of their office or employment, in connection with the obligations and rights granted to or exercised by **AGENCY** hereunder, to the extent and within the limitations of Section 768.28, Florida Statutes. The foregoing indemnification shall not constitute a waiver of sovereign immunity beyond the limits set forth in Florida Statutes, Section 768.28, nor shall the same be construed to constitute agreement by **AGENCY** to indemnify **DEPARTMENT** for the negligent acts or omissions of DEPARTMENT, its officers, agents or employees, or for the acts of third parties. Nothing herein shall be construed as consent by **AGENCY** to be sued by third parties in any manner arising out of this agreement. The **AGENCY** shall also require all contractors and subcontractors who conduct operations within the Project to indemnify and hold

DEPARTMENT harmless against any actions, claims, or damages arising out of, relating to, or resulting from negligent or wrongful act(s) of said Contractor or Subcontractor or any of their officers, agents or employees, acting within the scope of their office or employment. The indemnities assumed by the **AGENCY** shall survive termination of this agreement.

V. COMPLIANCE WITH LAWS

1. The **AGENCY** shall allow public access to all documents, papers, letters, or other material subject to the provisions of Fla. Stat. §119, and made or received by the **AGENCY** in conjunction with this Agreement. Failure by the **AGENCY** to grant such public access shall be grounds for immediate unilateral cancellation of this Agreement by the **DEPARTMENT**.
2. The **AGENCY** shall comply with all federal, state and local laws and ordinances applicable to the work or payment for work thereof, and shall not discriminate on the grounds of race, color, religion, sex or national origin in the performance of work under this Agreement.
3. E-Verify. The Agency shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the Agency during the term of the Agreement and shall expressly require any subcontractors performing work or providing services pursuant to the Agreement to likewise utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of all new employees hired by the subcontractor during the Agreement term.

VI. TERMINATION AND DEFAULT

1. This Agreement may be canceled by the **DEPARTMENT** in whole or in part at any time the interest of the **DEPARTMENT** requires such termination. The **DEPARTMENT** also reserves the right to seek termination or cancellation of this Agreement in the event the **AGENCY** shall be placed in either voluntary or involuntary bankruptcy. The **DEPARTMENT** further reserves the right to terminate or cancel this Agreement in the event an assignment is made for the benefit of creditors. This Agreement may be canceled by the **AGENCY** upon sixty (60) days written notice to the **DEPARTMENT**.
2. If the **DEPARTMENT** determines that the performance of the **AGENCY** is not satisfactory, the **DEPARTMENT** shall have the option of (a) immediately terminating the Agreement, or (b) notifying the **AGENCY** of the deficiency with a requirement that the deficiency be corrected within a specified time, otherwise the Agreement will be terminated at the end of such time, or (c) take whatever action is deemed appropriate by the **DEPARTMENT**.
3. If the **DEPARTMENT** requires termination of the Agreement for reasons other than unsatisfactory performance of the **AGENCY**, the **DEPARTMENT** shall notify the **AGENCY** of such termination, with instructions to the effective date of termination or specify the stage of work at which the Agreement is to be terminated.

If the Agreement is terminated before performance is completed, the **AGENCY** shall be paid only for that work satisfactorily performed for which costs can be substantiated. Such payment, however, may not exceed an amount which is the same percentage of the contract price as the amount of work satisfactorily completed is a percentage of the total work called for by this Agreement. All work in progress will become the property of the **DEPARTMENT** and will be turned over promptly by the **AGENCY**.

VII. MISCELLANEOUS

1. The **AGENCY** and the **DEPARTMENT** agree that the **AGENCY**, its employees, and subcontractors are not agents of the **DEPARTMENT** as a result of this Agreement for purposes other than those set out in Fla. Stat. §337.274.
2. All words used herein in the singular form shall extend to and include the plural. All words used in the plural form shall extend to and include the singular. All words used in any gender shall extend to and include all genders.
3. This Agreement embodies the whole agreement of the parties. There are no promises, terms, conditions, or obligations other than those contained herein, and this Agreement shall supersede all previous communications, representations, or agreements, either verbal or written, between the parties hereto.
4. It is understood and agreed by the parties hereto that if any part, term or provision of this Agreement is by the courts held to be illegal or in conflict with any law of the State of Florida, the validity of the remaining portions or provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular part, term or provision held to be invalid.
5. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida.

VIII. ATTACHMENTS

1. All ATTACHMENTS referenced in this Agreement are incorporated and made a part of this Agreement.

ATTACHMENT A – Location and Cost Breakdown
ATTACHMENT B – Description of Maintenance Activities

IX. EXECUTION

In witness whereof, **CHARLOTTE COUNTY** has caused this Agreement to be executed in its behalf, by the _____ or its designee, as authorized by its Resolution, and the **FLORIDA DEPARTMENT OF TRANSPORTATION** has caused this agreement to be executed in its behalf through its District Secretary or authorized designee. The execution date of this Agreement shall be this _____ day of _____, _____.

FDOT to enter effective date.

CHARLOTTE, FLORIDA

ATTEST:

BY: _____ BY: _____

CLERK

_____ (SEAL) TITLE

_____ DATE PRINT NAME DATE

_____LEGAL REVIEW:

BY:

_____ DATE

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION

ATTEST:

BY: BY:

EXECUTIVE SECRETARY (SEAL) DISTRICT ONE SECRETARY OR DESIGNEE

PRINT NAME DATE PRINT NAME DATE

gLV 2/14/19 LEGAL REVIEW: AVAILABILITY OF FUNDS APPROVAL:

February 8, 2019

DATE DATE

mg DISTRICT MAINTENANCE ADMINISTRATOR APPROVAL:

2/13/19

DATE

ATTACHMENT "A"
LOCATIONS AND PRICES FOR CHARLOTTE COUNTY

Location: 1

Section: 0101000 **Mile Post:** 0.000 - 5.432

State Road: SR 45 (US 41), Peace River Bridge to South Toledo Blade Boulevard

Activity	Quantity	Units	Cycles	Unit Cost	Location Cost
Large Machine Mowing	62.19	Acres	11	$16.70	$11,424.30
Intermediate Machine Mowing	11	Acres	11	$49.50	$5,989.50
Litter Removal	73.19	Acres	14	$9.40	$9,631.80
Edging and Sweeping	17.46	Miles	6	$85.00	$8,904.60

Location: 2

Section: 01050000 **Mile Post:** 14.033 - 17.549

State Road: SR 776, Cornelius Boulevard to US 41

Activity	Quantity	Units	Cycles	Unit Cost	Location Cost
Large Machine Mowing	38.4	Acres	11	$16.70	$7,054.08
Slope Mowing	0.43	Acres	6	$83.20	$214.66
Intermediate Machine Mowing	8.4	Acres	11	$49.50	$4,573.80
Litter Removal	47.23	Acres	14	$9.40	$6,215.47
Edging and Sweeping	12.6	Miles	6	$85.00	$6,426.00

SUMMARY

Activity	Quantity	Units Cost	Cycles
Large Machine Mowing	100.59	$16.70	11
Slope Mowing	0.43	$83.20	6
Intermediate Machine Mowing	19.4	$49.50	11
Litter Removal	120.42	$9.40	14
Edging and Sweeping	30.06	$85.00	6

Total Annual Cost	**$60,434.21**
Three Quarterly Payments	**$15,108.56**
One Quarterly Payment	**$15,108.53**

ATTACHMENT "B"
SPECIFICATIONS

AWARD AND EXECUTION OF CONTRACT – PUBLIC RECORDS.
(REV 10-17-16) (FA 10-24-16) (7-18)

ARTICLE 3-9 is expanded by the following:

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

District 1
863-519-2623
D1prcustodian@dot.state.fl.us
Florida Department of Transportation
District 1 – Office of General Counsel
801 N. Broadway
Bartow, FL 33830

SECTION 102
MAINTENANCE OF TRAFFIC

102-1 Description.

Maintain traffic within the limits of the project for the duration of the construction period, including any temporary suspensions of the work. Construct and maintain detours. Provide facilities for access to residences, businesses, etc., along the project. Furnish, install and maintain traffic control and safety devices during construction. Furnish and install work zone pavement markings for maintenance of traffic (MOT) in construction areas. Provide any other special requirements for safe and expeditious movement of traffic specified in the Plans. MOT includes all facilities, devices and operations as required for safety and convenience of the public within the work zone.

Do not maintain traffic over those portions of the project where no work is to be accomplished or where construction operations will not affect existing roads. Do not obstruct or create a hazard to any traffic during the performance of the work, and repair any damage to existing pavement open to traffic.

102-2 Materials.

Meet the following requirements:

Bituminous Adhesive .....Section 970
Temporary Retroreflective Pavement Markers...Section 990
Paint .....Section 971
Removable Tape .....Section 990
Glass Spheres .....Section 971
Temporary Traffic Control Device Materials .....Section 990
Retroreflective and Nonreflective Sheeting
for Temporary Traffic Control Devices .....Section 994

102-2.1 Temporary Traffic Control Devices: Use only the materials meeting the requirements of Section 990, Section 994, Design Standards and the Manual on Uniform Traffic Control Devices (MUTCD).

102-2.2 Detour: Provide all materials for the construction and maintenance of all detours.

102-2.3 Commercial Materials for Driveway Maintenance: Provide materials of the type typically used for base, including reclaimed asphalt pavement (RAP) material, and having stability and drainage properties that will provide a firm surface under wet conditions.

102-3 Specific Requirements.

102-3.1 Beginning Date of Contractor's Responsibility: Maintain traffic starting the day work begins on the project or on the first day Contract Time is charged, whichever is earlier.

102-3.2 Worksite Traffic Supervisor: Provide a Worksite Traffic Supervisor who is responsible for initiating, installing, and maintaining all temporary traffic control devices as described in this Section and the Contract Documents. Provide all equipment and materials needed to set up, take down, maintain traffic control, and handle traffic-related situations. Use approved alternate Worksite Traffic Supervisors when necessary.

The Worksite Traffic Supervisor must meet the personnel qualifications specified in Section 105.

The Worksite Traffic Supervisor is to perform the following duties:

1. On site direction of all temporary traffic control on the project.
2. Is on site during all set up and take down, and performs a drive through inspection immediately after set up.
3. Is on site during all nighttime operations ensuring proper temporary traffic control.
4. Immediately corrects all safety deficiencies and corrects minor deficiencies that are not immediate safety hazards within 24 hours.
5. Is available on a 24 hour per day basis and present at the site within 45 minutes after notification of an emergency situation and is prepared to respond to maintain temporary traffic control or to provide alternate traffic arrangements.
6. Conducts daily daytime and weekly nighttime inspections of projects with predominately daytime work activities, and daily nighttime and weekly daytime inspections of projects with predominantly nighttime work activities of all traffic control devices, traffic flow, pedestrian, bicyclist, and business accommodations.

Advise the project personnel of the schedule of these inspections and give them the opportunity to join in the inspection as deemed necessary. Pedestrians are to

be accommodated with a safe, accessible travel path around work sites separated from mainline traffic in compliance with the Americans with Disabilities Act (ADA) Standards for Transportation Facilities. Maintain existing or detour bicycle facilities satisfactorily throughout the project limits. Existing businesses in work areas are to be provided with adequate entrances for vehicular and pedestrian traffic during business hours.

The Department may disqualify and remove from the project a Worksite Traffic Supervisor who fails to comply with the provisions of this Section. The Department may temporarily suspend all activities, except traffic, erosion control and such other activities that are necessary for project maintenance and safety, for failure to comply with these provisions.

102-3.3 Lane Closure Information System: Approval for all lane closures, mobile operations, and traffic pacing operations is required. Submit routine requests fourteen calendar days in advance of all lane closures, mobile operations, and traffic pacing operations at the following URL address: https://lcis.dot.state.fl.us/. For unforeseen events that require cancelling or rescheduling lane closures, mobile operations, and traffic pacing operations, revise the lane closure request as soon as possible.

102-4 Alternative Traffic Control Plan.

The Contractor may propose an alternative traffic control plan (TCP) to the plan presented in the Contract Documents. The Contractor's Engineer of Record must sign and seal the alternative plan and submit to the Engineer. Prepare the TCP in conformance with and in the form outlined in the current version of the Department's Plans Preparation Manual. Indicate in the plan a TCP for each phase of activities. Take responsibility for identifying and assessing any potential impacts to a utility that may be caused by the alternate TCP proposed by the Contractor, and notify the Department in writing of any such potential impacts to utilities.

Engineer's approval of the alternate TCP does not relieve the Contractor of sole responsibility for all utility impacts, costs, delays or damages, whether direct or indirect, resulting from Contractor initiated changes in the design or construction activities from those in the original Contract Specifications, Design Plans (including TCPs) or other Contract Documents and which effect a change in utility work different from that shown in the Utility Plans, joint project agreements or utility relocation schedules.

The Department reserves the right to reject any alternative TCP. Obtain the Engineer's written approval before beginning work using an alternate TCP. The Engineer's written approval is required for all modifications to the TCP. The Engineer will only allow changes to the TCP in an emergency without the proper documentation.

102-5 Traffic Control.

102-5.1 Standards: FDOT Design Standards are the minimum standards for the use in the development of all TCPs. The MUTCD, Part VI is the minimum national standard for traffic control for highway construction, maintenance, and utility operations. Follow the basic principles and minimum standards contained in these documents for the design, application, installation, maintenance, and removal of all traffic control devices, warning devices and barriers which are necessary to protect the public and workers from hazards within the project limits.

102-5.2 Maintenance of Roadway Surfaces: Maintain all lanes that are being used for the MOT, including those on detours and temporary facilities, under all weather conditions. Keep

the lanes reasonably free of dust, potholes and rutting. Provide the lanes with the drainage facilities necessary to maintain a smooth riding surface under all weather conditions.

102-5.3 Number of Traffic Lanes: Maintain one lane of traffic in each direction. Maintain two lanes of traffic in each direction at existing four (or more) lane cross roads, where necessary to avoid undue traffic congestion. Construct each lane used for MOT at least as wide as the traffic lanes existing in the area before commencement of construction. Do not allow traffic control and warning devices to encroach on lanes used for MOT.

The Engineer may allow the Contractor to restrict traffic to one-way operation for short periods of time provided that the Contractor employs adequate means of traffic control and does not unreasonably delay traffic. When a construction activity requires restricting traffic to one-way operations, locate the flaggers within view of each other when possible. When visual contact between flaggers is not possible, equip them with 2-way radios, official, or pilot vehicles, or use traffic signals.

102-5.4 Crossings and Intersections: Provide and maintain adequate accommodations for intersecting and crossing traffic. Do not block or unduly restrict any median opening, road or street crossing the project unless approved by the Engineer. Before beginning any construction, submit to the Engineer the names and phone numbers of persons that can be contacted when signal operation malfunctions.

102-5.5 Access for Residences and Businesses: Provide continuous access to all residences and all places of business.

102-5.6 Protection of the Work from Injury by Traffic: Where traffic would be injurious to a base, surface course, or structure constructed as a part of the work, maintain all traffic outside the limits of such areas until the potential for injury no longer exists.

102-5.7 Flagger: Provide flaggers to control traffic when traffic in both directions must use a single lane and in other situations as required. All flaggers must meet the personnel qualifications specified in Section 105.

102-5.8 Conflicting Pavement Markings: Where the lane use or where normal vehicle or pedestrian paths are altered during construction, remove all pavement markings (paint, tape, thermoplastic, retroreflective pavement markers, etc.) that will conflict with the adjusted vehicle or pedestrian paths. Use of paint to cover conflicting pavement markings is prohibited. Remove conflicting pavement markings using a method that will not damage the surface texture of the pavement and which will eliminate the previous marking pattern regardless of weather and light conditions.

Remove all pavement markings that will be in conflict with "next phase of operation" vehicle pedestrian paths as described above, before opening to vehicle traffic or use by pedestrians.

Cost for removing conflicting pavement markings (paint, tape, thermoplastic, retroreflective pavement markers, etc.) to be included in Maintenance of Traffic, lump sum.

102-5.9 Vehicle and Equipment Visibility: Equip all pickups and automobiles used on the project with a minimum of one Class 2 warning light that meets the Society of Automotive Engineers Recommended Practice SAE J595, dated November 1, 2008, or SAE J845, dated December 1, 2007, and incorporated herein by reference. Existing lights that meet SAE J845, dated March, 1992, or SAE J1318, dated April, 1986, may be used to their end of service life. The warning lights must be a high intensity amber or white rotating, flashing, oscillating or strobe light. Lights must be unobstructed by ancillary vehicle equipment such as ladders, racks or booms and be visible 360 degrees around the vehicle. If the light is obstructed, additional lights

will be required. The lights must be operating when the vehicle is in a work area where a potential hazard exists, when operating at less than the average speed for the facility while performing work activities, making frequent stops or called for in the Plans or Design Standards.

Equip all other vehicles and equipment with a minimum of 4 square feet of retroreflective sheeting or warning lights.

102-5.10 No Waiver of Liability: Conduct operations in such a manner that no undue hazard results due to the requirements of this Article. The procedures and policies described herein in no way acts as a waiver of any terms of the liability of the Contractor or his surety.

102-6 Detours.

102-6.1 General: Construct and maintain detour facilities wherever it becomes necessary to divert traffic from any existing roadway or bridge, or wherever construction operations block the flow of traffic.

102-6.2 Construction: Plan, construct, and maintain detours for the safe passage of traffic in all conditions of weather. Provide the detour with all facilities necessary to meet this requirement. Where pedestrian facilities are detoured, blocked or closed during the work, provide safe alternate accessible routes through or around the work zone meeting the requirements of the ADA Standards for Transportation Facilities.

When the Plans call for the Department to furnish detour bridge components, construct the pile bents in accordance with the Plans, unless otherwise authorized by the Engineer.

Provide two Contractor representatives, who will be directly involved in the erection of Department-owned temporary bridging, to attend a mandatory one-day training session to be conducted at the Department's storage facility. No bridging will be released to the Contractor prior to the completion of this training.

Submit the following: company name, phone number, office address, project contact person, names of the representatives who will attend the training described above, project number, detour bridge type, bridge length, span length, location and usage time frames, to the Engineer at least 30 calendar days before the intended pick-up date, to obtain the storage facility location and list of components for the project. Upon receipt, the Engineer will, within 10 calendar days submit an approved material list to the Contractor and the appropriate Department storage yard.

Submit the name of the representative with authority to pick up components, to the Engineer at least 10 calendar days before the proposed pick-up date. The Department is not obligated to load the bridge components without this notice. Take responsibility and sign for each item loaded at the time of issuance.

Provide timber dunnage, and transport the bridge components from the designated storage facility to the job site. Unload, erect, and maintain the bridge, then dismantle the bridge and load and return the components to the designated storage facility.

Notify the Engineer in writing at least 10 calendar days before returning the components. Include in this notice the name of the Contractor's representative authorized to sign for return of the bridge components. The yard supervisor is not obligated to unload the bridge components without this notice.

The Department will provide equipment and an operator at the Department's storage facility to assist in loading and unloading the bridge components. Furnish all other labor and equipment required for loading and unloading the components.

The Department's representative will record all bridge components issued or returned on the Detour Bridge Issue and Credit Ticket. The tickets must be signed by a Department and a Contractor representative, after loading or unloading each truck to document the quantity and type of bridging issued or returned.

Bind together all bridge components to be returned in accordance with the instructions given by the storage facility. The yard supervisor will repack components that are not packed in compliance with these instructions. Upon request, written packing instructions will be made available to the Contractor, before dismantling of the bridge for return to the Department's storage facility.

Assume responsibility for any shortage or damage to the bridge components. Monies due the Contractor will be reduced at the rate of $35.00 per hour plus materials for repacking, repairs or replacement of bridge components.

The skid resistance of open steel grid decking on the detour bridge may decrease gradually after opening the bridge to traffic. The Department will furnish a pneumatic floor scabbler machine for roughening the roadway surface of the detour bridge decking. Provide an air compressor at the job site with 200 cubic feet per minute capacity, 90 psi air pressure for the power supply of the machine, and an operator. Transport the scabbler machine to and from the Department's structures shop. Repair any damage to the scabbler machine caused by operations at no expense to the Department. Perform scabbling when determined necessary by the Engineer. The Department will pay for the cost of scabbling as Unforeseeable Work in accordance with 4-4.

Return the bridge components to the designated storage facility beginning no later than 10 calendar days after the date the detour bridge is no longer needed, the date the new bridge is placed in service, or the date Contract Time expires, whichever is earliest. Return the detour bridging at an average of not less than 200 feet per week. Upon failure to return the bridge components to the Department within the time specified, compensate the Department for the bridge components not returned at the rate of $5.00 per 10 feet, per day, per bridge, for single lane; and $10.00 per 10 feet, per day, per bridge, for dual lane until the bridge components are returned to the Department.

102-6.3 Construction Methods: Select and use construction methods and materials that provide a stable and safe detour facility. Construct the detour facility to have sufficient durability to remain in good condition, supplemented by maintenance, for the entire period that the detour is required.

102-6.4 Removal of Detours: Remove detours when they are no longer needed and before the Contract is completed. Take ownership of all materials from the detour and dispose of them, except for the materials on loan from the Department with the stipulation that they are returned.

102-6.5 Detours Over Existing Roads and Streets: When the Department specifies that traffic be detoured over roads or streets outside the project area, do not maintain such roads or streets. However, maintain all signs and other devices placed for the purpose of the detour.

102-6.6 Operation of Existing Movable Bridges: The Department will maintain and operate existing moveable bridges that are to be removed by the Contractor until such time as they are closed to traffic. During this period, make immediate repairs of any damage to such structures caused by use or operations related to the work at no expense to the Department, but do not provide routine repairs or maintenance. In the event that use or operations result in

damage to a bridge requiring repairs, give such repairs top priority to any equipment, material, or labor available.

102-7 Traffic Control Officer.

Provide uniformed law enforcement officers, including marked law enforcement vehicles, to assist in controlling and directing traffic in the work zone when the following types of work is necessary on projects:

1. Directing traffic/overriding the signal in a signalized intersection.
2. When Design Standards, Index No. 619 is used on freeway facilities (interstates, toll roads, and expressways) at nighttime for work within the travel lane.
3. When Design Standards, Index No. 655 Traffic Pacing for overhead work is called for in the Plans or approved by the Engineer.
4. When pulling conductor/cable above an open traffic lane on limited access facilities, when called for in the Plans or approved by the Engineer.
5. When Design Standards, Index No. 625 Temporary Road Closure 5 Minutes or Less is used.

102-8 Driveway Maintenance.

102-8.1 General: Ensure that each residence and business has safe, stable, and reasonable access.

102-8.2 Construction Methods: Place, level, manipulate, compact, and maintain the material, to the extent appropriate for the intended use.

As permanent driveway construction is accomplished at a particular location, the Contractor may salvage and reuse previously placed materials that are suitable for reuse on other driveways.

102-9 Temporary Traffic Control Devices.

102-9.1 Installation and Maintenance: Install and maintain temporary traffic control devices as detailed in the Plans, Index 600 of the Design Standards and when applicable, in accordance with the approved vendor drawings, as provided on the Department's Approved Product List (APL). Erect the required temporary traffic control devices to prevent any hazardous conditions and in conjunction with any necessary traffic re-routing to protect the traveling public, workers, and to safeguard the work area. Use only those devices that are on the APL or meeting the requirements of the Design Standards. Immediately remove or cover any devices that do not apply to existing conditions.

All temporary traffic control devices must meet the requirements of National Cooperative Highway Research Program Report 350 (NCHRP 350) or the Manual for Assessing Safety Hardware 2009 (MASH) and current FHWA directives. Manufacturers seeking evaluation must submit certified test reports showing that their product meets all test requirements set forth by NCHRP 350 or the MASH. Manufacturers seeking evaluation of Category I devices for inclusion on the APL shall include the manufacturer's self-certification letter. Manufacturer's seeking evaluation of Category II and Category III devices for inclusion on the APL shall include the FHWA WZ numbered acceptance letter with attachments and vendor drawings of the device in sufficient detail to enable the Engineer to distinguish between this and similar devices. For devices requiring field assembly or special site preparation, vendor drawings shall include all field assembly details and technical information necessary for proper application and installation.

Vendor drawings for Category III devices and automated flagger assistance devices (AFADs) must be signed and sealed by a Professional Engineer registered in the State of Florida. Manufacturers seeking evaluation of Category IV devices for inclusion on the APL must comply with the requirements of Section 990 and include detailed vendor drawings of the device along with technical information necessary for proper application, field assembly and installation.

The APL number is to be permanently marked on the device at a readily visible location. Sheeting used on devices is exempt from this marking requirement.

Notify the Engineer in writing of any scheduled operation that will affect traffic patterns or safety sufficiently in advance of commencing such operation to permit review of the plan for the proposed installation of temporary traffic control devices.

Assign an employee the responsibility of maintaining the position and condition of all temporary traffic control devices throughout the duration of the Contract. Keep the Engineer advised at all times of the identification and means of contacting this employee on a 24 hour basis.

Maintain temporary traffic control devices in the correct position, properly oriented, clearly visible and clean, at all times. All applicable temporary traffic control devices must meet the classification level of Acceptable as defined in the American Traffic Safety Services Association (ATSSA) Quality Guidelines for Temporary Traffic Control Devices and Features. Immediately repair, replace or clean damaged, defaced or dirty devices. Traffic control devices must not be cleaned while installed/used. Use of warning lights on any temporary traffic control device is prohibited, with the exception of the trailer mounted portable regulatory signs.

Employ an approved independent Channelizing Device Supplier (CDS) to provide and maintain the condition of the following non-fixed channelizing devices: drums, cones, vertical panels, barricades, tubular markers, and longitudinal channeling devices. Cones may be provided and maintained by the Contractor.

The CDS shall not be affiliated with the Contractor and shall be approved by the Engineer in accordance with 102-9.1.1. The CDS shall submit a monthly certification on letterhead that the channelizing devices mentioned above installed/used within the work zone meet acceptable standards as outlined in ATSSA Quality Guidelines for Temporary Traffic Control Devices and Features. If the Contractor chooses to provide and maintain cones, the Contractor must submit a monthly certification on letterhead that all cones installed/used within the work zone meet acceptable standards as outlined in ATSSA Quality Guidelines for Temporary Traffic Control Devices and Features, and the CDS shall submit the monthly certification for any other channelizing devices installed/used within the work zone. The certification shall include the following statement, "I certify that I have provided and maintained the following devices <list devices covered under the certification> in accordance with the ATSSA Quality Guidelines for Temporary Traffic Control Devices and Features."

102-9.1.1 Approved Independent Channelizing Device Supplier (CDS) Requirements: Submit the following documents to the Engineer for independent CDS approval at the preconstruction conference. A CDS may elect to provide a one-time submittal of this information to the State Construction Office for review and pre-approval. Department approved CDSs are listed on the State Construction Office website. Inform the Engineer at the preconstruction conference of this approval.

1. A letter on company letterhead signed and dated by the owner of the company or company officer with the following information and statements:

a. The company's owners, stockholders, and officers.

b. A statement declaring that the company will not perform as a CDS on any project where there is common ownership, directly or indirectly, between the company and the Contractor.

c. A statement declaring that the company will furnish and maintain the condition of all channelizing devices with the exception of cones as required in 102-9.1 with its own forces.

d. A statement declaring at least five years of experience in providing channelizing device supplier services, with its own inventory of channelizing devices.

e. On a separate sheet, list a sample project history of the company's experience as a channeling device supplier for the five years declared in item 1(d) above including the following information:

1. Project name and number and a brief description of CDS work performed,
2. Beginning and ending date of CDS project activities,
3. Location of project (city, state),
4. Monetary amount of CDS work on project,
5. Owner of project, contact person and phone number with area code,
6. Name of Contractor (client) that the work was performed for and phone number with area code.

2. A maintenance plan for approval by the Department that outlines the frequency and methods for maintaining the condition of all channelizing devices, except cones owned and maintained by the Contractor, installed/used in the work zone.

102-9.2 Work Zone Signs: Furnish, install, maintain, remove and relocate signs in accordance with the Plans and Design Standards, Index No. 600. Use signs that meet the material and process requirements of Section 994. Use Type IV sheeting for fluorescent orange work zone signs. Roll-up signs must meet the requirements of Type VI sheeting. Use Type IV or Type XI sheeting for all other work zone signs. Attach the sign to the sign support using hardware meeting the manufacturer's recommendations on the APL vendor drawings or as specified in the Design Standards.

102-9.2.1 Post Mounted Signs: Meet the requirements of 990-8.

102-9.2.2 Portable Signs: Use only approved systems, which includes sign stands and attachment hardware (nuts, bolts, clamps, brackets, braces, etc.), meeting the vendor requirements specified on the APL drawings. Provide Federal Highway Administration's (FHWA) accepted sign substrate for use with accepted sign stands on the National Highway System (NHS) under the provisions of the NCHRP Report 350 "Recommended Procedures for the Safety Performance Evaluation of Highway Features."

102-9.2.3 Barrier Mounted Signs: If post mounting criteria cannot be achieved in accordance with Design Standards, Index No. 600 and a barrier or traffic railing exists, use temporary sign criteria provided in Design Standards, Index No. 11871.

102-9.3 Business Signs: Provide and place signs in accordance with the Plans and Design Standards, Index No. 600 series. Furnish signs having retroreflective sheeting meeting the requirements of Section 990.

102-9.4 Project Information Signs: Provide and place signs in accordance with the Plans and Design Standards, Index No. 600 series. Furnish signs having retroreflective sheeting meeting the requirements of Section 990.

102-9.5 Channelizing Devices: Furnish and install channelizing devices in accordance with the Plans and Design Standards.

102-9.5.1 Retroreflective Collars for Traffic Cones: Use collars for traffic cones listed on the APL that meet the requirements of Section 990. Use cone collars at night designed to properly fit the taper of the cone when installed. Place the upper 6 inch collar a uniform 3-1/2 inches distance from the top of the cone and the lower 4 inch collar a uniform 2 inches distance below the bottom of the upper 6 inch collar. Collars are to be capable of being removed for temporary use or attached permanently to the cone in accordance with the manufacturer's recommendations. Provide a white sheeting having a smooth outer surface and that has the property of a retroreflector over its entire surface.

102-9.5.2 Longitudinal Channelizing Devices (LCDs): Use LCDs listed and categorized on the APL as vehicular, pedestrian or vehicular/pedestrian. Retroreflective sheeting must meet the requirements of Section 990. LCDs must be interlocked except for the stand-alone unit placed perpendicular to a sidewalk. For LCDs requiring internal ballasting, an indicator that clearly identifies the proper ballast level will be required. For LCDs requiring external ballasting, the ballasting methods must be detailed in the APL drawings including ballasting type and minimum weight.

Joints on the pedestrian LCDs must be free of sharp edges and have a maximum offset of 1/8 inch in any plane.

Use alternating orange and white solid color vehicular LCDs. Vehicular LCDs may be substituted for drums, vertical panels, or barricades.

102-9.6 Temporary Barrier: Furnish, install, maintain, remove and relocate temporary barrier in accordance with the Plans. Obtain and use precast temporary concrete barrier from a manufacturing plant that is on the Department's Production Facility Listing. Producers seeking inclusion on the list shall meet the requirements of Section 105. Temporary concrete barrier must meet the material and construction requirements of Section 521 unless noted otherwise in the Design Standards.

The maximum allowable height increase between consecutive temporary barrier units in the direction of traffic is 1 inch.

Temporary barrier used on roadway sections must comply with Design Standards, Index Nos. 412, 415 or 414. Temporary barrier used on bridge and retaining wall sections must comply with Design Standards, Index No 414.

Temporary water filled barrier used on roadway sections shall meet the NCHRP Report 350 or MASH TL-3 criteria and be listed on the APL.

Barriers meeting the requirements of Design Standards, Index Nos. 412, 415, or temporary water filled barriers listed on the APL will not be accepted as an alternate to barriers meeting the requirements of Design Standards, Index No. 414. Temporary steel barrier may be used as an alternative to Design Standards, Index No. 414. Temporary steel barrier shall meet the NCHRP Report 350 or MASH TL-3 criteria and be listed on the APL.

Trailer mounted barriers listed on the APL may be used at the option of the Contractor. Trailer mounted barriers listed on the APL must have an FHWA eligibility letter and be successfully crash tested in accordance with MASH TL-3 criteria. All trailer mounted barriers must be equipped with an APL listed truck mounted attenuator, an APL listed vehicle mounted arrow board and vehicle warning lights in accordance with this Section.

102-9.6.2.1 Temporary Barrier Meeting the Requirements of Design Standards, Index Nos. 412 and 414: Ensure the marking requirements of the respective Index are met.

102-9.6.2.2: Proprietary Precast Temporary Concrete Barrier Fabricated prior to 2005: The Contractor must submit a certification stating that all unmarked barrier units meet the requirements of the Specifications and the Design Standards. Certifications will be project specific and non-transferable.

102-9.6.2.3 Proprietary Precast Temporary Concrete Barrier Fabricated in 2005 or later: Ensure each barrier unit has permanent clear markings, showing the manufacture date, serial number, manufacturer's name or symbol, and the APL number. Label the markings on a plate, plaque, or cast in the unit. Proprietary barrier fabricated prior to 2016 and marked with the "INDX 521" in lieu of the APL number will be permitted.

102-9.7 Barrier Delineators: Install barrier delineators on top of temporary barrier and vehicular LCDs meeting the requirements of the Design Standards and Section 705.

102-9.8 Temporary Glare Screen: Use temporary glare screens listed on the APL that meet the requirements of Section 990. Furnish, install, maintain, remove and relocate glare screen systems in conjunction with temporary barrier at locations identified in the Plans.

The anchorage of the glare screen to the barrier must be capable of safely resisting an equivalent tensile load of 600 pounds per foot of glare screen, with a requirement to use a minimum of three fasteners per barrier section.

When glare screen is utilized on temporary barrier, barrier delineators will not be required.

102-9.9 Temporary Crash Cushion (Redirective/Gating): Furnish, install, maintain and subsequently remove temporary crash cushions in accordance with the details and notes shown in the Plans, the Design Standards, and requirements of the pre-approved alternatives listed on the APL. Delineate the crash cushion in accordance with Section 544. Maintain the crash cushions until their authorized removal. Repair all attachment scars to permanent structures and pavements after crash cushion removal. Make necessary repairs due to defective material, work, or Contractor operations at no cost to the Department. Restore crash cushions damaged by the traveling public within 24 hours after notification as authorized by the Engineer.

102-9.10 Temporary Guardrail: Furnish temporary guardrail in accordance with the Plans and Design Standards. Meet the requirements of Section 536.

102-9.11 Arrow Board: Furnish arrow boards that meet the requirements of Section 990 as required by the Plans and Design Standards to advise approaching traffic of lane closures or shoulder work. Type B arrow boards may be used on low to intermediate speed (0 mph to 50 mph) facilities or for maintenance or moving operations on any speed facility. Type C arrow boards must be used for all other operations on high-speed (50 mph and greater) facilities and may be substituted for Type B arrow boards on any speed facility.

102-9.12 Portable Changeable Message Sign (PCMS): Furnish PCMSs or truck mounted changeable message signs that meet the requirements of Section 990 as required by the Plans and Design Standards to supplement other temporary traffic control devices used in work zones.

102-9.13 Portable Regulatory Signs (PRS): Furnish PRSs that meet the requirements of Section 990 as required by the Plans and Design Standards.
Activate portable regulatory signs only during active work activities and deactivate when no work is being performed.

102-9.14 Radar Speed Display Unit (RSDU): Furnish RSDUs that meet the requirements of Section 990 as required by the Plans and Design Standards to inform motorists of the posted speed and their actual speed.

Activate the radar speed display unit only during active work activities and deactivate when no work is being performed.

102-9.15 Temporary Signalization and Maintenance: Provide temporary signalization and maintenance at existing, temporary, and new intersections including but not limited to the following:

1. Installation of temporary poles and span wire assemblies as shown in the Plans,
2. Temporary portable traffic signals as shown in the Plans,
3. Adding or shifting signal heads,
4. Trouble calls,
5. Maintaining intersection and coordination timing and preemption devices. Coordination timing will require maintaining functionality of system communications.

Restore any loss of operation within 12 hours after notification. Provide alternate temporary traffic control until the signalization is restored.

Provide traffic signal equipment that meets the requirements of the Design Standards and 603-2. The Engineer may approve used signal equipment if it is in acceptable condition. Replacement components for traffic signal cabinet assemblies will be provided by the maintaining agency. For temporary signals used for lane closure operations on two-lane, two-way roadways meet the requirements in 102-9.21.

102-9.16 Temporary Traffic Detection and Maintenance: Provide temporary traffic detection and maintenance at existing, temporary, and new signalized intersections. Provide temporary traffic detection equipment listed on the APL. Restore any loss of detection within 12 hours. Ensure 90% accuracy per signal phase, measured at the initial installation and after any lane shifts, by comparing sample data collected from the detection system with ground truth data collected by human observation. Collect the sample and ground truth data for a minimum of five minutes during a peak and five minutes during an off-peak period with a minimum three detections for each signal phase. Perform the test in the presence of the Engineer.

102-9.17 Truck Mounted Attenuators and Trailer Mounted Attenuators: Furnish, install and maintain only those attenuators that meet the requirements of NCHRP 350 or the MASH.

Use truck mounted attenuators or trailer mounted attenuators, when called for in the Design Standards. Use attenuators listed on the APL.

When attenuators are called for, use either a truck mounted attenuator or a trailer mounted attenuator system designed and installed in accordance with the manufacturers recommendations.

Equip the attenuator cartridge with lights and reflectors in compliance with applicable Florida motor vehicle laws, including turn signals, dual tail lights, and brake lights. Ensure that lights are visible in both the raised and lowered positions if the unit is capable of being raised.

Install either alternating black with yellow or white with orange sheeting on the rear of trailer mounted attenuators and on truck mounted attenuators, in both the operating and raised position. Use Type III (work zone) or Type IV sheeting consisting of 4 or 6 inch wide

stripes installed to form chevrons that point upward. All sheeting except black must be retroreflective.

Attenuators will not be paid for separately. Include the cost of the truck with either a truck mounted attenuator or a trailer mounted attenuator in Maintenance of Traffic, lump sum. Payment includes all costs, including furnishing, maintaining and removal when no longer required, and all materials, labor, tools, equipment and incidentals required for attenuator maintenance.

102-9.18 Temporary Raised Rumble Strip Set: Furnish, install, maintain, remove, and reinstall temporary raised rumble strips per the manufacturer's recommendations and in accordance with Design Standards, Index No. 603.

The temporary raised rumble strip may be either a removable polymer striping tape or a molded engineered polymer material.

102-9.19 Automated Flagger Assistance Devices (AFAD): Furnish, install, maintain, remove, and relocate AFADs in accordance with the Plans, Design Standards, Index No. 603, and APL vendor drawings. Manufacturers seeking evaluation of their product for the APL must submit an application in accordance with Section 6 and include detailed vendor drawings showing typical application of the device in accordance with Design Standards, Index No.603.

Position AFADs where they are clearly visible to oncoming traffic. AFADs may be placed on the centerline if they have been successfully crash tested in accordance with MASH TL-3 criteria. A gate arm is required in accordance with Section 990 if a single AFAD is used on the shoulder to control one direction of traffic.

The devices may be operated either by a single flagger at one end of the traffic control zone, from a central location, or by a separate flagger near each device location. Use only flaggers trained in accordance with Section 105 and in the operation of the AFAD. When in use, each AFAD must be in view of, and attended at all times by, the flagger operating the device.

Provide two flaggers on-site and use one of the following methods in the deployment of AFADs:

1. Place an AFAD at each end of the temporary traffic control zone, or
2. Place an AFAD at one end of the temporary traffic control zone and a flagger at the opposite end.

A single flagger may simultaneously operate two AFADs as described in (1) or a single AFAD as described in (2) if all of the following conditions are met:

1. The flagger has an unobstructed view of the AFAD(s),
2. The flagger has an unobstructed view of approaching traffic in both directions,
3. For two AFADs, the AFADs are less than 800 feet apart. For one AFAD, the AFAD and the flagger are less than 800 feet apart.
4. Two flaggers are available on-site to provide normal flagging operations should an AFAD malfunction.

AFADs may be either a remotely controlled Stop/Slow AFAD mounted on either a trailer or a movable cart system, or a remotely controlled Red/Yellow Lens AFAD.

Illuminate the flagging station when the AFAD is used at night. When the AFAD is not in use, remove or cover signs and move the AFAD device outside the clear zone or shield it with a barrier.

AFADs will not be paid for separately. AFADs may be used as a supplement or an alternate to flaggers in accordance with the Plans, Design Standards, Index No. 603, and the APL vendor drawings. Include the cost for AFADs in Maintenance of Traffic, Lump Sum.

102-9.20 Temporary Lane Separator: Furnish, install, maintain, remove and relocate temporary lane separator in accordance with the Plans and Design Standards, Index No 600. Anchor the portable temporary lane separator with a removable anchor bolt. Use epoxy on bridge decks where anchoring is not allowed. Remove the epoxy from the bridge deck by hydroblasting or other method approved by the Engineer.

102-9.21 Temporary Signals for Lane Closures on Two-Lane, Two-Way Roadways: Temporary signals may be used as an alternate to flaggers for lane closure operations on two-lane, two-way roadways in accordance with the Plans, Design Standards, Index No. 606. Temporary signals must be listed on the APL. Include the cost for these temporary signals in Maintenance of Traffic, lump sum.

102-10 Work Zone Pavement Marking.

102-10.1 Description: Furnish and install work zone pavement markings for MOT in construction areas and in close conformity with the lines and details shown in the Plans and Design Standards.

Centerlines, lane lines, edge lines, stop bars, standard crosswalks, and turn arrows will be required in work zones prior to opening the road to traffic.

102.10.2 Painted Pavement Markings:

102-10.2.1 General: Use painted pavement markings meeting the requirements of Section 710. Use standard paint unless otherwise identified in the Plans or approved by the Engineer.

102-10.3 Removable Tape:

102-10.3.1 General: Use removable tape listed on the APL as shown in the Plans and meeting the requirements of 990-4.

102-10.3.2 Application: Apply removable tape with a mechanical applicator to provide pavement lines that are neat, accurate and uniform. Equip the mechanical applicator with a film cut-off device and with measuring devices that automatically and accumulatively measure the length of each line placed within an accuracy tolerance of plus or minus 2%. Ensure removable tape adheres to the road surface. Removable tape may be placed by hand on short sections, 500 feet or less, if it is done in a neat accurate manner.

102-10.3.3 Retroreflectivity: Apply white and yellow pavement markings that will attain an initial retroreflectivity of not less than 300 $mcd/lx \cdot m^2$ for white and contrast markings and not less than 250 $mcd/lx \cdot m^2$ for yellow markings. Black portions of contrast tapes and black masking tapes must be non-reflective and have a reflectance of less than 5 $mcd/ lx \cdot m^2$. At the end of the six month service life, the retroreflectance of white and yellow removable tape shall not be less than 150 $mcd/ lx \cdot m^2$.

102-10.3.4 Removability: Provide removable tape capable of being removed from bituminous concrete and portland cement concrete pavement intact or in substantially large strips, either manually or by a mechanical roll-up device, at temperatures above 40°F, without the use of heat, solvents, grinding or blasting.

102-10.4 Temporary Retroreflective Pavement Markers (RPM's): Use Class B RPMs for all locations, except centerline rumble striping operations, where Class D and Class B RPMs are required. All markers must be listed on the APL. Install all markers in accordance with the manufacturer's recommendations and in accordance with Design Standards, Index Nos. 519, 600, 17345, and 17352, prior to opening the road to traffic. After initial installation, replace markers any time more than three consecutive markers fail or are missing at no expense to the Department.

102-11 Method of Measurement.

102-11.1 General: Devices installed/used on the project on any calendar day or portion thereof, within the Contract Time, including time extensions which may be granted, will be paid for at the Contract unit price for the applicable pay item. Include the cost of any work that is necessary to meet the requirements of the Contract Documents for MOT under Maintenance of Traffic, lump sum when separate payment is not provided.

102-11.2 Traffic Control Officers: The quantity to be paid for will be at the Contract unit price per hour (4 hour minimum) for the actual number of officers certified to be on the project site, including any law enforcement vehicles and all other direct and indirect costs. Payment will be made only for those traffic control officers specified in the Plans and authorized by the Engineer.

102-11.3 Special Detours: When a diversion or lane shift that requires temporary pavement is shown in the Plans, the work of constructing, maintaining, and subsequently removing such detour facilities will be paid for as a special detour. However, traffic control devices, warning devices, barriers, signing, pavement markings, and restoration to final configuration will be paid for under their respective pay items.

When the Plans show more than one special detour, each special detour will be paid for separately, at the Contract lump sum price for each.

102-11.4 Commercial Material for Driveway Maintenance: The quantity to be paid for will be the certified volume, in cubic yards, of all materials authorized by the Engineer, acceptably placed and maintained for driveway maintenance. The volume, which is authorized to be reused, and which is acceptably salvaged, placed, and maintained in other designated driveways will be included again for payment.

102-11.5 Work Zone Signs: The number of temporary post-mounted signs (temporary regulatory, warning and guide) certified as installed/used on the project will be paid for at the Contract unit price for work zone signs. When multiple signs are located on single or multiple posts, each sign panel will be paid individually. Signs greater than 20 square feet and detailed in the Plans will be paid for under Maintenance of Traffic, lump sum.

Temporary portable signs (excluding mesh signs) and vehicular mounted signs will be included for payment under work zone signs, only if used in accordance with the Design Standards.

The number of temporary barrier mounted signs (temporary regulatory, warning and guide) certified as installed/used on the project will be paid for at the Contract unit price for barrier mounted work zone signs.

Work zone signs may be installed fourteen days prior to the start of Contract Time with the approval of the Engineer and at no additional cost to the Department.

102-11.6. Business Signs: The number of business signs certified as installed/used on the project will be paid for at the Contract unit price for business signs.

102-11.7 Project Information Signs: No separate payment will be made for project information signs. Payment will be included under Maintenance of Traffic, lump sum.

102-11.8 Channelizing Devices: The number of drums, vertical panels, pedestrian LCDs, and Type I, Type II, Type III, or direction indicator barricades, certified as installed/used on the project meeting the requirements of Design Standards, Index No. 600 and have been properly maintained will be paid for at the Contract unit prices for channelizing device. Payment for vehicular LCDs will be paid as the length in feet installed divided by the device spacing for barricades, vertical panels, and drums and certified as installed/used on the project meeting the requirements of Design Standards, Index No. 600 and have been properly maintained will be paid for at the Contract unit price for channelizing device. Payment will not be made for channelizing devices unsatisfactorily maintained, as determined by the Engineer. Payment will be made for each channelizing device that is used to delineate trailer mounted devices. Payment will be made for channelizing devices delineating portable changeable message signs during the period beginning 14 working days before Contract Time begins as authorized by the Engineer.

102-11.9 Temporary Barrier: The Contract unit price for temporary barrier will be full compensation for furnishing, installing, maintaining, and removing the barrier. When called for, the Contract unit price for barrier (temporary/relocate) will be full compensation for relocating the barrier. The certified quantity to be paid for will be determined by the number of sections times the nominal length of each section.

102-11.10 Barrier Delineators: No separate payment will be made for barrier delineators installed on top of temporary barrier and vehicular LCDs. Include the cost for barrier delineators in the cost of the barrier or vehicular LCD.

102-11.11 Temporary Glare Screen: The certified quantity to be paid for will be determined by the number of sections times the nominal length of each section.

102-11.12 Temporary Crash Cushions:

102-11.12.1 Redirective: The quantity to be paid for will be the number of temporary crash cushions (redirective) certified as installed/used and maintained on the project, including object marker.

102-11.12.2 Gating: The quantity to be paid for will be the number of temporary crash cushions (gating) certified as installed/used and maintained on the project, including object marker.

102-11.13 Temporary Guardrail: The quantity to be paid for will be the length, in feet, of temporary guardrail constructed and certified as installed/used on the project. The length of a run of guardrail will be determined as a multiple of the nominal panel lengths.

102-11.14 Arrow Board: The quantity to be paid at the contract unit price will be for the number of arrow boards certified as installed/used on the project on any calendar day or portion thereof within the Contract Time.

102-11.15 Portable Changeable Message Sign: The quantity to be paid at the Contract unit price will be for the number of PCMSs or truck mounted changeable message signs certified as installed/used on the project on any calendar day or portion thereof within the Contract Time. Payment will be made for each portable changeable message sign that is used during the period beginning fourteen working days before Contract Time begins as authorized by the Engineer.

102-11.16 Portable Regulatory Signs: The quantity to be paid for will be the number of portable regulatory signs certified as installed/used on the project on any calendar day or portion thereof within the Contract Time, will be paid for the Contract unit price for portable regulatory sign.

102-11.17 Radar Speed Display Unit: The quantity to be paid for will be the number of radar speed display units certified as installed/used on the project on any calendar day or portion thereof within the Contract Time, will be paid for the Contract unit price for radar speed display unit.

102-11.18 Temporary Signalization and Maintenance: For existing intersections, the certified quantity to be paid for will be the number of signalized intersections per day for the full duration of the Contract. For temporary intersections, the certified quantity to be paid for will be the number of signalized intersections per day for the duration of the temporary intersection. No separate payment will be made for temporary signalization and maintenance at new intersections.

102-11.19 Temporary Traffic Detection and Maintenance: For existing intersections, the certified quantity to be paid for will be the number of signalized intersections per day beginning the day Contract Time begins and ending the day the permanent detection is operational and the final lane configuration is in place. For temporary and new intersections, the certified quantity to be paid for will be the number of signalized intersections per day beginning the day the temporary detection is functional and ending the day: the permanent detection is operational and the final lane configuration is in place for a new intersection; or, when the detection is removed for a temporary intersection.

102-11.20 Work Zone Pavement Markings: The quantities of work zone pavement markings authorized and acceptably applied under this Section and certified as installed/used on the project, will be paid for as follows:

1. The length in gross miles, of solid, 10'-30' skip, 3'-9' dotted, 6'-10' dotted, and 2'-4' dotted lines.

The gross mile measurement will be taken as the distance from the beginning of the painted line to the end of the painted line and will include the unmarked gaps for skip and dotted lines. The gross mile measurement will not include designated unmarked lengths at intersections, turn lanes, etc. Final measurement will be determined by plan dimensions or stations, subject to 9-1.3.1.

2. The length, in linear feet, of transverse lines, diagonal lines, chevrons, and parking spaces.

3. The number of pavement messages, symbols, and arrows. Each arrow is paid as a complete marking, regardless of the number of "points" or directions.

4. The number of temporary RPM's authorized and acceptably applied.

102-11.21 Temporary Raised Rumble Strips: The quantity to be paid for will be the number of calendar days, or portions thereof, that temporary raised rumble strips are certified as installed/used on the project within the Contract Time. The number of strips used must meet the requirements of the Design Standards, Index No. 603. No adjustment will be made to the per day measurement for the number of strips or sets used, or for the number of times the sets are relocated.

102-11.22 Temporary Lane Separator: The quantity to be paid for will be the field measure, in feet, of temporary lane separator certified as installed/used on the project, including drainage gaps, completed and accepted.

102-12 Submittals.

102-12.1 Submittal Instructions: Prepare a certification of quantities, using the Department's current approved form, for certified MOT payment items for each project in the

Contract. Submit the certification of quantities to the Engineer. The Department will not pay for any disputed items until the Engineer approves the certification of quantities.

102-12.2 Contractor's Certification of Quantities: Request payment by submitting a certification of quantities no later than Twelve O'clock noon Monday after the estimate cut-off date or as directed by the Engineer, based on the amount of work done or completed. Ensure the certification consists of the following:

1. Contract Number, FPID Number, Certification Number, Certification Date and the period that the certification represents.

2. The basis for arriving at the amount of the progress certification, less payments previously made and less an amount previously retained or withheld. The basis will include a detail breakdown provided on the certification of items of payment in accordance with 102-13. After the initial setup of the MOT items and counts, the interval for recording the counts will be made weekly on the certification sheet unless there is a change. This change will be documented on the day of occurrence. Some items may necessitate a daily interval of recording the counts.

102-13 Basis of Payment.

102-13.1 Maintenance of Traffic (General Work): When an item of work is included in the proposal, price and payment will be full compensation for all work and costs specified under this Section except as may be specifically covered for payment under other items.

102-13.2 Traffic Control Officers: Price and payment will be full compensation for the services of the traffic control officers.

102-13.3 Special Detours: Price and payment will be full compensation for providing all detour facilities shown in the Plans and all costs incurred in carrying out all requirements of this Section for general MOT within the limits of the detour, as shown in the Plans.

102-13.4 Commercial Materials for Driveway Maintenance: Price and payment will be full compensation for all work and materials specified for this item, including specifically all required shaping and maintaining of driveways.

102-13.5 Work Zone Signs: Price and payment will be full compensation for all work and materials for furnishing signs, supports and necessary hardware, installation, relocating, maintaining and removing signs.

102-13.6. Business Signs: Price and payment will be full compensation for all materials and labor required for furnishing, installing, relocating, maintaining, and removing the signs as well as the cost of installing any logos provided by business owners.

102-13.7 Project Information Signs: Price and payment will be full compensation for all materials and labor for furnishing, installing, relocating, maintaining and removing signs.

102-13.8 Channelizing Devices: Prices and payment will be full compensation for furnishing, installing, relocating, maintaining and removing the channelizing devices.

102-13.9 Temporary Barrier: Price and payment will be full compensation for furnishing, installing, maintaining, and removing the barrier. When called for, temporary barrier (relocate) will be full compensation for relocating the barrier.

102-13.10 Temporary Glare Screen: Price and payment will be full compensation for furnishing, installing, maintaining, and removing the glare screen certified as installed/used on the project. When called for, glare screen (relocate) will be full compensation for relocating the glare screen.

102-13.11 Temporary Crash Cushion (Redirective/Gating): Price and payment will be full compensation for furnishing, installing, maintaining and subsequently removing such crash cushions.

102-13.12 Temporary Guardrail: Price and payment will be full compensation for furnishing all materials required for a complete installation, including end anchorage assemblies and any end connections to other structures and for installing, maintaining and removing guardrail.

102-13.13 Arrow Board: Price and payment will be full compensation for furnishing, installing, operating, relocating, maintaining and removing arrow boards.

102-13.14 Portable Changeable Message Sign: Price and payment will be full compensation for furnishing, installing, operating, relocating, maintaining and removing portable changeable message signs.

102-13.15 Portable Regulatory Signs: Price and payment will be full compensation for furnishing, installing, relocating, operating, maintaining and removing a completely functioning system as described in these Specifications.

Payment will include all labor, materials, incidentals, repairs and any actions necessary to operate and maintain the unit at all times that work is being performed or traffic is being affected by construction and/or MOT operations.

102-13.16 Radar Speed Display Unit: Price and payment will be made only for a completely functioning system as described in these Specifications. Payment will include all labor, hardware, accessories, signs, and incidental items necessary for a complete system. Payment will include any measurements needed to insure that the unit conforms to all specification requirements.

Payment will include all labor, materials, incidentals, repairs and any actions necessary to operate and maintain the unit at all times that work is being performed or traffic is being affected by construction and/or MOT operations. Price and payment will be full compensation for furnishing, installing, operating, relocating, maintaining and removing radar speed display unit.

102-13.17 Temporary Signalization and Maintenance: Price and payment will constitute full compensation for furnishing, installing, operating, maintaining and removing temporary traffic control signals including all equipment and components necessary to provide an operable traffic signal. Payment will be withheld for each day at each intersection where the temporary signalization is not operational within 12 hours after notification.

102-13.18 Temporary Traffic Detection and Maintenance: Price and payment will constitute full compensation for furnishing, installing, operating, maintaining and removing temporary traffic detection including all equipment and components necessary to provide an acceptable signalized intersection. Take ownership of all equipment and components. Payment will be withheld for each day at each intersection where the temporary detection is not operational within 12 hours after notification.

102-13.19 Work Zone Pavement Markings: Price and payment will be full compensation for all work specified including, all cleaning and preparing of surfaces, furnishing of all materials, application, curing and protection of all items, protection of traffic, furnishing of all tools, machines and equipment, and all incidentals necessary to complete the work. Final payment will be withheld until all deficiencies are corrected.

Removable tape may be substituted for standard paint at no additional cost to the Department.

Payment for temporary RPMs used to supplement line markings will be paid for under temporary retroreflective pavement markers. Install these markers as detailed in the Design Standards.

102-13.20 Temporary Raised Rumble Strips: Price and payment will be full compensation for all work and materials described in this Section, including all cleaning and preparing of surfaces, disposal of all debris, furnishing of all materials, application, curing, removal, reinstalling and protection of all items, protection of traffic, furnishing of all tools, machines and equipment, and all incidentals necessary to complete the work.

102-13.21 Temporary Lane Separator: Price and payment will be full compensation for all work specified in this Section.

102-13.22 Payment Items: Payment will be made under:

Item No. 102- 1-	Maintenance of Traffic - lump sum.
Item No. 102- 2-	Special Detour - lump sum.
Item No. 102- 3-	Commercial Material for Driveway Maintenance - per cubic yard.
Item No. 102- 14-	Traffic Control Officer - per hour.
Item No. 102- 60-	Work Zone Sign - per each per day.
Item No. 102- 61-	Business Sign - each.
Item No. 102- 62-	Barrier Mounted Work Zone Sign – per each per day
Item No. 102- 71-	Temporary Barrier - per foot.
Item No. 102- 75-	Temporary Lane Separator - per foot
Item No. 102- 73-	Temporary Guardrail - per foot.
Item No. 102- 74-	Channelizing Devices - per each per day.
Item No. 102- 76-	Arrow Board - per each per day.
Item No. 102- 78-	Temporary Retroreflective Pavement Markers - each.
Item No. 102- 81-	Temporary Crash Cushion, Gating - per location.
Item No. 102- 89-	Temporary Crash Cushion, Redirective - per location.
Item No. 102- 94-	Glare Screen - per foot.
Item No. 102- 99-	Portable Changeable Message Sign - per each per day.
Item No. 102-104-	Temporary Signalization and Maintenance - per intersection per day.
Item No. 102-107-	Temporary Traffic Detection and Maintenance - per intersection per day.
Item No. 102-120-	Temporary Signal for Lane Closures on Two-Lane, Two-Way Roadways - per each day.
Item No. 102-150-	Portable Regulatory Sign - per each per day.
Item No. 102-150-	Radar Speed Display Unit - per each per day.
Item No. 102-909-	Temporary Raised Rumble Strips - per day.
Item No. 102-911-	Removable Tape (White/Black) - per gross mile.
Item No. 102-912-	Removable Tape (Yellow) - per gross mile.
Item No. 710-	Painted Pavement Markings.
Item No. 711-	Thermoplastic Pavement Markings.

MAINTENANCE OF TRAFFIC.
(REV 8-30-17) (1-19)

ARTICLE 102-3 is expanded by the following new Subarticle:

102-3.4 MOT Maintenance Services: Provide personnel to perform MOT setup, maintenance and take-down duties when a Work Document is issued.

Time begins when the Engineer is notified that setup is complete and flagging operations and maintenance of devices are ready to begin. Travel time to and from the work site is not included. Provide only one person for the maintenance of devices unless otherwise directed by the Engineer. Notify the Engineer when time ends and setup or take-down begins.

Mobilization and all costs incurred will be considered incidental to the work. Emergency mobilization will be paid when a Work Document is issued with a start date of less than 72 hours.

SUBARTICLE 102-5.4 is deleted and the following substituted:

102-5.4 Crossings and Intersections: Provide and maintain adequate accommodations for intersecting and crossing traffic. Do not block or unduly restrict any median opening, road or street crossing the project unless approved by the Engineer. Maintain all existing actuated or traffic responsive mode signal operations for main and side street movements for the duration of the work. Restore any loss of detection within 12 hours. Use only detection technology listed on the Department's Approved Products List (APL) and approved by the Engineer to restore detection capabilities. Before beginning any construction, submit to the Engineer the names and phone numbers of persons that can be contacted when signal operation malfunctions.

ARTICLE 102-7 is expanded by the following:

Provide off-duty law enforcement officer when required by the Work Document or as directed by the Engineer.

SUBARTICLE 102-9.17 is deleted and the following substituted:

102-9.17 Truck Mounted Attenuators and Trailer Mounted Attenuators: Furnish, install and maintain only those attenuators that meet the requirements of NCHRP 350 or the MASH.

Use truck mounted attenuators or trailer mounted attenuators, when called for in the Design Standards. Use attenuators listed on the APL.

When attenuators are called for, use either a truck mounted attenuator or a trailer mounted attenuator system designed and installed in accordance with the manufacturers recommendations.

Equip the attenuator cartridge with lights and reflectors in compliance with applicable Florida motor vehicle laws, including turn signals, dual tail lights, and brake lights. Ensure that lights are visible in both the raised and lowered positions if the unit is capable of being raised.

Install either alternating black with yellow or white with orange sheeting on the rear of trailer mounted attenuators and on truck mounted attenuators, in both the operating and raised position. Use Type III (work zone) or Type IV sheeting consisting of 4 or 6 inch wide stripes installed to form chevrons that point upward. All sheeting except black shall be retroreflective.

Payment will be made per day when included in the Work Document or as directed by the Engineer. Payment includes all costs for materials, labor, tools, equipment and incidentals required for performing the work described in this Section.

SUBARTICLE 102-11.1 is deleted and the following substituted:

102-11.1 General: Devices installed/used on the project on any calendar day or portion thereof, within the Contract Time, including time extensions which may be granted, will be paid for at the Contract unit price for the applicable pay item.

For this Contract, all pay items with unit "Each Day (ED)" and "Hour (HR)" will be defined as follows:

1. Time for "Each Day" will be calculated in 24 hour increments starting at the time specified in the Work Document.
2. "Hour" rates will be paid in increments of 1 hour, rounded up to the hour.

ARTICLE 102-11 is expanded by the following new Subarticles:

102-11.23 MOT Maintenance Services: The quantity to be paid will be the number of hours that MOT duties are performed, beginning when setup is complete to the initiation of takedown.

102-11.25 Truck Mounted Attenuator: The quantity to be paid will be the number of days, per day, regardless of the number of locations work is performed at each site.

ARTICLE 102-12 is deleted.

ARTICLE 102-13.1 is deleted and the following substituted:

102-13 Basis of Payment.

102-13.1 Maintenance of Traffic (General Work): When an item of work is included in the proposal, price and payment will be full compensation for all work and costs specified under this Section except as may be specifically covered for payment under other items.

When the proposal does not include a separate item for Maintenance of Traffic, all work and incidental costs specified as being covered under this Section will be included for payment under the several scheduled items of the overall Contract and no separate payment will be made therefore.

SUBARTICLE 13.23 is deleted and the following substituted:

102-13.23 MOT Maintenance Services: Price and payment will be full compensation for work performed.

102-13.24 Truck Mounted Attenuator: Price and payment will be full compensation for providing truck mounted attenuators each day regardless of the number of locations work is performed at each site.

102-13.25 Payment Items: Payment will be made under the items shown in the Bid Price Proposal.

104-40 ROADSIDE MOWING.
(REV 9-24-14) (1-19)

The following new Section is added after Section 104:

SECTION 104-40
ROADSIDE MOWING

104-40.1 Description.

Mow grass or vegetation in roadside areas with conventional mowing equipment. Use specialized equipment or hand labor when required to perform specified work in certain areas or during certain times. Vegetation consists of planted and/or natural grasses, weeds, and other vegetation within the area to be mowed. Comply with the current edition of the Department's "A Guide to Roadside Vegetation Management".

104-40.2 Types of Mowing Areas.

104-40.2.1 General: The Engineer will determine the areas to be cut and type of mowing to be accomplished in each.

All hand labor required to perform the specified work around appurtenances will be incidental to the type of mowing being performed. Appurtenances include, but are not limited to, sign post and bases, delineator post, fences, guardrail, barrier walls, end walls, pipes, drainage structures, poles, guys, mail boxes, landscaped areas, and trees.

104-40.2.2 Large Machine Mowing: Large machine mowing encompasses the routinely mowed areas of shoulders, front and back slopes that are 3 horizontal to 1 vertical or less, roadside ditch bottoms, large median islands and similar areas conducive to the use of large machine mowing equipment.

104-40.2.3 Slope Mowing: Slope mowing is generally limited to slopes greater or steeper than 3 horizontal to 1 vertical and are relatively inaccessible to the use of conventional style equipment, e.g., steep slopes, wet roadside ditch bottoms, canal banks, intersections, overpasses, etc. These type areas will require the use of specialized equipment designed for slope mowing.

104-40.2.4 Intermediate Machine Mowing: Intermediate machine mowing consists of mowing areas not accessible by large machine mowing equipment but not conducive to the use of small machine mowing equipment. These areas consist of shoulders, roadside ditch bottoms, raised median islands, various width utility strips, and similar areas.

104-40.2.5 Small Machine Mowing: Small machine mowing consists of mowing areas not accessible by large and intermediate machine mowing equipment. These areas consist of narrow shoulders, landscaped shoulders, narrow roadside ditch bottoms, raised landscaped median islands, narrow width utility strips, and similar areas.

104-40.3 Frequency of Mowing.

The area and limits of mowing have been previously established and are distinguishable in the field. Where landscaping has been established or natural landscaping has been preserved, mow conforming to the established mowing contours. Mow up to the limits maintained by the Department and around existing appurtenances located within the roadway right-of-way as directed by the Engineer.

The Engineer will determine the type of mowing, the estimated number of acres to be accomplished within a specified number of calendar days (cycle), when to begin each mowing cycle, and the total number of cycles. Complete each mowing cycle within **(to be determined by the engineer)** calendar days of beginning the cycle, weather permitting. The approximate number of cycles for each type of mowing will be as follows:

Large Machine Mowing	11 cycles (N/A minimum cycles)
Slope Mowing	6 cycles (N/A minimum cycles)
Intermediate Machine Mowing	11 cycles (N/A minimum cycles)
Small Machine Mowing	N/A cycles (N/A minimum cycles)
Mow Wildflower plots approximately	N/A times per year.

Wildflower plots or naturally occurring wildflowers are to be avoided when in bloom and when re-seeding. A deduction will not be made from the pay quantities for any wildflower area not mowed, unless it exceeds one acre.

Quantities will be agreed upon prior to beginning work in any area in question.

104-40.4 Equipment.

Equip all mowing equipment with a slow-moving vehicle sign located on the rear of the tractor, amber flashing light or white strobe light mounted on the tractor, 18 inch X 18 inch fluorescent orange warning flags mounted on each side of the rear of the mower, protective devices on the mower to prevent objects from being thrown into traffic, and safety devices installed by the manufacturer. Properly install and maintain safety devices at all times when the equipment is in use.

If the Engineer determines that any equipment is deficient in safety devices, remove the equipment from service immediately. Keep the equipment out of service until the deficiency is corrected to the satisfaction of the Engineer. Inspection of the equipment by the Engineer will not relieve the Contractor of responsibility or liability for injury to persons or damage to property caused by the operation of the equipment, nor will it relieve the Contractor of the responsibility to meet the established time for the completion of the mowing cycle.

Maintain the mowing equipment so as to produce a clean, sharp cut and uniform distribution of the cuttings at all times. The mowing equipment used will have the capability of cutting a height from 4 inches to 12 inches.

Furnish equipment of a type and quantity to perform the work satisfactorily within the time specified herein.

104-40.5 Method of Operation.

Begin any mowing cycle when authorized by the Engineer in writing.

Notify the Engineer when a cycle is started and when work is interrupted for any reason.

Prior to beginning work on the first cycle, provide a pattern or plan for mowing to the Engineer for approval. Subsequent cycles will follow the pattern adopted for the first cycle.

Mow shoulders and medians concurrently within the limits of the area mowed so that not more than one mile will be left partially mowed at the conclusion of the working day. Mow grass and vegetation on slopes or around appurtenances concurrent with the mowing operation.

Complete each mowing cycle in its entirety prior to beginning another cycle.

When work by other's, or weather conditions of a temporary nature, prevent the mowing of any areas, and such conditions are eliminated during the period designated for that mowing cycle, the Engineer may require mowing of these areas as part of the cycle without penalty for exceeding the time allowed or additional compensation.

Do not mow-grassed areas saturated with standing water to the point standard mowing equipment may not be used without excessive damage to the turf. At the Engineer's discretion, mow the areas during a subsequent cycle, or cut to the surface of the water using hand labor or other specialized equipment. Additional compensation may be requested for alternate methods used to mow wet areas (as specified in 104-40-9). Quantities will be agreed upon prior to beginning work in any area in question. No deduction will be made from the pay quantities for any one area authorized by the Engineer to remain un-mowed during a cycle unless it exceeds one acre in extent.

Prior to mowing, pickup, remove and dispose from the right-of-way, any large items such as wood, tires, cans, bags of trash, newspapers, magazines, large boxes, etc., that would be torn, ripped, or scattered by the mower and result in an objectionable appearance.

Exercise the necessary care to preclude any source of litter.

104-40.6 Limitation of Operation.

Maintenance of traffic will be in accordance with Section 102. When mowing within four feet of the travel-way (travel lane), operate the equipment in the same direction of the traffic, unless the adjacent lane is closed to traffic. All lane closures will have the prior approval of the Engineer. Mowers may operate in either direction when mowing four feet or more from the travel-way.

Perform all work during daylight hours.

The foregoing requirements are to be considered as minimum and compliance will in no way relieve the Contractor of final responsibility for providing adequate traffic control devices for the protection of the public and employees throughout the work areas.

104-40.7 Quality.

Completed areas will be reviewed for quality and acceptance by the Engineer. Re-mow areas determined to be unsatisfactory, by the Engineer, at no additional cost to the Department. Complete areas requiring re-mowing within the mowing cycle time specified in Subarticle 104-40-3.

Mow all grass and vegetation to a height of 6 inches plus or minus 1/2 inch. When determined by the Engineer, certain areas, due to location, may be cut to a height of 4 inches plus or minus 1/2 inch.

No streaking or scalping will be allowed in the areas mowed. Mowing areas of different widths will be connected with smooth flowing transitions. No accumulation or piling of cuttings will be allowed as a result of cleaning of the equipment.

Mow all grass and vegetation on slopes or around appurtenances to the same height and quality as the surrounding mowed area when using hand tools.

Negligence that results in damage to turf, curbs, sidewalks, pavement, signs or structures, mail boxes, appurtenances, etc. will be repaired or replaced to the satisfaction of the Engineer at no additional cost to the Department. Complete repairs prior to submission of the invoice for work accomplished during the cycle.

It is not required to remove grass or other vegetation cuttings from the right-of-way, or required to rake or pick up the cuttings in rural areas. In Urban Areas, with Small, Intermediate, or Large Machine Mowing the cuttings **(to be determined by the engineer)** need to be removed from sidewalks, curb & gutter, gutter, and inlets by the Contractor. The use of blowers (away from traffic) **(to be determined by the engineer)** be allowed to remove the cuttings.

104-40.8 Method of Measurement.

The quantities to be paid for will be the area, in acres, of mowing completed and accepted.

104-40.9 Basis of Payment.

Additional compensation for hand labor or the use of specialized equipment in cutting wet areas will be included under Item No. E104-4-2 Slope Mowing.

Prices and payment will be full compensation for furnishing all equipment, materials, labor, and incidentals necessary to complete all mowing operations specified. Compensation will be the unit price per acre for mowing times the actual acres completed and accepted.

Payment will be made under the items specified in the Bid Price Proposal.

110-30 ROADSIDE LITTER REMOVAL.
(REV 8-1-13) (1-19)

The following new Section is added at the end of Section 110:

SECTION 110-30
ROADSIDE LITTER REMOVAL

110-30.1 Description.

Provide pickup, removal, disposal of litter, and otherwise undesirable or objectionable appearing debris within the maintained limits of the highway right-of-way.

Litter or debris may consist of varied sizes of bottles, cans, paper, tires, tire pieces, lumber, vehicle parts, metal junk, brush, and other items to be removed under this work.

110-30.2 Frequency of Removal.

The Engineer will determine when to begin each pickup. Areas or portions of areas may be increased or decreased, as determined by the Engineer. The total number and the timing of pickup will depend upon the litter conditions that exist. Areas specified as litter removal areas will be picked up approximately **_14_** times. The actual number of litter pickups maybe increased or decreased, as determined by the Engineer, due to the intensity of litter or special events.

Complete each litter removal cycle within **(to be determined by the engineer)** calendar days of beginning the cycle, weather permitting, as determined by the Engineer.

110-30.3 Equipment.

Equipment that is utilized to transport litter will be constructed in a manner to preclude further distribution or loss of litter along the roadway. Cover and secure all open top carriers with tarpaulins.

Submit a written request for approval, to the Engineer, for the use of specialized equipment designed for mechanized removal of litter and debris. Demonstrate satisfactory results at no cost to the Department that the specialized equipment will produce quality litter removal, if deemed necessary by the Engineer. The Engineer may require additional safety devices or precautions unique to the equipment.

Equipment that damages curbs, pavement, or turf will not be allowed.

110-30.4 Limitation of Operation.

Any equipment left on the right-of-way overnight will be parked outside the clear zone, except in median areas where no equipment will be permitted to be parked overnight. All service and supply operations will be conducted between the travel-way and the right-of-way line and be outside the clear zone. No supply vehicles will enter the median for any purpose. No service vehicle will enter the median except when necessary to repair or remove inoperable equipment.

No work will be permitted during non-daylight hours.

Workmen will wear orange clothing of high visibility such as a vest, shirt, or jacket, when performing litter pickup operations.

110-30.5 Disposal of Litter and Debris.

Provide locations for disposal and remove all litter that has been placed in trash bags for pick up from the right-of-way at the end of each working day. Be responsible for disposal of litter and debris and any cost that may incur in accordance with applicable Federal, State and Local Rules and Regulations. Storage or stockpiling of litter or debris on the right-of-way will not be permitted.

Provide the landfill receipts with each invoice submittal.

110-30.6 Quality.

Completed areas will be reviewed for quality and acceptance by the Engineer. Areas determined to be unsatisfactory, by the Engineer, will be re-cleaned at no additional cost. Areas will be cleaned in a manner that they are left reasonably free of all litter and debris. The Engineer will not penalize for litter and debris that may have been deposited between the time the work was completed and the time when the Engineer approves the work. However, the Engineer's judgment when evaluating completed work will be final.

110-30.7 Method of Measurement.

The quantities to be paid for under this Section will be the number of acres of roadside cleaned and accepted.

110-30.8 Basis of Payment.

Payment will be full compensation for furnishing all equipment, materials, labor, disposal, and incidentals necessary to complete designated areas of litter and debris removal, less any areas omitted.

Payment will be made under the items specified in the Bid Price Proposal.

110-32 EDGING AND SWEEPING
(REV 9-16-09) (1-19)

The following new Section is added at the end of Section 110:

SECTION 110-32
EDGING AND SWEEPING

110-32.1 Description.

Edge, sweep, remove and dispose of vegetation from curb and gutter and sidewalk areas including, but not limited to, median island curbs, roadside curbs, the front and/or backside of sidewalks and gutters, bike paths, curb inlets throats and other areas as designated by the Engineer.

110-32.2 Frequency of Edging and Sweeping.

The Engineer will determine the total number of edging and sweeping cycles and when to begin each cycle. All areas designated are to be edged and swept approximately _6_ times per year. Complete each cycle within **(to be determined by the engineer)** calendar days from the beginning of the cycle, weather permitting, as determined by the Engineer.

Quantities will be agreed upon prior to beginning work in any area in question.

110-32.3 Equipment.

Provide positive means to control dust from edging and sweeping operations.

Use equipment for removal or transportation of debris or litter that precludes distribution or loss of debris or litter along the roadway.

Operate moving equipment in the same direction as the flow of traffic.

110-32.4 Method of Operation.

Do not begin work until authorized, in writing, by the Engineer. Develop a work pattern from the locations listed in the work document, unless the Engineer designates the priority of the work.

Edging – The blade of the edger must produce a clear sharp cut. The trench resulting from the actions of the cutting blade will not exceed one inch in width from the edge of the surface being edged. Do not push grass or weeds into the trench.

Vegetation - Vegetation consists of grass, weeds, or bushes up to one inch in diameter that extend beyond the normal grassed areas onto the curb, sidewalk, bike paths, or other designated areas. Uniformly cut and remove all vegetation, extending over the curb, sidewalk, bike paths, or other designated area to the back edge of the curb, sidewalk, bike path, or other designated area.

Sweeping - Sweep all debris (grass, weeds, soil, litter, etc.) from the curb and gutters, inlet throats and grates, sidewalks, and bike paths to produce a clean appearance. Do not use blowers in the edging, sweeping or debris removal operation. Remove and dispose of properly the soil and vegetation from the gutter or sidewalk, including joint areas.

Debris Disposal – Remove debris and/or litter produced by the edging or sweeping from the job site daily. Do not stockpile or store debris or litter on the right-of-way overnight. Dispose of all debris in accordance with Federal, State, and Local Rules and Regulations. Include the cost of disposal of the debris, litter, and vegetation trimmings in the contract unit price for edging and sweeping. Remove any debris that falls into curb and inlet structures.

Return at a later time and complete the edging and sweeping operations in areas where access is blocked by parked vehicles or other obstructions.

Conduct all edging, sweeping, and disposal activities during daylight hours only, unless otherwise specified in the contract documents or approved by the Engineer. The Engineer may approve nighttime operations upon request, at no additional compensation for nighttime traffic control. The Engineer may restrict the hours of operations based on peak traffic hours, local conditions, or special events. Complete all required edging, sweeping, and disposal of debris within the limits worked by the conclusion of each workday.

The quality and acceptance of work will be determined by the Engineer. Re-edge or re-sweep areas that are determined to be unacceptable at no additional cost to the Department.

Repair or replace damage to curbs, sidewalks, pavement, or turf due to negligence to the satisfaction of the Engineer at no additional compensation.

110-32.5 Method of Measurement.

The quantities to be paid will be the total miles of edges of curb and gutter, paved shoulders, sidewalks or other areas, edged and/or swept, completed and accepted. Areas that are maintained by businesses, groups, individuals, or areas where the grass and/or weeds fail to grow sufficiently to justify performing this work will be omitted as determined by the Engineer.

Areas requiring more than one edging/sweeping pass to sufficiently remove the debris will not be compensated twice.

110-32.6 Basis of Payment.

Price and payment will be full compensation for all the work specified in this Section and will include all equipment, labor, materials, and incidentals necessary to complete the work.

Payment will be made under the items specified in the Bid Price Proposal.

Charlotte County Board Of County Commissioners
Agenda Item Summary

Item Number: P - 1.

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1 DEPARTMENT MAKING REQUEST

Utilities

2 MEETING DATE

3/26/2019

3 REQUESTED MOTION/ACTION

a) Approve State of Florida Department of Environmental Protection Clean Water State Revolving Fund Construction Loan Agreement WW080251; and
b) Authorize County Administrator to execute the loan agreement for the Deep Creek Force Main Project; and
c) Adopt Resolution authorizing County Administrator to execute amendments to the loan agreement for the Deep Creek Force Main Project.

4 AGENDA

Consent

5 IS THIS ITEM BUDGETED (IF APPLICABLE) -

Budget Action
No action needed. Loan repayment will be provided by the renewal and replacement fund.

Financial Impact Summary Statement
Loan repayment will be provided by the Renewal and Replacement fund.

Detailed Analysis Attached - False

Budget Officer-

6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)

The State Revolving Fund loan from the Florida Department of Environmental Protection (FDEP) will provide funds for the replacement and/or upgrading of the main force main transmission line servicing all of Deep Creek. The project will upgrade the existing 8" force main to 16" and 20" force mains.

ATTACHMENTS:

File Name	Description	Upload Date	Type
State_Revolving_Fund_Loan_RES.pdf	RESOLUTION	3/13/2019	Resolution Letter
WW080251_Agreement_2-2019.pdf	WW080251 Loan Agreement	3/1/2019	Agreement

RESOLUTION
Number 2019-_____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF CHARLOTTE COUNTY, FLORIDA, RELATING TO THE STATE REVOLVING FUND LOAN PROGRAM; MAKING FINDINGS; AUTHORIZING THE LOAN APPLICATION; AUTHORIZING THE LOAN AGREEMENT; ESTABLISHING PLEDGED REVENUES; DESIGNATING AUTHORIZED REPRESENTATIVES; PROVIDING ASSURANCES; PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.

RECITALS

WHEREAS, Florida Statutes provide for loans to local government agencies to finance the construction of wastewater treatment facilities; and

WHEREAS, Florida Administrative Code rules require authorization to apply for loans, to establish pledged revenues, to designate an authorized representative, to provide assurances of compliance with loan program requirements, and to enter into a loan agreement; and

WHEREAS, Charlotte County has submitted a Request for Inclusion to the State for the County's Project known as "Deep Creek Force Main" (hereinafter "Project"); and

WHEREAS, the Board of County Commissioners of Charlotte County, Florida, intends to enter into a loan agreement with the Department of Environmental Protection under the State Revolving Fund for project financing; and

WHEREAS, the County may, at some point in the future, receive notice from the State that additional funds are available for this project and that the State is willing to amend the loan agreement to include for those additional funds; and

WHEREAS, it is the intent of the Board that this resolution provides authorization for the County Manager to execute an amended loan agreement and any other required documents if the County receives notice from the State, at any point in the future, that additional funding is available for this project.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Charlotte County, Florida that:

1. Findings. The foregoing Findings are incorporated herein by reference and made a part hereof.

2. Loan Application Authorized. Charlotte County, Florida, is authorized to apply for a loan to finance the Project.

3. Pledged Revenues. The revenues pledged for the repayment of the loan are net utility system revenues after payment of debt service on the County's Series 2008 Water and Sewer System Refunding Revenue Bonds, Series 2011 Water and Sewer System Revenue Bonds, Series 2013 Water and Sewer System Revenue Bonds, and 2016 Water and Sewer System Refunding Revenue Bonds.

4. Authorized Representative. The County Administrator or his designee is hereby designated as the authorized representative to provide the assurances and commitments required by the loan application.

5. Loan Agreement. The County Administrator is hereby designated as the authorized representative to execute the loan agreement, and any amendments thereto, which will become a binding obligation in accordance with its terms when signed by both parties. The County Administrator is authorized to represent the County in carrying out the County's responsibilities under the loan agreement and any amended loan agreement. The County Administrator is authorized to delegate responsibility to appropriate County staff to carry out technical, financial, and administrative activities associated with the loan agreement.

6. Legal Authority. The legal authority for borrowing funds to construct the Project is Florida Statutes.

7. Conflicts. All resolutions or part of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

8. Severability. If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or part of this Resolution.

9. Effective Date. This Resolution shall become effective immediately upon its passage and adoption.

PASSED and DULY ADOPTED this 26th day of March, 2019.

[SIGNATURE PAGE TO FOLLOW]

BOARD OF COUNTY COMMISSIONERS
OF CHARLOTTE COUNTY, FLORIDA

By:_____
Kenneth W. Doherty, Chairman

ATTEST:

Roger D. Eaton, Clerk of the
Circuit Court and Ex-Officio Clerk to the
Board of County Commissioners

By:_____
Deputy Clerk

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY:

By:_____
Janette S. Knowlton, County Attorney
LR2019-0212 MWM

STATE OF FLORIDA
DEPARTMENT OF ENVIRONMENTAL PROTECTION

AND

CHARLOTTE COUNTY, FLORIDA

CLEAN WATER STATE REVOLVING FUND
CONSTRUCTION LOAN AGREEMENT
WW080251

Florida Department of Environmental Protection
State Revolving Fund Program
Marjory Stoneman Douglas Building
3900 Commonwealth Boulevard, MS 3505
Tallahassee, Florida 32399-3000

CLEAN WATER STATE REVOLVING FUND CONSTRUCTION LOAN AGREEMENT

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CLEAN WATER STATE REVOLVING FUND

CONSTRUCTION LOAN AGREEMENT

WW080251

THIS AGREEMENT is executed by the STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (Department) and CHARLOTTE COUNTY, FLORIDA, (Local Government) existing as a local governmental entity under the laws of the State of Florida. Collectively, the Department and the Local Government shall be referred to as "Parties" or individually as a "Party".

RECITALS

Pursuant to Section 403.1835, Florida Statutes, the Department is authorized to make loans to finance or refinance the construction of wastewater pollution control facilities, the planning and design of which have been reviewed by the Department; and

The Local Government applied for the financing of the Project, and the Department has determined that such Project meets all requirements for a loan.

AGREEMENT

In consideration of the Department loaning money to the Local Government, in the principal amount and pursuant to the covenants set forth below, it is agreed as follows:

ARTICLE I - DEFINITIONS

1.01. WORDS AND TERMS.

Words and terms used herein shall have the meanings set forth below:

(1) "Agreement" or "Loan Agreement" shall mean this construction loan agreement.

(2) "Authorized Representative" shall mean the official of the Local Government authorized by ordinance or resolution to sign documents associated with the Loan.

(3) "Capitalized Interest" shall mean a finance charge that accrues at the Financing Rate on Loan proceeds from the time of disbursement until six months before the first Semiannual Loan Payment is due. Capitalized Interest is financed as part of the Loan principal.

(4) "Depository" shall mean a bank or trust company, having a combined capital and unimpaired surplus of not less than $50 million, authorized to transact commercial banking or savings and loan business in the State of Florida and insured by the Federal Deposit Insurance Corporation.

(5) "Final Amendment" shall mean the final agreement executed between the parties that establishes the final terms for the Loan such as the final Loan amount, the interest rate, Loan Service Fee, amortization schedule and Semiannual Loan Payment amount.

(6) "Financing Rate" shall mean the charges, expressed as a percent per annum, imposed on the unpaid principal of the Loan. The Financing Rate shall consist of an interest rate component and a Grant Allocation Assessment rate component.

(7) "Fiscal Sustainability Plan" shall mean a systematic management technique for utility systems that focuses on the long-term life cycle of the assets and their sustained performance, rather than on short-term, day-to-day aspects of the assets. This plan shall include the inventory and evaluation of assets, the certification of water and energy conservation implementation efforts, as well as a plan for the maintenance, repair and, if necessary, the replacement of assets, as well as the schedule to do so.

(8) "Grant Allocation Assessment" shall mean an assessment, expressed as a percent per annum, accruing on the unpaid balance of the Loan. It is computed similarly to the way interest charged on the Loan is computed and is included in the Semiannual Loan Payment. The Department will use Grant Allocation Assessment moneys for making grants to financially disadvantaged small communities pursuant to Section 403.1835 of the Florida Statutes.

(9) "Gross Revenues" shall mean all income or earnings received by the Local Government from the ownership or operation of its Water and Sewer Systems, including investment income, all as calculated in accordance with generally accepted accounting principles. Gross Revenues shall not include proceeds from the sale or other disposition of any part of the Water or Sewer System, condemnation awards or proceeds of insurance, except use and occupancy or business interruption insurance, received with respect to the Water or Sewer System.

(10) "Loan" shall mean the amount of money to be loaned pursuant to this Agreement and subsequent amendments.

(11) "Loan Application" shall mean the completed form which provides all information required to support obtaining construction loan financial assistance.

(12) "Loan Debt Service Account" shall mean an account, or a separately identified component of a pooled cash or liquid account, with a Depository established by the Local Government for the purpose of accumulating Monthly Loan Deposits and making Semiannual Loan Payments.

(13) "Loan Service Fee" shall mean an origination fee which shall be paid to the Department by the Local Government.

(14) "Local Governmental Entity" means a county, municipality, or special district.

(15) "Monthly Loan Deposit" shall mean the monthly deposit to be made by the Local Government to the Loan Debt Service Account.

(16) "Operation and Maintenance Expense" shall mean the costs of operating and maintaining the Water and Sewer Systems determined pursuant to generally accepted accounting principles, exclusive of interest on any debt payable from Gross Revenues, depreciation, and any other items not requiring the expenditure of cash.

(17) "Parity Debt" shall mean any debt obligations issued that are on an equal commercial lien position with this Loan.

(18) "Pledged Revenues" shall mean the specific revenues pledged as security for repayment of the Loan and shall be the Gross Revenues derived yearly from the operation of the Water and Sewer Systems after payment of the Operation and Maintenance Expense and the satisfaction of all yearly payment obligations on account of the Senior Revenue Debt and any senior or parity obligations issued pursuant to Section 7.02 of this Agreement.

(19) "Project" shall mean the works financed by this Loan and shall consist of furnishing all labor, materials, and equipment to construct the transmission and reuse facilities in accordance with the plans and specifications accepted by the Department for the "Deep Creek Force Main" contract.

The Project is in agreement with the planning documentation accepted by the Department effective May 18, 2016. A Florida Categorical Exclusion Notification was published on February 26, 2016 and no adverse comments were received.

(20) "Semiannual Loan Payment" shall mean the payment due from the Local Government to the Department at six-month intervals.

(21) "Senior Revenue Debt" shall mean the following debt obligations:

(a) Charlotte County, Florida, Utility System Refunding Revenue Bond, Series 2008, issued in the amount of $23,455,000, pursuant to Resolution No. 91-115, as particularly amended and supplemented by Resolution No. 2008-075; and

(b) Charlotte County, Florida, Utility System Refunding Revenue Bonds, Series 2011, issued in the amount of $64,900,000, pursuant to Resolution No. 91-115, as particularly amended and supplemented by Resolution No. 2011-018; and

(c) Charlotte County, Florida, Utility System Refunding Revenue Bonds, Series 2013, issued in the amount of $41,385,000, pursuant to Resolution No. 91-115, as particularly amended and supplemented by Resolution No. 2013-004; and

(d) Charlotte County, Florida, Utility System Refunding Revenue Bonds, Series 2016, issued in the amount not exceeding $25,000,000, pursuant to Resolution No. 91-115, as particularly amended and supplemented by Resolution No. 2016-060; and

(e) Additional bonds issued on a parity with the bonds identified above pursuant to Section 6.02 of Resolution No. 91-115; and

(f) Any refunding bonds issued to refund the obligations identified above provided such bonds shall not increase annual debt service during the repayment period of this Loan.

(22) "Sewer System" shall mean all facilities owned by the Local Government for collection, transmission, treatment and reuse of wastewater and its residuals.

(23) "Water System" shall mean all facilities owned by the Local Government for supplying and distributing water for residential, commercial, industrial, and governmental use.

1.02. CORRELATIVE WORDS.

Words of the masculine gender shall be understood to include correlative words of the feminine and neuter genders. Unless the context shall otherwise indicate, the singular shall include the plural and the word "person" shall include corporations and associations, including public entities, as well as natural persons.

ARTICLE II - WARRANTIES, REPRESENTATIONS AND COVENANTS

2.01. WARRANTIES, REPRESENTATIONS AND COVENANTS.

The Local Government warrants, represents and covenants that:

(1) The Local Government has full power and authority to enter into this Agreement and to comply with the provisions hereof.

(2) The Local Government currently is not the subject of bankruptcy, insolvency, or reorganization proceedings and is not in default of, or otherwise subject to, any agreement or any law, administrative regulation, judgment, decree, note, resolution, charter or ordinance which would currently restrain or enjoin it from entering into, or complying with, this Agreement.

(3) There is no material action, suit, proceeding, inquiry or investigation, at law or in equity, before any court or public body, pending or, to the best of the Local Government's knowledge, threatened, which seeks to restrain or enjoin the Local Government from entering into or complying with this Agreement.

(4) All permits, real property interests, and approvals required as of the date of this Agreement have been obtained for construction and use of the Project. The Local Government knows of no reason why any future required permits or approvals are not obtainable.

(5) The Local Government shall undertake the Project on its own responsibility, to the extent permitted by law.

(6) To the extent permitted by law, the Local Government shall release and hold harmless the State, its officers, members, and employees from any claim arising in connection with the Local Government's actions or omissions in its planning, engineering, administrative, and construction activities financed by this Loan or its operation of the Project.

(7) All Local Government representations to the Department, pursuant to the Loan Application and Agreement, were true and accurate as of the date such representations were made. The financial information delivered by the Local Government to the Department was current and correct as of the date such information was delivered. The Local Government shall comply with Chapter 62-503, Florida Administrative Code, and all applicable State and Federal laws, rules, and regulations which are identified in the Loan Application or Agreement. To the

extent that any assurance, representation, or covenant requires a future action, the Local Government shall take such action to comply with this agreement.

(8) The Local Government shall maintain records using generally accepted accounting principles established by the Governmental Accounting Standards Board. As part of its bookkeeping system, the Local Government shall keep accounts of the Water and Sewer Systems separate from all other accounts and it shall keep accurate records of all revenues, expenses, and expenditures relating to the Water and Sewer Systems, and of the Pledged Revenues, Loan disbursement receipts, and Loan Debt Service Account.

(9) In the event the anticipated Pledged Revenues are shown by the Local Government's annual budget to be insufficient to make the Semiannual Loan Payments for such Fiscal Year when due, the Local Government shall include in such budget other legally available non-ad valorem funds which will be sufficient, together with the Pledged Revenues, to make the Semiannual Loan Payments. Such other legally available non-ad valorem funds shall be budgeted in the regular annual governmental budget and designated for the purpose provided by this Subsection, and the Local Government shall collect such funds for application as provided herein. The Local Government shall notify the Department immediately in writing of any such budgeting of other legally available non-ad valorem funds. Nothing in this covenant shall be construed as creating a pledge, lien, or charge upon any such other legally available non-ad valorem funds; requiring the Local Government to levy or appropriate ad valorem tax revenues; or preventing the Local Government from pledging to the payment of any bonds or other obligations all or any part of such other legally available non-ad valorem funds.

(10) Pursuant to Section 216.347 of the Florida Statutes, the Local Government shall not use the Loan proceeds for the purpose of lobbying the Florida Legislature, the Judicial Branch, or a State agency.

(11) The Local Government agrees to construct the Project in accordance with the Project schedule. Delays incident to strikes, riots, acts of God, and other events beyond the reasonable control of the Local Government are excepted. If for any reason construction is not completed as scheduled, there shall be no resulting diminution or delay in the Semiannual Loan Payment or the Monthly Loan Deposit.

(12) The Local Government covenants that this Agreement is entered into for the purpose of constructing, refunding, or refinancing the Project which will in all events serve a public purpose. The Local Government covenants that it will, under all conditions, complete and operate the Project to fulfill the public need.

(13) The Local Government shall update the revenue generation system annually to assure that sufficient revenues are generated for debt service; operation and maintenance; replacement of equipment, accessories, and appurtenances necessary to maintain the system design capacity and performance during its design life; and to make the system financially self-sufficient.

2.02. LEGAL AUTHORIZATION.

Upon signing this Agreement, the Local Government's legal counsel hereby expresses the opinion, subject to laws affecting the rights of creditors generally, that:

(1) This Agreement has been duly authorized by the Local Government and shall constitute a valid and legal obligation of the Local Government enforceable in accordance with its terms upon execution by both parties; and

(2) This Agreement identifies the revenues pledged for repayment of the Loan, and the pledge is valid and enforceable.

2.03. AUDIT AND MONITORING REQUIREMENTS.

The Local Government agrees to the following audit and monitoring requirements.

(1) The financial assistance authorized pursuant to this Loan Agreement consists of the following:

Federal Resources, Including State Match, Awarded to the Recipient Pursuant to this Agreement Consist of the Following:					
Federal Program Number	Federal Agency	CFDA Number	CFDA Title	Funding Amount	State Appropriation Category
CS-12000118-0	EPA	66.458	Capitalization Grants for State Revolving Funds	$3,600,000	140131

(2) Audits.

(a) In the event that the Local Government expends $750,000 or more in Federal awards in its fiscal year, the Local Government must have a Federal single audit conducted in accordance with the provisions of 2 CFR Part 200, Subpart F. In determining the Federal awards expended in its fiscal year, the Local Government shall consider all sources of Federal awards, including Federal resources received from the Department. The determination of amounts of Federal awards expended should be in accordance with the guidelines established by 2 CFR Part 200, Subpart F. An audit of the Local Government conducted by the Auditor General in accordance with the provisions of 2 CFR Part 200, Subpart F, will meet the requirements of this part.

(b) In connection with the audit requirements addressed in the preceding paragraph (a), the Local Government shall fulfill the requirements relative to auditee responsibilities as provided in 2 CFR Part 200, Subpart F.

(c) If the Local Government expends less than $750,000 in Federal awards in its fiscal year, an audit conducted in accordance with the provisions of 2 CFR Part 200, Subpart F, is not required. The Local Government shall inform the Department of findings and recommendations pertaining to the State Revolving Fund in audits conducted by the Local Government. In the

event that the Local Government expends less than $750,000 in Federal awards in its fiscal year and elects to have an audit conducted in accordance with the provisions of 2 CFR Part 200, Subpart F, the cost of the audit must be paid from non-Federal resources (i.e., the cost of such an audit must be paid from Local Government resources obtained from other than Federal entities).

(d) The Local Government may access information regarding the Catalog of Federal Domestic Assistance (CFDA) via the internet at www.cfda.gov/index?cck=1&au=&ck=.

(3) Report Submission.

(a) Copies of reporting packages for audits conducted in accordance with 2 CFR Part 200, Subpart F, and required by Subsection 2.03(2) of this Agreement shall be submitted, when required by 2 CFR Part 200, Subpart F, by or on behalf of the Local Government directly to each of the following:

(i) The Department at one of the following addresses:

By Mail:

Audit Director
Florida Department of Environmental Protection
Office of the Inspector General, MS40
3900 Commonwealth Boulevard
Tallahassee, Florida 32399-30000

or

Electronically:
FDEPSingleAudit@dep.state.fl.us

(ii) The Federal Audit Clearinghouse designated in 2 CFR &200.501(a) at the following address:

https://harvester.census.gov/facweb/

(iii) Other Federal agencies and pass-through entities in accordance with 2 CFR &200.512.

(b) Pursuant to 2 CFR Part 200, Subpart F, the Local Government shall submit a copy of the reporting package described in 2 CFR Part 200, Subpart F, and any management letters issued by the auditor, to the Department at the address listed under Subsection 2.03(3)(a)(i) of this Agreement.

(c) Any reports, management letters, or other information required to be submitted to the Department pursuant to this Agreement shall be submitted timely in accordance with 2 CFR Part 200, Subpart F, Florida Statutes, or Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, as applicable.

(d) Local Governments, when submitting financial reporting packages to the Department for audits done in accordance with 2 CFR Part 200, Subpart F, or Chapters 10.550

(local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, should indicate the date that the reporting package was delivered to the Local Government in correspondence accompanying the reporting package.

(4) Record Retention.

The Local Government shall retain sufficient records demonstrating its compliance with the terms of this Agreement for a period of five years from the date of the Final Amendment, and shall allow the Department, or its designee, Chief Financial Officer, or Auditor General access to such records upon request. The Local Government shall ensure that working papers are made available to the Department, or its designee, Chief Financial Officer, or Auditor General upon request for a period of five years from the date of the Final Amendment, unless extended in writing by the Department.

(5) Monitoring.

In addition to reviews of audits conducted in accordance with 2 CFR Part 200, Subpart F, as revised (see audit requirements above), monitoring procedures may include, but not be limited to, on-site visits by Department staff, limited scope audits as defined by 2 CFR Part 200, Subpart F., and/or other procedures. By entering into this Agreement, the Local Government agrees to comply and cooperate with any monitoring procedures/processes deemed appropriate by the Department. In the event the Department determines that a limited scope audit of the Local Government is appropriate, the Local Government agrees to comply with any additional instructions provided by the Department to the Local Government regarding such audit. The Local Government understands its duty, pursuant to Section 20.055(5), F.S., to cooperate with the Inspector General in any investigation, audit, inspection, review, or hearing. The Local Government will comply with this duty and ensure that any subcontracts issued under this Agreement will impose this requirement, in writing, on its subcontractors.

ARTICLE III - LOAN REPAYMENT ACCOUNT

3.01. LOAN DEBT SERVICE ACCOUNT.

The Local Government shall establish a Loan Debt Service Account with a Depository and begin making Monthly Loan Deposits no later than the date set forth for such action in Section 10.07 of this Agreement.

Beginning six months prior to each Semiannual Loan Payment, the Local Government shall make six Monthly Loan Deposits. The first five deposits each shall be at least equal to one-sixth of the Semiannual Loan Payment. The sixth Monthly Loan Deposit shall be at least equal to the amount required to make the total on deposit in the Loan Debt Service Account equal to the Semiannual Loan Payment amount, taking into consideration investment earnings credited to the account pursuant to Section 3.02.

Any month in which the Local Government fails to make a required Monthly Loan Deposit, the Local Government's chief financial officer shall notify the Department of such failure. In addition, the Local Government agrees to budget, by amendment if necessary, payment to the Department from other legally available non-ad valorem funds all sums

becoming due before the same become delinquent. This requirement shall not be construed to give superiority to the Department's claim on any revenues over prior claims of general creditors of the Local Government, nor shall it be construed to give the Department the power to require the Local Government to levy and collect any revenues other than Pledged Revenues.

3.02. INVESTMENT OF LOAN DEBT SERVICE ACCOUNT MONEYS.

Moneys on deposit in the Loan Debt Service Account shall be invested pursuant to the laws of the State of Florida. Such moneys may be pooled for investment purposes. The maturity or redemption date of investments shall be not later than the date upon which such moneys may be needed to make Semiannual Loan Payments. The investment earnings shall be credited to the Loan Debt Service Account and applied toward the Monthly Loan Deposit requirements.

3.03. LOAN DEBT SERVICE ACCOUNT WITHDRAWALS.

The withdrawal of moneys from the Loan Debt Service Account shall be for the sole purpose of making the Semiannual Loan Payment or for discharging the Local Government's obligations pursuant to Section 8.01.

3.04. ASSETS HELD IN TRUST.

The assets in all accounts created under this Loan Agreement shall be held in trust for the purposes provided herein and used only for the purposes and in the manner prescribed in this Agreement; and, pending such use, said assets shall be subject to a lien and charge in favor of the Department.

ARTICLE IV - PROJECT INFORMATION

4.01. PROJECT CHANGES.

Project changes prior to bid opening shall be made by addendum to plans and specifications. Changes after bid opening shall be made by change order. The Local Government shall submit all addenda and all change orders to the Department for an eligibility determination. After execution of all construction, equipment and materials contracts, the Project contingency may be reduced.

4.02. TITLE TO PROJECT SITE.

The Local Government shall have an interest in real property sufficient for the construction and location of the Project free and clear of liens and encumbrances which would impair the usefulness of such sites for the intended use.

4.03. PERMITS AND APPROVALS.

The Local Government shall have obtained, prior to the Department's authorization to award construction contracts, all permits and approvals required for construction of the Project or portion of the Project funded under this Agreement.

4.04. ENGINEERING SERVICES.

A professional engineer, registered in the State of Florida, shall be employed by, or under contract with, the Local Government to oversee construction.

4.05. PROHIBITION AGAINST ENCUMBRANCES.

The Local Government is prohibited from selling, leasing, or disposing of any part of the Water or Sewer System which would materially reduce operational integrity or Gross Revenues so long as this Agreement, including any amendment thereto, is in effect unless the written consent of the Department is first secured.

4.06. COMPLETION MONEYS.

In addition to the proceeds of this Loan, the Local Government covenants that it has obtained, or will obtain, sufficient moneys from other sources to complete construction and place the Project in operation on, or prior to, the date specified in Article X. Failure of the Department to approve additional financing shall not constitute a waiver of the Local Government's covenants to complete and place the Project in operation.

4.07. CLOSE-OUT.

The Department shall conduct a final inspection of the Project and Project records. Following the inspection, deadlines for submitting additional disbursement requests, if any, shall be established, along with deadlines for uncompleted Loan requirements, if any. Deadlines shall be incorporated into the Loan Agreement by amendment. The Loan principal shall be reduced by any excess over the amount required to pay all approved costs. As a result of such adjustment, the Semiannual Loan Payment shall be reduced accordingly, as addressed in Section 10.05.

4.08. LOAN DISBURSEMENTS.

Disbursements shall be made directly to the Local Government for reimbursement of the incurred construction costs and related services. Disbursements for materials, labor, or services shall be made upon receipt of the following:

(1) A completed disbursement request form signed by the Authorized Representative. Such requests must be accompanied by sufficiently itemized summaries of the materials, labor, or services to identify the nature of the work performed; the cost or charges for such work; and the person providing the service or performing the work, and proof of payment.

(2) A certification signed by the Authorized Representative as to the current estimated costs of the Project; that the materials, labor, or services represented by the invoice have been satisfactorily purchased, performed, or received and applied to the project; that all funds received to date have been applied toward completing the Project; and that under the terms and provisions of the contracts, the Local Government is required to make such payments.

(3) A certification by the engineer responsible for overseeing construction stating that equipment, materials, labor and services represented by the construction invoices have been satisfactorily purchased, or received, and applied to the Project in accordance with construction contract documents; stating that payment is in accordance with construction contract provisions; stating that construction, up to the point of the requisition, is in compliance with the contract documents; and identifying all additions or deletions to the Project which have altered the Project's performance standards, scope, or purpose since the issue of the Department construction permit.

(4) Such other certificates or documents by engineers, attorneys, accountants, contractors, or suppliers as may reasonably be required by the Department.

ARTICLE V - RATES AND USE OF THE WATER AND SEWER SYSTEMS

5.01. RATE COVERAGE.

The Local Government shall maintain rates and charges for the services furnished by the Water and Sewer Systems which will be sufficient to provide, in each Fiscal Year, Pledged Revenues equal to or exceeding 1.15 times the sum of the Semiannual Loan Payments due in such Fiscal Year. In addition, the Local Government shall satisfy the coverage requirements of all Senior Revenue Debt and Parity Debt obligations.

5.02. NO FREE SERVICE.

The Local Government shall not permit connections to, or furnish any services afforded by, the Water or Sewer System without making a charge therefore based on the Local Government's uniform schedule of rates, fees, and charges.

5.03. MANDATORY CONNECTIONS.

The Local Government shall adopt, as necessary, and enforce requirements, consistent with applicable laws, for the owner, tenant or occupant of each building located on a lot or parcel of land which is served, or may reasonably be served, by the Sewer System to connect such building to the Sewer System.

5.04. NO COMPETING SERVICE.

The Local Government shall not allow any person to provide any services which would compete with the Water or Sewer System so as to adversely affect Gross Revenues.

5.05. MAINTENANCE OF THE WATER AND SEWER SYSTEMS.

The Local Government shall operate and maintain the Water and Sewer Systems in a proper, sound and economical manner and shall make all necessary repairs, renewals and replacements.

5.06. ADDITIONS AND MODIFICATIONS.

The Local Government may make any additions, modifications or improvements to the Water and Sewer Systems which it deems desirable and which do not materially reduce the operational integrity of any part of the Water or Sewer System. All such renewals, replacements, additions, modifications and improvements shall become part of the Water and Sewer Systems.

5.07. COLLECTION OF REVENUES.

The Local Government shall use its best efforts to collect all rates, fees and other charges due to it. The Local Government shall establish liens on premises served by the Water or Sewer System for the amount of all delinquent rates, fees and other charges where such action is permitted by law. The Local Government shall, to the full extent permitted by law, cause to discontinue the services of the Water and Sewer Systems and use its best efforts to shut off water service furnished to persons who are delinquent beyond customary grace periods in the payment of Water and Sewer System rates, fees and other charges.

ARTICLE VI - DEFAULTS AND REMEDIES

6.01. EVENTS OF DEFAULT.

Upon the occurrence of any of the following events (the Events of Default) all obligations on the part of Department to make any further disbursements hereunder shall, if Department elects, terminate. The Department may, at its option, exercise any of its remedies set forth in this Agreement, but Department may make any disbursements or parts of disbursements after the happening of any Event of Default without thereby waiving the right to exercise such remedies and without becoming liable to make any further disbursement:

(1) Failure to make any Monthly Loan Deposit or to make any installment of the Semiannual Loan Payment when it is due and such failure shall continue for a period of 15 days.

(2) Except as provided in Subsection 6.01(1), failure to comply with the provisions of this Agreement, failure in the performance or observance of any of the covenants or actions required by this Agreement or the Suspension of this Agreement by the Department pursuant to Section 8.14 below, and such failure shall continue for a period of 30 days after written notice thereof to the Local Government by the Department.

(3) Any warranty, representation or other statement by, or on behalf of, the Local Government contained in this Agreement or in any information furnished in compliance with, or in reference to, this Agreement, which is false or misleading, or if Local Government shall fail to keep, observe or perform any of the terms, covenants, representations or warranties contained in this Agreement, the Note, or any other document given in connection with the Loan (provided, that with respect to non-monetary defaults, Department shall give written notice to Local Government, which shall have 30 days to cure any such default), or is unable or unwilling to meet its obligations thereunder.

(4) An order or decree entered, with the acquiescence of the Local Government, appointing a receiver of any part of the Water or Sewer System or Gross Revenues thereof; or if

such order or decree, having been entered without the consent or acquiescence of the Local Government, shall not be vacated or discharged or stayed on appeal within 60 days after the entry thereof.

(5) Any proceeding instituted, with the acquiescence of the Local Government, for the purpose of effecting a composition between the Local Government and its creditors or for the purpose of adjusting the claims of such creditors, pursuant to any federal or state statute now or hereafter enacted, if the claims of such creditors are payable from Gross Revenues of the Water or Sewer System.

(6) Any bankruptcy, insolvency or other similar proceeding instituted by, or against, the Local Government under federal or state bankruptcy or insolvency law now or hereafter in effect and, if instituted against the Local Government, is not dismissed within 60 days after filing.

(7) Any charge is brought alleging violations of any criminal law in the implementation of the Project or the administration of the proceeds from this Loan against one or more officials of the Local Government by a State or Federal law enforcement authority, which charges are not withdrawn or dismissed within 60 days following the filing thereof.

(8) Failure of the Local Government to give immediate written notice of its knowledge of a potential default or an event of default to the Department and such failure shall continue for a period of 30 days.

6.02. REMEDIES.

All rights, remedies, and powers conferred in this Agreement and the transaction documents are cumulative and are not exclusive of any other rights or remedies, and they shall be in addition to every other right, power, and remedy that Department may have, whether specifically granted in this Agreement or any other transaction document, or existing at law, in equity, or by statute. Any and all such rights and remedies may be exercised from time to time and as often and in such order as Department may deem expedient. Upon any of the Events of Default and subject to the rights of others having prior liens on the Pledged Revenues, the Department may enforce its rights by, *inter alia*, any of the following remedies:

(1) By mandamus or other proceeding at law or in equity, cause to establish rates and collect fees and charges for use of the Water and Sewer Systems, and to require the Local Government to fulfill this Agreement.

(2) By action or suit in equity, require the Local Government to account for all moneys received from the Department or from the ownership of the Water and Sewer Systems and to account for the receipt, use, application, or disposition of the Pledged Revenues.

(3) By action or suit in equity, enjoin any acts or things which may be unlawful or in violation of the rights of the Department.

(4) By applying to a court of competent jurisdiction, cause to appoint a receiver to manage the Water and Sewer Systems, establish and collect fees and charges, and apply the revenues to the reduction of the obligations under this Agreement.

(5) By certifying to the Auditor General and the Chief Financial Officer delinquency on loan repayments, the Department may intercept the delinquent amount plus a penalty from any unobligated funds due to the Local Government under any revenue or tax sharing fund established by the State, except as otherwise provided by the State Constitution. The Department may impose a penalty in an amount not to exceed an interest rate of 18 percent per annum on the amount due in addition to charging the cost to handle and process the debt. Penalty interest shall accrue on any amount due and payable beginning on the 30th day following the date upon which payment is due.

(6) By notifying financial market credit rating agencies and potential creditors.

(7) By suing for payment of amounts due, or becoming due, with interest on overdue payments together with all costs of collection, including attorneys' fees.

(8) By accelerating the repayment schedule or increasing the Financing Rate on the unpaid principal of the Loan to as much as 1.667 times the Financing Rate.

6.03. DELAY AND WAIVER.

No course of dealing between Department and Local Government, or any failure or delay on the part of Department in exercising any rights or remedies hereunder, shall operate as a waiver of any rights or remedies of Department, and no single or partial exercise of any rights or remedies hereunder shall operate as a waiver or preclude the exercise of any other rights or remedies hereunder. No delay or omission by the Department to exercise any right or power accruing upon Events of Default shall impair any such right or power or shall be construed to be a waiver of any such default or acquiescence therein, and every such right and power may be exercised as often as may be deemed expedient. No waiver or any default under this Agreement shall extend to or affect any subsequent Events of Default, whether of the same or different provision of this Agreement, or shall impair consequent rights or remedies.

ARTICLE VII - THE PLEDGED REVENUES

7.01. SUPERIORITY OF THE PLEDGE TO THE DEPARTMENT.

From and after the effective date of this Agreement, the Department shall have a lien on the Pledged Revenues, which along with any other Department State Revolving Fund liens on the Pledged Revenues, of equal priority, will be prior and superior to any other lien, pledge or assignment with the following exception. All obligations of the Local Government under this Agreement shall be junior, inferior, and subordinate in all respects in right of payment and security to the Senior Revenue Debt defined in Section 1.01 of this Agreement and to any additional senior obligations issued with the Department's consent pursuant to Section 7.02. The Department may release its lien on such Pledged Revenues in favor of the Department if the Department makes a determination in its sole discretion, based upon facts deemed sufficient by the Department, that the remaining Pledged Revenues will, in each Fiscal Year, equal or exceed 1.15 times the debt service coming due in each Fiscal Year under the terms of this Agreement.

7.02. ADDITIONAL DEBT OBLIGATIONS.

The Local Government may issue additional debt obligations on a parity with, or senior to, the lien of the Department on the Pledged Revenues provided the Department's written consent is obtained. Such consent may be granted if the Local Government demonstrates at the time of such issuance that the Pledged Revenues, which may take into account reasonable projections of growth of the Water and Sewer Systems and revenue increases, plus revenues to be pledged to the additional proposed debt obligations will, during the period of time Semiannual Loan Payments are to be made under this Agreement, equal or exceed 1.15 times the annual combined debt service requirements of this Agreement and the obligations proposed to be issued by the Local Government and will satisfy the coverage requirements of all other debt obligations secured by the Pledged Revenues.

ARTICLE VIII - GENERAL PROVISIONS

8.01. DISCHARGE OF OBLIGATIONS.

All payments required to be made under this Agreement shall be cumulative and any deficiencies in any Fiscal Year shall be added to the payments due in the succeeding year and all years thereafter until fully paid. Payments shall continue to be secured by this Agreement until all of the payments required shall be fully paid to the Department. If at any time the Local Government shall have paid, or shall have made provision for the timely payment of, the entire principal amount of the Loan, and as applicable, Loan Service Fee, interest, and Grant Allocation Assessment charges, the pledge of, and lien on, the Pledged Revenues to the Department shall be no longer in effect. Deposit of sufficient cash, securities, or investments, authorized by law, from time to time, may be made to effect defeasance of this Loan. However, the deposit shall be made in irrevocable trust with a banking institution or trust company for the sole benefit of the Department. There shall be no penalty imposed by the Department for early retirement of this Loan.

8.02. PROJECT RECORDS AND STATEMENTS.

Books, records, reports, engineering documents, contract documents, and papers shall be available to the authorized representatives of the Department for inspection at any reasonable time after the Local Government has received a disbursement and until five years after the Final Amendment date.

8.03. ACCESS TO PROJECT SITE.

The Local Government shall provide access to Project sites and administrative offices to authorized representatives of the Department at any reasonable time. The Local Government shall cause its engineers and contractors to cooperate during Project inspections, including making available working copies of plans and specifications and supplementary materials.

8.04. ASSIGNMENT OF RIGHTS UNDER AGREEMENT.

The Department may assign any part of its rights under this Agreement after notification to the Local Government. The Local Government shall not assign rights created by this Agreement without the written consent of the Department.

8.05. AMENDMENT OF AGREEMENT.

This Agreement may be amended in writing, except that no amendment shall be permitted which is inconsistent with statutes, rules, regulations, executive orders, or written agreements between the Department and the U.S. Environmental Protection Agency (EPA). This Agreement may be amended after all construction contracts are executed to re-establish the Project cost, Loan amount, Project schedule, and Semiannual Loan Payment amount. A Final Amendment establishing the final Project costs and the Loan Service Fee based on actual Project costs shall be completed after the Department's final inspection of the Project records.

8.06. ABANDONMENT OF AGREEMENT BY LOCAL GOVERNMENT.

The Local Government must draw Loan proceeds within eighteen months after the effective date of this Agreement, or by the date set in Section 10.07 to establish the Loan Debt Service Account, whichever date occurs first. Failure by the Local Government to do so shall constitute its abrogation and abandonment of the rights hereunder, and the Department may then, upon written notification to the Local Government, terminate this Agreement.

8.07. SEVERABILITY CLAUSE.

If any provision of this Agreement shall be held invalid or unenforceable, the remaining provisions shall be construed and enforced as if such invalid or unenforceable provision had not been contained herein.

8.08. SIGNAGE.

The Local Government agrees to comply with signage guidance in order to enhance public awareness of EPA assistance agreements nationwide. A copy of this guidance is listed as on the Department's webpage at http://www.dep.state.fl.us/water/wff/index.htm as "Signage Guidance for Capitalization Grant Projects

8.09. DAVIS-BACON ACT REQUIREMENT.

(1) The Local Government shall periodically interview 10% of the work force entitled to Davis-Bacon prevailing wages (covered employees) to verify that contractors or subcontractors are paying the appropriate wage rates. Local Governments shall immediately conduct interviews in response to an alleged violation of the prevailing wage requirements. As provided in 29 CFR 5.6(a)(5) all interviews must be conducted in confidence. The Local Government must use Standard Form 1445 or equivalent documentation to memorialize the interviews. Copies of the SF 1445 are available from EPA on request.

(2) The Local Government shall periodically conduct spot checks of a representative sample of weekly payroll data to verify that contractors or subcontractors are paying the appropriate wage rates. The Local Government shall establish and follow a spot check schedule based on its assessment of the risks of noncompliance with Davis-Bacon posed by contractors or subcontractors and the duration of the contract or subcontract. At a minimum, if practicable, the subrecipient should spot check payroll data within two weeks of each contractor or subcontractor's submission of its initial payroll data and two weeks prior to the completion date of the contract or subcontract. Local Governments must conduct more frequent spot checks if the initial spot check or other information indicates that there is a risk that the contractor or subcontractor is not complying with Davis-Bacon. In addition, during the examinations the Local Government shall verify evidence of fringe benefit plans and payments thereunder by contractors and subcontractors who claim credit for fringe benefit contributions.

(3) The Local Government shall periodically review contractors' and subcontractors' use of apprentices and trainees to verify registration and certification with respect to apprenticeship and training programs approved by either the U.S Department of Labor (DOL) or a state, as appropriate, and that contractors and subcontractors are not using disproportionate numbers of laborers, trainees, and apprentices. These reviews shall be conducted in accordance with the schedules for spot checks and interviews described in items (1) and (2) above.

(4) Local Governments must immediately report potential violations of the Davis-Bacon prevailing wage requirements to the EPA Davis-Bacon contact Sheryl Parsons at Parsons.Sheryl@epamail.epa.gov and to the appropriate DOL Wage and Hour District Office listed at http://www.dol.gov/whd/america2.htm.

8.10. AMERICAN IRON AND STEEL REQUIREMENT.

The Local Government's subcontracts must contain requirements that all of the iron and steel products used in the Project are in compliance with the American Iron and Steel requirement as described in Section 608 of the Federal Water Pollution Control Act unless the Local Government has obtained a waiver pertaining to the Project or the Department has advised the Local Government that the requirement is not applicable to the Project.

8.11. FISCAL SUSTAINABILITY PLAN.

The Federal Water Pollution Control Act (FWPCA), under Section 603(d)(1)(E)(i) of that act, requires a recipient of a Loan for a project that involves the repair, replacement, or expansion of a treatment works to develop and implement a Fiscal Sustainability Plan or certify that it has developed and implemented such a plan.

The Local Government shall either develop and implement a Fiscal Sustainability Plan or certify that it has been developed and implemented a Fiscal Sustainability Plan , that includes the following : An inventory of critical assets that are a part of the treatment works; an evaluation of the condition and performance of inventoried assets or asset groupings; a certification that the recipient has evaluated and will be implementing water and energy conservation efforts as part of the plan; and a plan for maintaining, repairing, and, as necessary, replacing the treatment works and a plan for funding such activities.

At a minimum, the Fiscal Sustainability Plan shall include: an inventory of critical assets that are part of the Project funded by this Agreement; an evaluation of the condition and performance of these assets; a certification that the assistance recipient has evaluated and will be implementing water and energy conservation efforts as part of the plan; and a plan for maintaining, repairing, and, as necessary, replacing the treatment works and a plan for funding such activities.

A Fiscal Sustainability Plan certification is a certification by the Local Government that the Fiscal Sustainability Plan has been developed and is being implemented. For systems that self-certify under Section 603(d)(1)(E)(ii), certification is due at the time of loan closing. For systems developing a Fiscal Sustainability Plan under Section 603(d)(1)(E)(i), the requirement to develop and implement a Fiscal Sustainability Plan is a condition of the Loan Agreement and is due before the final disbursement is approved.

8.12. PUBLIC RECORDS ACCESS.

(1) The Local Government shall comply with Florida Public Records law under Chapter 119, F.S. Records made or received in conjunction with this Agreement are public records under Florida law, as defined in Section 119.011(12), F.S. The Local Government shall keep and maintain public records required by the Department to perform the services under this Agreement.

(2) This Agreement may be unilaterally canceled by the Department for refusal by the Local Government to either provide to the Department upon request, or to allow inspection and copying of all public records made or received by the Local Government in conjunction with this Agreement and subject to disclosure under Chapter 119, F.S., and Section 24(a), Article I, Florida Constitution.

(3) IF THE LOCAL GOVERNMENT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE LOCAL GOVERNMENT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE DEPARTMENT'S CUSTODIAN OF PUBLIC RECORDS AT (850) 245-2118, by email at public.services@dep.state.fl.us, **or at the mailing address below:**

Department of Environmental Protection
ATTN: Office of Ombudsman and Public Services
Public Records Request
3900 Commonwealth Blvd, MS 49
Tallahassee, FL 32399

8.13. SCRUTINIZED COMPANIES.

(1) The Local Government certifies that it and its subcontractors are not on the Scrutinized Companies that Boycott Israel List. Pursuant to Section 287.135, F.S., the Department may immediately terminate this Agreement at its sole option if the Local Government or its subcontractors are found to have submitted a false certification; or if the Local Government, or its subcontractors are placed on the Scrutinized Companies that Boycott Israel List or is engaged in the boycott of Israel during the term of the Agreement.

(2) If this Agreement is for more than one million dollars, the Local Government certifies that it and its subcontractors are also not on the Scrutinized Companies with Activities in Sudan, Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or engaged with business operations in Cuba or Syria as identified in Section 287.135, F.S. Pursuant to Section 287.135, F.S., the Department may immediately terminate this Agreement at its sole option if the Local Government, its affiliates, or its subcontractors are found to have submitted a false certification; or if the Local Government, its affiliates, or its subcontractors are placed on the Scrutinized Companies that Boycott the Scrutinized Companies with Activities in Sudan List, or Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or engaged with business operations in Cuba or Syria during the term of the Agreement.

(3) The Local Government agrees to observe the above requirements for applicable subcontracts entered into for the performance of work under this Agreement.

(4) As provided in Subsection 287.135(8), F.S., if federal law ceases to authorize these contracting prohibitions then they shall become inoperative.

8.14. SUSPENSION.

The Department may suspend any or all of its obligations to Loan or provide financial accommodation to the Local Government under this Agreement in the following events, as determined by the Department:

(1) The Local Government abandons or discontinues the Project before its completion,

(2) The commencement, prosecution, or timely completion of the Project by the Local Government is rendered improbable or the Department has reasonable grounds to be insecure in Local Government's ability to perform, or

(3) The implementation of the Project is determined to be illegal, or one or more officials of the Local Government in responsible charge of, or influence over, the Project is charged with violating any criminal law in the implementation of the Project or the administration of the proceeds from this Loan.

The Department shall notify the Local Government of any suspension by the Department of its obligations under this Agreement, which suspension shall continue until such time as the event or condition causing such suspension has ceased or been corrected, or the Department has re-instated the Agreement.

Local Government shall have no more than 30 days following notice of suspension hereunder to remove or correct the condition causing suspension. Failure to do so shall constitute a default under this Agreement.

Following suspension of disbursements under this Agreement, the Department may require reasonable assurance of future performance from Local Government prior to re-instating the Loan. Such reasonable assurance may include, but not be limited to, a payment mechanism using two party checks, escrow or obtaining a Performance Bond for the work remaining.

Following suspension, upon failure to cure, correct or provide reasonable assurance of future performance by Local Government, the Department may exercise any remedy available to it by this Agreement or otherwise and shall have no obligation to fund any remaining Loan balance under this Agreement.

ARTICLE IX - CONSTRUCTION CONTRACTS AND INSURANCE

9.01. AUTHORIZATION TO AWARD CONSTRUCTION CONTRACTS.

The following documentation is required to receive the Department's authorization to award construction contracts:

(1) Proof of advertising.

(2) Award recommendation, bid proposal, and bid tabulation (certified by the responsible engineer).

(3) Certification of compliance with the conditions of the Department's approval of competitively or non-competitively negotiated procurement, if applicable.

(4) Certification Regarding Disbarment, Suspension, Ineligibility and Voluntary Exclusion.

(5) Certification by the Authorized Representative that affirmative steps were taken to encourage Minority and Women's Business Enterprises participation in Project construction.

(6) Current certifications for Minority and Women's Business Enterprises participating in the contract. If the goals as stated in the plans and specifications are not met, documentation of actions taken shall be submitted.

(7) Certification that the Local Government and contractors are in compliance with labor standards, including prevailing wage rates established for its locality by the DOL under the Davis-Bacon Act for Project construction.

(8) Certification that all procurement is in compliance with Section 8.10 which states that all iron and steel products used in the Project must be produced in the United States unless (a) a waiver is provided to the Local Government by the EPA or (b) compliance would be inconsistent with United States obligations under international agreements.

9.02. SUBMITTAL OF CONSTRUCTION CONTRACT DOCUMENTS.

After the Department's authorization to award construction contracts has been received, the Local Government shall submit:

(1) Contractor insurance certifications.

(2) Executed Contract(s).

(3) Notices to proceed with construction.

9.03. INSURANCE REQUIRED.

The Local Government shall cause the Project, as each part thereof is certified by the engineer responsible for overseeing construction as completed, and the Water and Sewer Systems (hereafter referred to as "Revenue Producing Facilities") to be insured by an insurance company or companies licensed to do business in the State of Florida against such damage and destruction risks as are customary for the operation of Water and Sewer Systems of like size, type and location to the extent such insurance is obtainable from time to time against any one or more of such risks.

The proceeds of insurance policies received as a result of damage to, or destruction of, the Project or the other Revenue Producing Facilities, shall be used to restore or replace damaged portions of the facilities. If such proceeds are insufficient, the Local Government shall provide additional funds to restore or replace the damaged portions of the facilities. Repair, construction or replacement shall be promptly completed.

ARTICLE X - DETAILS OF FINANCING

10.01. PRINCIPAL AMOUNT OF LOAN.

The estimated principal amount of the Loan is $3,630,800, which consists of $3,600,000 to be disbursed to the Local Government and $30,800 of Capitalized Interest.

Capitalized Interest is not disbursed to the Local Government, but is amortized via periodic Loan repayments to the Department as if it were actually disbursed. Capitalized Interest is computed at the Financing Rate, or rates, set for the Loan. It accrues and is compounded annually from the time when disbursements are made until six months before the first Semiannual Loan Payment is due. Capitalized Interest is estimated prior to establishing the schedule of actual disbursements.

10.02. LOAN SERVICE FEE.

The Loan Service Fee is estimated as $72,000 for the Loan amount authorized to date. The fee represents two percent of the Loan amount excluding Capitalized Interest amount; that is, two percent of $3,600,000. The Loan Service Fee is estimated at the time of execution of the loan agreement and shall be revised with any increase or decrease amendment. The Loan Service Fee is based on actual Project costs and assessed in the final loan amendment. The Local

Government shall pay the Loan Service Fee from the first available repayment(s) following the Final Amendment.

10.03. FINANCING RATE.

The Financing Rate on the unpaid principal of the Loan amount specified in Section 10.01 is 1.02 percent per annum. The Financing Rate equals the sum of the interest rate and the Grant Allocation Assessment Rate. The interest rate is 1.02 percent per annum and the Grant Allocation Assessment rate is 0 percent per annum. However, if this Agreement is not executed by the Local Government and returned to the Department before April 1, 2019 the Financing Rate may be adjusted. A new Financing Rate shall be established for any funds provided by amendment to this Agreement.

10.04. LOAN TERM.

The Loan term shall be 20 years.

10.05. REPAYMENT SCHEDULE.

Repayments shall be made semiannually (twice per year). The Semiannual Loan Payment shall be computed based upon the principal amount of the Loan plus the estimated Loan Service Fee and the principle of level debt service. The Semiannual Loan Payment amount may be adjusted, by amendment of this Agreement, based upon revised information. After the final disbursement of Loan proceeds, the Semiannual Loan Payment shall be based upon the actual Project costs, the actual Loan Service Fee and Loan Service Fee capitalized interest, if any, and actual dates and amounts of disbursements, taking into consideration any previous payments. Actual Project costs shall be established after the Department's inspection of the completed Project and associated records. The Department will deduct the Loan Service Fee and any associated interest from the first available repayments following the Final Amendment.

Each Semiannual Loan Payment shall be in the amount of $102,568 until the payment amount is adjusted by amendment. The interest and Grant Allocation Assessment portions of each Semiannual Loan Payment shall be computed, using their respective rates, on the unpaid balance of the principal amount of the Loan, which includes Capitalized Interest. Interest (at the Financing Rate) also shall be computed on the estimated Loan Service Fee. The interest and Grant Allocation Assessment on the unpaid balance shall be computed as of the due date of each Semiannual Loan Payment.

Semiannual Loan Payments shall be received by the Department beginning on April 15, 2021 and semiannually thereafter on October 15 and April 15 of each year until all amounts due hereunder have been fully paid. Funds transfer shall be made by electronic means.

The Semiannual Loan Payment amount is based on the total amount owed of $3,702,800, which consists of the Loan principal and the estimated Loan Service Fee.

10.06. PROJECT COSTS.

The Local Government and the Department acknowledge that the actual Project costs have not been determined as of the effective date of this Agreement. Project cost adjustments may be made as a result of construction bidding or mutually agreed upon Project changes. Capitalized Interest will be recalculated based on actual dates and amounts of Loan disbursements. If the Local Government receives other governmental financial assistance for this Project, the costs funded by such other governmental assistance will not be financed by this Loan. The Department shall establish the final Project costs after its final inspection of the Project records. Changes in Project costs may also occur as the result of an audit.

The Local Government agrees to the following estimates of Project costs:

CATEGORY	PROJECT COSTS ($)
Construction and Demolition	3,200,000
Contingencies	320,000
Technical Services After Bid Opening	80,000
SUBTOTAL (Disbursable Amount)	3,600,000
Capitalized Interest	30,800
TOTAL (Loan Principal Amount)	3,630,800

10.07. SCHEDULE.

The Local Government agrees by execution hereof:

(1) This Agreement shall be effective on August 8, 2018. Invoices submitted for work conducted on or after this date shall be eligible for reimbursement.

(2) Completion of Project construction is scheduled for October 15, 2020.

(3) The Loan Debt Service Account shall be established and Monthly Loan Deposits shall begin no later than October 15, 2020.

(4) The first Semiannual Loan Payment in the amount of $102,568 shall be due April 15, 2021.

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ARTICLE XI - EXECUTION OF AGREEMENT

This Loan Agreement WW080251 may be executed in two or more counterparts, any of which shall be regarded as an original and all of which constitute but one and the same instrument.

IN WITNESS WHEREOF, the Department has caused this Agreement to be executed on its behalf by the Secretary or Designee and the Local Government has caused this Agreement to be executed on its behalf by its Authorized Representative and by its affixed seal. The effective date of this Agreement shall be as set forth below by the Department.

for
CHARLOTTE COUNTY

_____
County Administrator

ATTEST:
Roger D. Eaton, Clerk of the Circuit Court and Ex-officio Clerk to the Board of County Commissiners

_____
Deputy Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

Janette S. Knowlton

_____
Janette Knowlton, County Attorney
LR19-0180 MWH

for
STATE OF FLORIDA
DEPARTMENT OF ENVIRONMENTAL PROTECTION

_____ _____
Secretary or Designee Date

Charlotte County Board Of County Commissioners
Agenda Item Summary

Item Number: P - 2.

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1 DEPARTMENT MAKING REQUEST

Utilities

2 MEETING DATE

3/26/2019

3 REQUESTED MOTION/ACTION

Approve the 2019 Charlotte County 20-year projected water demands for submittal to the Peace River/Manasota Regional Water Supply Authority.

4 AGENDA

Consent

5 IS THIS ITEM BUDGETED (IF APPLICABLE) -

Budget Action
No action needed.

Financial Impact Summary Statement
None.

Detailed Analysis Attached -

Budget Officer-

6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)

In accordance with Master Water Supply Contract section 11.1, each Water Authority customer must submit its 20-year water demand projections to the Water Authority yearly. The attached tables show Utilities' projected Annual Average Day Demand, Peak Month Average Day Demand and Maximum Day Demand for the next 20 years based upon the current growth projections.
The Basis of Demand Assumptions for water to be supplied by the Water Authority assumes 225 gallons per day (gpd) level of service per residential connection, which equates to 105.14 gpd of water per capital at 2.14 persons per household. The Master Supply Contract and its First Amendment are attached for your reference.

ATTACHMENTS:

File Name	Description	Upload Date	Type
2019-0326_PR_Annual_Water_Demand_Projections.docx	cover memo	3/5/2019	Cover Memo
CC_Peace_River_Demands.pdf	Water Demand Projection	3/5/2019	Backup Material

March 26, 2019

Mr. Patrick J. Lehman, P.E.
Executive Director
Peace River/Manasota Regional Water Supply Authority
9415 Town Center Parkway
Bradenton, FL 34202

Subject: Annual Water Demand Projections

Dear Pat:

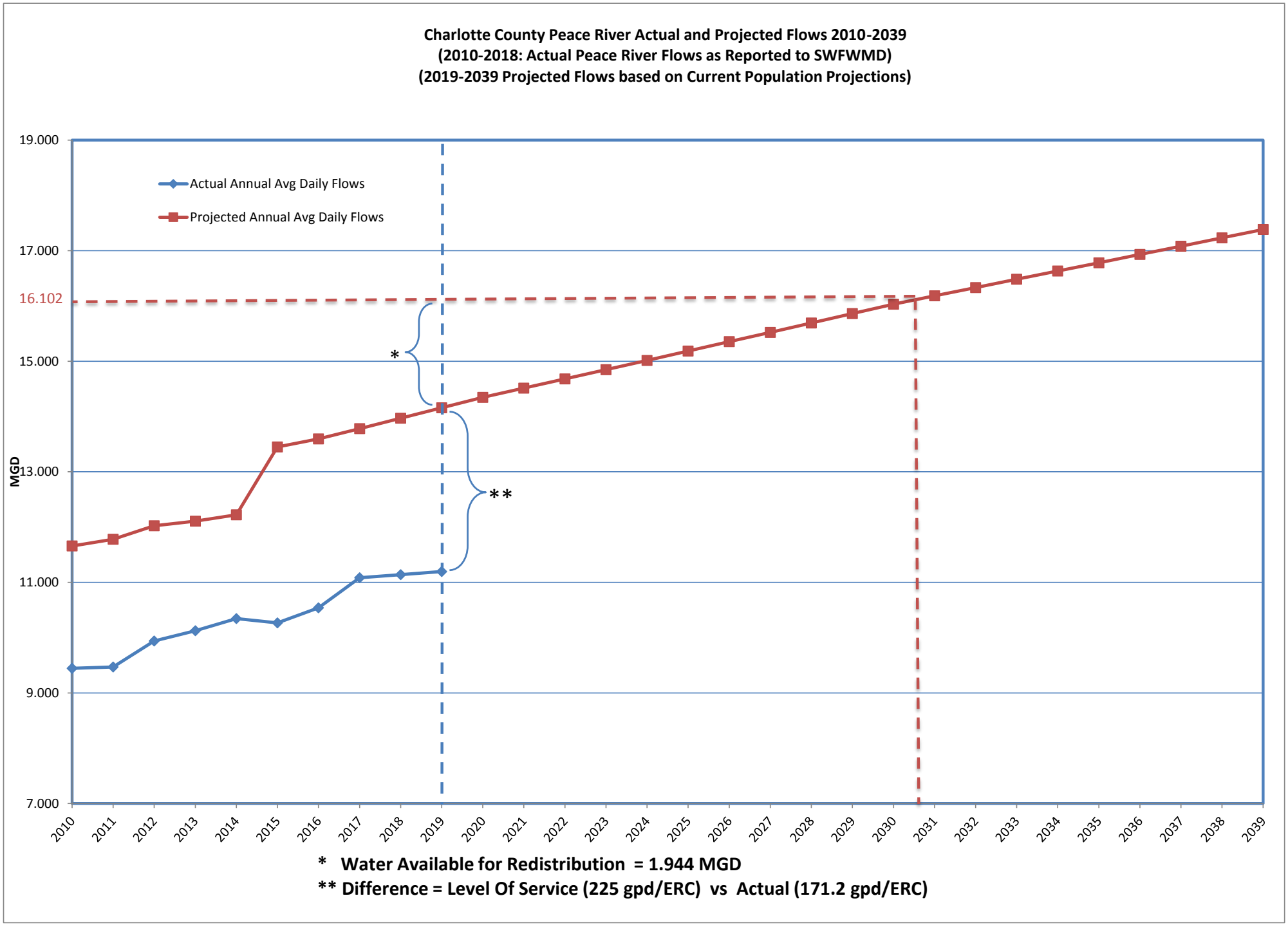
In accordance with Section 11 “Future Water Supply Procedure” of the Peace River/Manasota Regional Water Supply Authority Master Water Supply Contract, attached you will find Charlotte County’s (FY2019-2039) twenty-year water demand projections approved by Charlotte County Board of County Commissioners on Tuesday, March 26, 2019.

If you have any questions, please feel free to contact me at (941) 764-4502.

Sincerely,

Craig Rudy
Utilities Director

c: Ray Sandrock, County Administrator
Marilyn Miller, Assistant County Attorney


Charlotte County Peace River Actual and Projected Flows 2010-2039
(2010-2018: Actual Peace River Flows as Reported to SWFWMD)
(2019-2039 Projected Flows based on Current Population Projections)
Actual Annual Avg Daily Flows
Projected Annual Avg Daily Flows
MGD
19.000
17.000
16.102
15.000
13.000
11.000
9.000
7.000
*
**
2010
2011
2012
2013
2014
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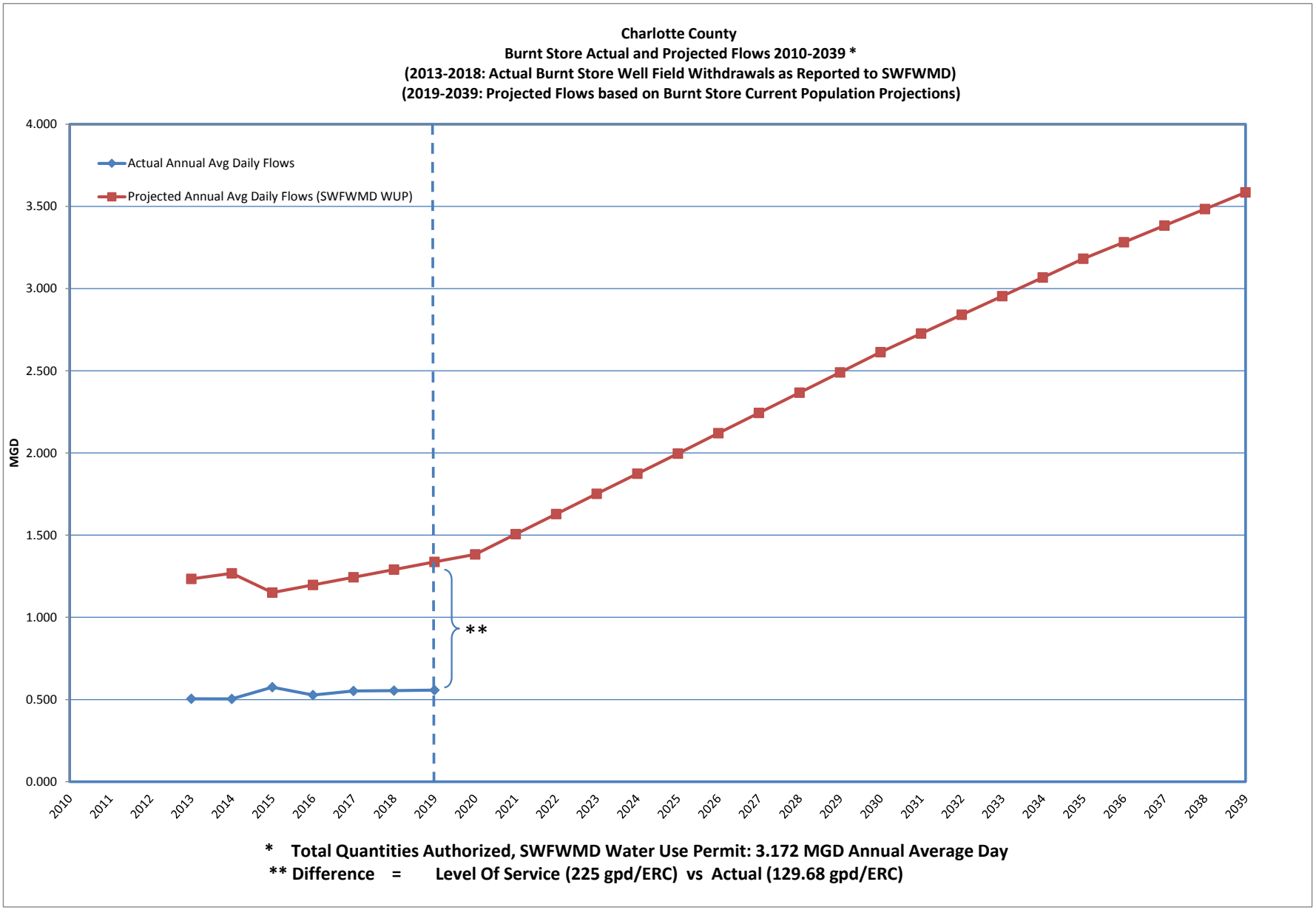
2037
2038
2039
* Water Available for Redistribution = 1.944 MGD
** Difference = Level Of Service (225 gpd/ERC) vs Actual (171.2 gpd/ERC)

3/5/2019

Charlotte County Peace River Projected Flows			
Year	Annual Avg Flows (MGD)	Peak Month Flows (1.20 * Annual Avg)	Max Day Flows (1.50 * Annual Avg)
2019	14.158	16.990	21.238
2020	14.347	17.217	21.521
2021	14.512	17.415	21.768
2022	14.680	17.616	22.020
2023	14.848	17.817	22.271
2024	15.016	18.019	22.524
2025	15.184	18.221	22.777
2026	15.354	18.424	23.030
2027	15.523	18.627	23.284
2028	15.693	18.831	23.539
2029	15.863	19.035	23.794
2030	16.033	19.240	24.050
2031	16.185	19.421	24.277
2032	16.333	19.600	24.500
2033	16.482	19.779	24.724
2034	16.632	19.958	24.948
2035	16.781	20.138	25.172
2036	16.931	20.318	25.397
2037	17.082	20.498	25.622
2038	17.232	20.678	25.848
2039	17.383	20.859	26.074

Charlotte County
Available Water Quantities Schedule
For Transfer into Redistribution Pool

FISCAL YEAR	PRE ALLOCATION (AADF-MGD)	PROJECTED DEMAND (AADF-MGD)	AVAILABLE WATER (AADF-MGD)	WATER FOR REDISTRIBUTION POOL (MGD)
FY2019	16.102	14.158	1.944	1.944
FY2020	16.102	14.347	1.755	1.500
FY2021	16.102	14.512	1.590	1.500
FY2022	16.102	14.680	1.422	Not Known
FY2023	16.102	14.848	1.254	Not Known
FY2024	16.102	15.016	1.086	Not Known
FY2025	16.102	15.184	0.918	Not Known
FY2026	16.102	15.354	0.748	Not Known
FY2027	16.102	15.354	0.748	Not Known
FY2028	16.102	15.523	0.579	Not Known
FY2029	16.102	15.693	0.409	Not Known


Charlotte County
Burnt Store Actual and Projected Flows 2010-2039 *
(2013-2018: Actual Burnt Store Well Field Withdrawals as Reported to SWFWMD)
(2019-2039: Projected Flows based on Burnt Store Current Population Projections)
Actual Annual Avg Daily Flows
Projected Annual Avg Daily Flows (SWFWMD WUP)
MGD
4.000
3.500
3.000
2.500
2.000
1.500
1.000
0.500
0.000
**
2010
2011
2012
2013
2014
2015
2016
2017
2018
2019
2020
2021
2022
2023
2024
2025
2026
2027
2028
2029
2030
2031
2032
2033
2034
2035
2036
2037
2038
2039
* Total Quantities Authorized, SWFWMD Water Use Permit: 3.172 MGD Annual Average Day
** Difference = Level Of Service (225 gpd/ERC) vs Actual (129.68 gpd/ERC)

Charlotte County Projected Burnt Store Flows			
Year	Annual Avg Flows (MGD)	Peak Month Flows (1.20 * Annual Avg)	Max Day Flows (1.50 * Annual Avg)
2019	1.337	1.604	2.005
2020	1.383	1.660	2.075
2021	1.506	1.807	2.259
2022	1.629	1.954	2.443
2023	1.751	2.102	2.627
2024	1.874	2.249	2.811
2025	1.997	2.396	2.995
2026	2.120	2.544	3.180
2027	2.243	2.692	3.365
2028	2.367	2.840	3.550
2029	2.490	2.988	3.735
2030	2.613	3.136	3.920
2031	2.727	3.272	4.091
2032	2.841	3.409	4.261
2033	2.954	3.545	4.431
2034	3.068	3.682	4.602
2035	3.182	3.818	4.772
2036	3.282	3.939	4.924
2037	3.383	4.060	5.075
2038	3.484	4.181	5.226
2039	3.585	4.302	5.378

Charlotte County Board Of County Commissioners
Agenda Item Summary

Item Number: R - 1.

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1 DEPARTMENT MAKING REQUEST

Regular Agenda

2 MEETING DATE

3/26/2019

3 REQUESTED MOTION/ACTION

Discussion and approval of the 2019 Federal Legislative Agenda.

4 AGENDA

5 IS THIS ITEM BUDGETED (IF APPLICABLE) -

Budget Action

Financial Impact Summary Statement

Detailed Analysis Attached -

Budget Officer-

6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)

ATTACHMENTS:

File Name	Description	Upload Date	Type
2019_charlotte_county_federal_agenda_revised_draft.pdf	2019 Charlotte County Federal Legislative Agenda	3/15/2019	Backup Material

Charlotte County, Florida
2019 Federal Legislative Agenda

Prepared by Thorn Run Partners for the

Charlotte County Board of County Commissioners

Commissioner Chris Constance
Commissioner Stephen R. Deutsch
Commissioner Ken Doherty
Commissioner Joe Tiseo
Commissioner Bill Truex

Questions regarding the information in this book may be directed to:

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March 2019

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Charlotte County, Florida
2019 Federal Legislative Agenda

Water Resources and Environment

National Flood Insurance Program **6**

Support efforts to improve the National Flood Insurance Program for the benefit of all participants.

Water Quality and Red Tide **9**

Support research and monitoring programs to address red tide. ***Support*** efforts to improve water quality for all water entering the Gulf of Mexico, including from the coast of Florida and other tributaries, such as the Mississippi River.

Shoreline and Inlet Management **10**

Support adequate annual funding for the Corps of Engineers Investigations account, including additional funding specifically for "shore protection" studies not identified in the annual Administration budget. ***Support*** initiation of a Corps of Engineers General Reevaluation or other report of the Manasota Key shoreline via the Corps of Engineers disaster supplemental or annual Work Plan, focusing primarily on those areas recommended for a project in 1981 to address sediment management and erosion of beaches, and to provide for safer navigation.

Charlotte Harbor Conservation; Central Sewers **12**

Support efforts to secure funding for Charlotte County sewer system expansion. ***Support*** amending existing Charlotte County water infrastructure authorization via the Water Resources Development Act to allow $30,000,000 for the Restoration of Water Quality in the Impaired Waters of Charlotte Harbor Project.

Everglades Restoration **14**

Support adequate funding for Everglades restoration. ***Support*** continuing implementation of all facets of Everglades restoration, including: funding continued work on the Central Everglades Planning Project, full funding for the restoration of the Herbert Hoover Dike, and continued funding for the Tamiami Trail bridging project to send more water south and reduce the need for discharges from Lake Okeechobee during wet periods. ***Monitor*** the effort of the Army Corps of Engineers to update the Lake Okeechobee System Operating Manual.

RESTORE Act **16**

Monitor federal implementation of the RESTORE Act to ensure continued benefit to Charlotte County. ***Support*** efforts to secure funding for Charlotte County. ***Support*** efforts to allow bonding of future RESTORE receipts so communities may implement complete projects now instead of waiting for funding to be available.

Waters of the United States and Regulatory Relief **18**

Monitor activity related to the implementation of the Waters of the U.S. rule. ***Oppose*** aspects of the proposed rule that would negatively affect Charlotte County.

Energy Exploration **19**

Oppose the potential expansion of energy exploration in Florida.

Endangered Species Act and Regulatory Reforms **21**

Support efforts to streamline the Endangered Species Act and increase cooperation with state and local authorities. ***Support*** efforts to further regulatory reform, including with respect to transportation projects which receive less than $5 million in federal investment.

Transportation

Infrastructure Investment **23**

Support new federal investment in infrastructure. ***Support*** all opportunities to secure funding for Charlotte County's infrastructure priorities.

Federal Aviation Administration Authorization **24**

Support the passage of a long-term FAA reauthorization bill, to include the Airport Improvement Program and the Contract Tower Program. ***Support*** $3.35 billion in annual appropriations for the Airport Improvement Program. ***Support*** Charlotte County Airport Authority grant proposals through the FAA Airport Improvement Program. ***Support*** annual full and dedicated funding for the FAA Contract Tower Program.

Transportation Authorization **25**

Monitor proposed changes to federal highway programs. ***Support*** the passage of a long-term surface transportation reauthorization bill. ***Support*** sufficient funding for transportation infrastructure projects of importance to the County.

Economic Development & Social Services

Opioid Addiction **26**

Support appropriations activities to fund programs in CARA, the 21st Century Cures Act or other programs to address the opioid crisis. ***Monitor*** HHS for guidance regarding the allocation of 21st Century Cures state formula funding. ***Support*** attempts by entities within Charlotte County to secure funding to fight opioid addiction.

Healthcare Reform **28**

Monitor efforts to repeal/replace or amend the Affordable Care Act. ***Monitor*** changes to Medicaid and Medicare. ***Support*** the repeal of the excise tax on high-cost health insurance plans (a.k.a. the Cadillac tax) within the Affordable Care Act.

Medical Marijuana **30**

Support legislation to prevent federal interference with Florida's medical marijuana program.

Community Services Block Grants & the Low Income Home Energy Program **31**

Monitor funding levels for the Community Services Block Grant and the Low Income Home Energy Program because of their critical role in the County's efforts to support those that are least fortunate. ***Support*** any applicable funding opportunities for the Human Services Department.

Assessment of Fair Housing Rule **32**

Monitor implementation of the Department of Housing and Urban Development's Assessment of Fair Housing Rule.

Economic Development **33**

Support Charlotte County EDA grant applications as applicable, including potential applications for improvements to Parkside, Charlotte Harbor, and Murdock Village Community Redevelopment Areas or other infrastructure projects. ***Support*** continued adequate funding of the Economic Development Administration. ***Monitor*** Opportunity Zone regulations to help Charlotte County gain as much benefit as possible from development in their three Opportunity Zones-designated Census tracts.

Local Government Issues

Federal Emergency Management Agency Disaster Assistance **35**

Monitor implementation of the legislation to prohibit the Federal Emergency Management Agency from de-obligating previously awarded disaster funds for projects that have been certified as complete by the state for at least three years.

Domestic Discretionary Spending Pressure **36**

Monitor proposed cuts to non-defense discretionary programs of importance to Charlotte County.

Website Compliance with the Americans with Disabilities Act **37**

Support the issuance of guidance from the Department of Justice to provide objective standards for website to be in compliance with the Americans with Disabilities Act. ***Monitor*** legislation that impacts the Americans with Disabilities Act.

Transient Occupancy Taxes **38**

Oppose legislation that would exempt Internet travel brokers from paying taxes on the full room rate paid by the consumer, thereby costing Charlotte County and its political subdivisions the opportunity to collect the appropriate Transient Occupancy Taxes from visitors to the region.

Tax-Exempt Bonds **39**

Oppose legislation that would threaten the tax exemption on state and local bonds. ***Support*** the passage of legislation to again allow for advanced refunding of tax-exempt bonds.

FEDERAL ISSUE: National Flood Insurance Program

BACKGROUND; HOW IT MAY AFFECT CHARLOTTE COUNTY: In 1968, Congress established the National Flood Insurance Program (NFIP) to address the nation's flood exposure and challenges inherent in financing and managing flood risks in the private sector. Private insurance companies at the time claimed that the flood peril was uninsurable and, therefore, could not be underwritten in the private insurance market. A three-prong floodplain management and insurance program was created to (1) identify areas across the nation most at risk of flooding; (2) minimize the economic impact of flooding events through floodplain management ordinances; and (3) provide flood insurance to individuals and businesses.

Until 2005, the NFIP was self-supporting, as policy premiums and fees covered expenses and claim payments. Today, the program is roughly $20.5 billion in debt due to large storms.

In mid-2012, Congress passed, and the President signed, the Biggert-Waters Flood Insurance Act (BW12), a 5-year reauthorization of the NFIP that attempted to restore the program to firmer financial footing by making a number of changes to the program that impacted the County's residents. Then, in early 2014, the Homeowner Flood Insurance Affordability Act (HFIAA), was enacted in an attempt to address some of the so-called unintended consequences of BW12. While HFIAA delayed many of the premium increases implemented by BW12, in the long run, the only real difference between rate increases envisioned by the two bills is that HFIAA reinstated grandfathering. This provision originally ended by BW12 allows property owners to pay flood insurance rates based on original risk, not that which is determined by new community flood maps.

Authorization of the NFIP expires at the end of May 2019.

In Charlotte County, there are 36,516 NFIP policies for both homes and commercial properties.

116th Congressional Approach
In early March, the House Financial Services Committee introduced four draft bills to reauthorize the program, address mitigation and mapping, provide claim reforms, and make administrative reforms, among other things. These bills, along with potentially others, will likely make up the bulk of the House Majority approach to reauthorizing the NFIP.

Administrative Provisions

- Extends the life of the NFIP for 5-plus years, to the end of September 2024
- Forgives the debt of the NFIP, which is estimated to be roughly $20.5 billion
- Increases coverage limits
    - For residential properties from $250,000 to $500,000
    - For commercial properties from $500,000 to $1.5 million
- Allows for voluntary, community-wide flood insurance policies that would cover all properties within a community

Affordability Provisions

- Creates a demonstration program for policy affordability to demonstrate the effectiveness of providing means-tested discounted rates for flood insurance coverage
    - 1- to 4-family residential properties are eligible
    - Must be primary residences

    - Household income may not exceed 80 of the area median income
    - Chargeable premium rate shall be equal to 2 percent of annual area median income
    - Program must be created within 12 months of passage of the law
- Repeals the Federal Policy Fee
    - $25 per residential, primary home policy
    - $250 per non-primary, commercial, or other property

Mitigation Provisions

- Authorizes $2 billion for FEMA's Pre-Disaster Mitigation Program
- Creates a state revolving loan fund for flood mitigation projects, similar to the Clean Water or Drinking Water State Revolving Loan Funds
    - Allows states to use federal funding to capitalize a loan program that would provide funding for flood mitigation activities to homeowners, businesses, and non-profits that are eligible to participate in the NFIP and to local governments that participate in the NFIP.
    - Assistance must go to projects in the 500-year floodplain, areas of residual risk, or other areas at the discretion of the Administrator. Allows funding for projects outside the 500-year floodplain that address repetitive loss and severe repetitive loss properties.
    - Allows assistance to be given for the following types of mitigation projects:
        - Elevation
        - Floodproofing
        - Relocation of homes
        - Environmental restoration, like stormwater management, that reduces flood risk
        - Mitigation activities authorized under NFIP's Flood Mitigation Assistance program
    - Allows a state to use up to 30% of its funding to provide additional subsidization to low-income geographic areas or homeowners, including forgiveness of loan principal
- Expands the Increased Cost of Compliance Program so policyholders can use the loans for *pre-disaster* mitigation improvements
    - Allows for up to $60,000 in loans
- Provides for lower premium rates if:
    - Flood risk mitigation activities are undertaken on a block or neighborhood scale in dense urban environments
    - Mechanical systems are elevated
    - This is in addition to currently-acknowledged mitigation efforts that reduce flood insurance premiums
- Authorizes grants for Community Rating System Program Coordinators in an effort to expand their use

Mapping Provisions

- Mandates that when updating maps, FEMA must consider future flood risk, i.e. sea level rise and climate change impacts.
- Includes provisions to attempt to create a central clearing house of mapping, elevation, and other risk data to also include mitigation opportunities so policyholders can use such information to make informed decisions regarding flood risk, mitigation opportunities, and future flood insurance premiums.

Charlotte County Position

Charlotte County supports reauthorization of the National Flood Insurance Program (NFIP) with legislative, policy and programmatic modifications to improve the affordability and transparency of the program through reforms in the following areas:

1) Affordability/Rate Structure

   a. Maintain a focus on affordability; however, if rates must rise, provide a more reasonable glide path for all properties
   b. Ensure rates are consistent for all properties, including second homes and businesses
   c. Ensure NFIP rates are not excessive or unfair by making the rate-setting process more transparent to the public
2) Programmatic Modifications to Enhance NFIP's Financial Sustainability
   a. Consider Write-Your-Own reforms including reducing commissions while further incentivizing NFIP policy sales efforts
   b. Encourage greater participation by those outside of the 100-year floodplain via expanded use of the Preferred Risk Policy
   c. Further strengthen enforcement responsibilities to ensure those in the 100-year floodplain have and maintain flood insurance
   d. Privatization that maintains affordability and requires whole profile of risk (no cherry picking)
3) Mitigation
   a. Increase funding for existing flood mitigation programs
   b. Establish tax credits for mitigation efforts
   c. Consider voucher/loan programs to further emphasize mitigation, particularly for lower-income participants

POSITION: ***Support*** efforts to improve the National Flood Insurance Program for the benefit of all participants.

FEDERAL ISSUE: Water Quality and Red Tide

BACKGROUND; HOW IT MAY AFFECT CHARLOTTE COUNTY: In 2018, Charlotte County and much of the southern Gulf Coast of Florida were impacted by significant levels of the algae *Karenia Brevis*, commonly known as red tide. Outbreaks of red tide off the Florida coast have been documented since Spanish explorers first began visiting the area in the 15th century, however, a 2007 study that was conducted by the University of Miami and funded by the National Institutes of Health found that the levels of red tide have significantly increased over the past fifty years. The study found that levels of red tide measured in the area from Tampa Bay to Sanibel Island between 1994 and 2002 is thirteen to eighteen times the levels measured between 1954 and 1963. The increase in the nutrient levels in the ecosystem was found to be a significant factor in this increase.

In reaction to the 2018 outbreaks of red tide, both the state and federal government have taken action to mitigate the impacts to the local ecosystem and economy. On the federal level, the Small Business Administration (SBA) opened several recovery centers to assist small businesses impacted by red tide. The National Oceanic and Atmospheric Administration (NOAA) also implemented several research and monitoring programs to track the algae. Members of the Florida delegation, particularly Representative Francis Rooney, called on the President to declare a state of emergency as a result of the outbreak, however this request was not fulfilled. During the FY 2019 appropriations process, $1 million was allocated to the Centers for Disease Control to study, mitigate and respond to harmful algal blooms. Senator Rubio and former Senator Nelson also worked to include several other provisions in the Commerce, Justice and Science appropriations bill and the Interior and Environment appropriations bill to address harmful algal blooms.

The water quality in the Gulf of Mexico also affects the water near the shores of Charlotte County. Other sources of nutrients and pollution, such as the Mississippi River delta also contribute to the overall ecosystem in the Gulf. The Mississippi River watershed stretches north into Canada, west to Montana, Wyoming, Colorado and New Mexico and east to North Carolina, West Virginia and Pennsylvania. This broad drainage basin creates challenges for determining and addressing causes of pollution that enters the Gulf of Mexico.

POSITION: ***Support*** research and monitoring programs to address red tide. ***Support*** efforts to improve water quality for all water entering the Gulf of Mexico, including from the coast of Florida and other tributaries, such as the Mississippi River.

FEDERAL ISSUE: Shoreline and Inlet Management

BACKGROUND; HOW IT MAY AFFECT CHARLOTTE COUNTY:

Manasota Key
Over the past several years, highlighted most recently by Hurricane Irma, Charlotte County's beaches on Manasota Key have eroded to the point where the County has declared numerous emergencies to help with permitting and other homeowner challenges.

In 2016, upon seeking to engage the Corps of Engineers in a long-term solution to erosion issues, the County learned that the Corps completed a Chief of Engineers report on 29 June 1981 in response to a House Public Works Committee Resolution adopted 2 December 1971. Unfortunately, in the spring of 1981, the Charlotte County Board of County Commissioners withdrew support for the project, thereby effectively ending substantive work on the project.

Given the County's recent challenges and the work completed by the Corps in the past, the County requests that the Corps initiate a General Reevaluation or other report of the shoreline, focusing primarily on those areas recommended for a project in 1981. These include beach erosion control improvements along 3.9 miles beginning at Stump Pass and extending northward to the Sarasota County Line (along Manasota Key), including the Port Charlotte Beach State Recreational Area. At the time, the project had a benefit-cost ratio of 4.2, with initial placement of approximately 335,000 cubic yards (CY) and five-year nourishment intervals of approximately 68,000 CY each. Finally, a 1,250-foot long terminal groin was recommended to be constructed at the south end of the beach fill along Stump Pass. Sand was proposed to have come from an offshore borrow area.

To fund beach nourishment projects and studies that are generally not budgeted for by the Administration, Congress has appropriated additional funding for what Congress terms "Additional Funding for Ongoing Work." Manasota Key was not funded in the FY 2019 Work Plan or as part of the supplemental appropriations Work Plan allocating funds appropriated by Congress for disaster recovery and risk reduction studies and projects.

Knight Island and Stump Pass
Knight/Don Pedro Island in Charlotte County is a popular tourist destination and residential area that lies to the south of the Stump Pass inlet. Independent engineering analyses have demonstrated that the inlet causes severe erosion to these downdrift beaches, yet it still serves as a vital navigation inlet for recreational and other boating.

To address the inlet impact and to maintain its navigational use, Charlotte County implemented a management plan and beach restoration project in 2003 by dredging Stump Pass' navigation channel and ebb shoal and transferring that sand to the downdrift beaches. Directly bypassing the trapped sand offsets erosion losses and protects upland development on the islands while also providing for safer navigation. In 2006 and 2011, the County conducted storm damage recovery and maintenance projects to address severe erosion and navigational concerns experienced in the wake of the 2004 and 2008 hurricane seasons. Unfortunately, these efforts are not long-term solutions for Stump Pass.

Congress provides the U.S. Army Corps of Engineers with standing authorization, known as the Continuing Authorities Programs (CAP), to respond to a variety of water resource problems without the need to seek specific congressional authorization or funding for each project. Related specifically to Stump Pass, two

authorities are likely most relevant. They include CAP Sections 103 (Small Beach Erosion Control Projects) and 107 (Small Navigation Projects).

In 2012, the County engaged the Corps to explore opportunities to work with the Corps on solutions to Stump Pass erosion and shoaling concerns. A Corps team from the Jacksonville District visited the County to meet with staff, gather information, and tour Stump Pass and the downdrift beaches. While the Corps determined that there was little opportunity to get involved given the limitations of their authorities, there may be other federal opportunities in the future.

Meanwhile, Charlotte County and the Florida Department of Environmental Protection (FDEP) have jointly worked together to take a holistic approach to dredging Stump Pass and renourishing critically eroded beaches at Chadwick Park, the County's public beach park, extending southward along Palm/Knight/Bocilla/Don Pedro Islands Gulf frontage to Don Pedro State Park. Included within this project is a proposed beach stabilization structure to be place on Manasota Key north of Stump Pass. The main purpose of this structure is to reduce the rate of sand migrating into the Pass, thereby reducing the frequency of dredging cycles. This overall effort, known as the 10 Year Management Plan, was approved by FDEP for permitting in September 2015.

This project provides for continued monitoring, as required by permitting, to dredge Stump Pass in order to re-establish the 1980 channel alignment and provide for re-nourishment of critically eroded beaches. Maintenance dredging of Stump Pass and beach re-nourishment will be conducted approximately every three years. An engineered structure will be installed at Stump Pass to improve program performance. In the permitting process, an Adaptive Management Plan Strategy will be employed to provide options for modifications to structure(s) placed with initial construction or installation of additional structures in the future in response to beach and inlet management activities and storm erosion impacts.

POSITION: ***Support*** adequate annual funding for the Corps of Engineers Investigations account, including additional funding specifically for "shore protection" studies not identified in the annual Administration budget. ***Support*** initiation of a Corps of Engineers General Reevaluation or other report of the Manasota Key shoreline via the Corps of Engineers disaster supplemental or annual Work Plan, focusing primarily on those areas recommended for a project in 1981 to address sediment management and erosion of beaches, and to provide for safer navigation.

FEDERAL ISSUE: Charlotte Harbor Conservation; Central Sewers

BACKGROUND; HOW IT MAY AFFECT CHARLOTTE COUNTY: The health of Charlotte Harbor is critical to the future of Charlotte County. A significant issue that threatens the Harbor is the need to transition residents from older, often failing septic systems to central sewers.

The Environmental Protection Agency estimates that over the next 20 years, the nation must collectively invest $390 billion to update or replace existing wastewater systems and build new ones to meet increasing demand. This is an issue that affects the whole country, but in Charlotte County, fewer than 60,000 residents are on central sewer.

Many of the County's homes are within 150 feet of waterways that flow into Charlotte Harbor, necessitating that residents will ultimately need to be on central sewer. The County is currently completing the first phase of converting homes within close proximity to the Harbor to central sewer and will begin moving toward the second phase of the initiative this year. In addition to taking advantage of State Revolving Funds and tax assessments, the County is pursuing funding for additional phases of this environmentally significant project.

The RESTORE Act offers the County an opportunity to develop central sewers. In late 2012, the County presented a proposal to the Charlotte Harbor National Estuary Program for a more than $16 million project to remove septic systems, install a central sewer system, construct stormwater improvements, and implement an educational program on Best Management Practices on 10,400 total properties, 6,800 of which are existing homes. Additionally, the project is included in the State Expenditure Plan developed by the Gulf Consortium for the Spill Impact Component.

Meanwhile, a new process codified by the Water Resources Reform and Development Act (WRRDA) of 2014 presents an avenue from which to seek assistance from the Army Corps of Engineers for water quality restoration activities. Under WRRDA, the Corps is required to seek proposals for water resources studies and project modifications on an annual basis. From the proposals submitted by local sponsors, the Corps identifies those that meet certain criteria and recommends them to Congress for authorization within an Annual Report. The Report will also include an Appendix listing those proposals that are not recommended for authorization and the reasons for the lack of recommendation. Congress then has the opportunity to authorize the recommended studies and project modifications through a yes or no vote.

In 2014, the County submitted to the Corps a project modification proposal for water supply infrastructure. The County requested that its existing water supply authorization be modified to allow $16,000,000 for waste water infrastructure to address the County's Restoration of Water Quality in the Impaired Waters of Charlotte Harbor Project. However, the Administration deemed that the County's project did not meet a "core" mission of the Corps of Engineers. Congress, however, in Section 7001 of WRRDA 2014, said "the Secretary shall include…only those…proposed modifications…that are *related to the missions and authorities* of the Corps of Engineers" (emphasis added). Ecosystem restoration, as proposed under the project modification, is related to the missions and authorities of the Corps. Therefore, the County resubmitted the proposal in 2015 and will continue to engage with Congress to support the authorization amendment.

In the Senate version of the 2018 WRDA, S. 2800, the Charlotte County request was included in Section 2203, entitled *Environmental Infrastructure Projects*. Unfortunately, the provision, similar to others like it, was not included in the final WRDA bill approved by Congress.

By providing a long-term solution to significantly reduce non-point source pollutants into the receiving waters of Charlotte Harbor, the ability to support economic activities dependent on water quality will improve with the reduction/elimination of beach closures, sanitary health hazard complaints, and related impacts of nutrient and sediment loading. Removal of septic systems will increase the amount of developable land for businesses and provide for a larger variety of uses. Improving water quality will retain and increase tourism. Lastly, a continuation of the cooperative effort between public, private, and nonprofit organizations will continue the enforcement of water quality regulations and Best Management Practices.

POSITION: ***Support*** efforts to secure funding for Charlotte County sewer system expansion. ***Support*** amending existing Charlotte County water infrastructure authorization via the Water Resources Development Act to allow $30,000,000 for the Restoration of Water Quality in the Impaired Waters of Charlotte Harbor Project.

FEDERAL ISSUE: Everglades Restoration

BACKGROUND; HOW IT MAY AFFECT CHARLOTTE COUNTY: In 2000, Congress authorized a 30-year plan, termed the Comprehensive Everglades Restoration Plan (CERP), for the restoration of the Everglades ecosystem in southern Florida. CERP generally focuses on increasing the storage of excess water in the rainy season to provide more water during the dry season for the ecosystem and for urban and agricultural users. When originally authorized, it was estimated that CERP would cost a total of $8.2 billion and take approximately 30 years to complete. More recent estimates indicate the plan may take 50 years to implement and could cost $13.5 billion.

The construction of water control structures and facilities within the Everglades throughout the 20th century has altered the natural hydrologic patterns of water in the region. Over time, this has changed the ecosystem of the connected coastal regions.

There are a number of projects and studies under various stages of development that are expected to improve water quality and flow in the Everglades and surrounding areas as well as reduce harmful discharges to the east and west coasts of Florida.

- The South Florida Water Management District secured a post-authorization change report to increase water storage south of Lake Okeechobee by constructing a reservoir in the Everglades Agricultural Area (EAA) which was authorized in the 2018 WRDA bill. Funding for the Planning, Engineering and Design phase of the project has yet to be requested by the Administration or provided via the Corps in one of their annual Work Plans. The next opportunity for funding will come in the Fiscal Year 2020 appropriations process.
- The Central Everglades Planning Project (CEPP) received its Corps of Engineers Chief's Report in 2015 and was authorized in the 2016 version of the Water Resources Development Act, included in another, larger piece of legislation. CEPP seeks to remove barriers to flow in the central Everglades to put the "river" back into the "River of Grass." CEPP, once fully constructed, is estimated to bring an average of 200,000 acre-feet of additional water from Lake Okeechobee into the Central Everglades each year. This is expected to reduce damaging discharges to the east and west coast estuaries while returning more flow to the Everglades. Federal components of CEPP are expected to be under construction by 2022 with completion expected in 2030.
- The overall purpose of the Modified Waters Delivery (MWD) to Everglades National Park (ENP) project is to restore the natural hydrologic conditions in ENP, which was altered by the construction of roads, levees, and canals. There are four major components of MWD: 8.5 Square Mile Area Flood mitigation, Tamiami Trail Modifications, Conveyance and Seepage Control Features, and Combined Operation Plan. All four components are necessary to provide substantial flow increases to ENP.
    - The most well-known portion of this project is the bridging of the Tamiami Trail. A one-mile bridge has been completed to date. In early 2015, the Department of Interior released a preferred alternative to bridge an additional 5.5 miles of the Trail called the Tamiami Trail: Next Steps project. The additional bridging will provide unconstrained flows of water to Northeast Shark River Slough (NESRS) in ENP. The resulting increased water volumes and improved flow distribution are expected to promote conditions conducive to the survival of myriad species of fish and wildlife. Groundbreaking for 2.6 of the 5.5 miles yet to be finished occurred in 2016.
    - Flood mitigation work to protect a residential area near the project (the 8.5 Square Mile Area) was completed in 2016.

Lake Okeechobee System Operating Manual Update
The Army Corps of Engineers has begun the process to update the Lake Okeechobee Regulation Schedule to reflect new infrastructure that has or will be coming online (such as the Herbert Hoover Dike rehabilitation). The regulation schedule regulates the management of lake levels. As a part of this process, the Corps hosted several public meetings in Florida in February and will accept written comments through the end of March. The Corps anticipates having a final report completed in September of 2022.

POSITION: ***Support*** adequate funding for Everglades restoration. ***Support*** continuing implementation of all facets of Everglades restoration, including: funding continued work on the Central Everglades Planning Project, full funding for the restoration of the Herbert Hoover Dike, and continued funding for the Tamiami Trail bridging project to send more water south and reduce the need for discharges from Lake Okeechobee during wet periods. ***Monitor*** the effort of the Army Corps of Engineers to update the Lake Okeechobee System Operating Manual.

FEDERAL ISSUE: RESTORE Act

BACKGROUND; HOW IT MAY AFFECT CHARLOTTE COUNTY: In April 2010, an explosion at the BP-operated Deepwater Horizon oil rig caused the worst oil spill in U.S. history, with millions of barrels of oil spilling into the Gulf of Mexico.

In the summer of 2012, Congress passed the Resources and Ecosystems Sustainability, Tourist Opportunities, and Revived Economies (RESTORE) Act, which established the Gulf Coast Restoration Trust Fund and mandated that 80 percent of Clean Water Act (CWA) civil damages from the parties involved in the spill be allocated directly to the five impacted states, including Florida.

A civil trial between BP and the Department of Justice (DOJ) began in 2013, and, in 2014, a U.S. District Court judge ruled that BP was "grossly negligent" in the Deepwater Horizon spill, citing the company's extreme measures to cut costs, despite safety risks. In January 2015, the same judge ruled that BP dumped 3.2 million barrels of oil into the Gulf during the disaster.

In July 2015, BP and DOJ reached a settlement for all federal and state claims in which BP will pay $5.5 billion in CWA fines. BP will also pay $4.9 billion in economic claims to the Gulf states, including $2 billion to Florida; $350 million for region-wide claims; and approximately $600 million to resolve the economic loss claims of local governments.

These CWA fines will flow to the Gulf States via three channels created by the RESTORE Act: Direct Component, Council-selected projects, and the Spill Impact Component. The Department of the Treasury is tasked with implementing the RESTORE legislation. Treasury published a final rule for the RESTORE Act on December 14, 2015, with an effective date of February 12, 2016.

Separately, in 2013, DOJ settled with Transocean for their role in the Deepwater Horizon spill. As a result of the agreement, Transocean paid $1 billion in CWA fines, resulting in the first allocation of funding to be distributed via the RESTORE Act.

Direct Component (Bucket 1)
The Direct Component portion makes up roughly 35 percent of the total Trust Fund and is equally divided among the five Gulf States. The RESTORE Act grants states with significant discretion as to how they will use the funding for restoration activities. In Florida, these funds are then distributed to the 23 Gulf Coast counties. The "disproportionally affected" counties receive 75 percent of the state's share with the remaining 25 percent divided among the other 15 counties, including Charlotte, based on a formula that takes into account population, distance from the spill and average tax collection per capita. Charlotte County has developed a multi-year implementation plan (MYIP), which was submitted to and approved by Treasury in 2016. The County has now received four grant awards for projects included in the MYIP.

Council-selected Projects (Bucket 2)
The RESTORE Act also established the Gulf Coast Ecosystem Restoration Council (the Council), which is responsible for administering 60 percent of the total funding allocated to the Trust Fund. Thirty percent of the Trust Fund is to be used by the Council to develop and fund a Comprehensive Plan for the restoration of the entire Gulf Coast ecosystem, and the remaining thirty percent is to be distributed under the Spill Impact Component. The Council includes the Secretaries of the Interior, Commerce, Agriculture, the Administrator of the

Environmental Protection Agency, Secretary of the Army for Civil Works, the head of the Coast Guard, and the Governors of each state. The Council is projected to receive approximately $1.6 billion for Council-selected projects as a result of the settlements with BP, Transocean and Anadarko.

Project and program requests for initial funding from the Transocean settlement under the Council's Comprehensive Plan were due in late 2014. In December of 2015, the Council approved the Initial Funded Priorities List (FPL). The FPL funds approximately $156.6 million in restoration activities and prioritizes 12 additional projects in the future, subject to further environmental and Council review. The Council also reserved $26.6 million for a future round of funding, which will be subject to a public process.

In December of 2016, the Council adopted an update to its Comprehensive Plan, which included a Ten-Year Funding Strategy for Gulf restoration. The Ten-Year Strategy does not identify specific programs or projects, but does anticipate that the next FPL will have a three-year development period, with all future FPLs also operating on a three-year schedule. According to the update, spacing out FPLs will allow the Council to include much larger projects and programs in future FPLs, as well as explore alternative financing mechanisms, such as public-private partnerships, to support these large-scale projects. This summer, the Council released a Funded Priorities List for Planning purposes, in line with their adopted Comprehensive Plan. This FPL will allow each of the eleven Council members to apply for up to $500,000 a year for three years and an additional $300,000 for two additional years for planning, staffing, public engagement and other necessary activities prior to the start of a project. The funding cannot be used for engineering, design and environmental work for projects that are beyond the pre-submission stage. This funding represents just under 1.5% of the total funds available in Bucket 2. The Florida Department of Environmental Protection has been awarded just under $2.1 million. FDEP plans to use the funding to create a long term workplan that leverages the RESTORE Act dollars and to increase public and stakeholder participation.

Spill Impact Component (Bucket 3)
In Florida, the Spill Impact Component is administered by the Gulf Consortium. The Gulf Consortium was created by interlocal agreement in 2012 and has been meeting since that time. The Board of Directors consists of representatives from each of the 23 Gulf Coast counties, including Charlotte, and six appointments made by the Governor. The Gulf Consortium was tasked with drafting a State Expenditure Plan (SEP) to be submitted to the Council by the Governor for approval. The Consortium has agreed to divide their allocation up evenly between the counties in the plan that was approved by the Council in October. This will result in an allocation for Charlotte of just under $12.5 million. The SEP includes Charlotte County's Charlotte Harbor Septic to Sewer Conversion Program. Now that an approved plan is in place, the Consortium can begin to draw down funding for projects.

POSITION: ***Monitor*** federal implementation of the RESTORE Act to ensure continued benefit to Charlotte County. ***Support*** effort to secure funding for Charlotte County. ***Support*** efforts to allow bonding of future RESTORE receipts so communities may implement complete projects now instead of waiting for funding to be available.

FEDERAL ISSUE: Waters of the United States

BACKGROUND; HOW IT MAY AFFECT CHARLOTTE COUNTY: A series of decisions by the U.S. Supreme Court over the past decade have imposed restrictions on the scope of wetland regulation governed by Section 404 of the Clean Water Act (CWA), which regulates "dredge and fill" activities in navigable waters and their adjacent wetlands. Opponents of these restrictions have urged Congress to redefine Waters of the U.S. (WOTUS) and apply that definition to all aspects of the CWA.

As legislation along those lines failed to pass previous Congresses, the Environmental Protection Agency (EPA) and Army Corps of Engineers (Corps) during the Obama Administration developed a final rule to redefine WOTUS. This effort may have significantly expanded the definition of WOTUS to include tributaries, ditches, canals, and other water bodies that potentially drain into navigable waters, interstate waters, or the territorial seas. These water bodies would have been subject to new requirements, and some waters currently covered by a permit would be subject to additional monitoring and regulation when those permits are renewed.

As a result of this expanded definition, several states sued to stop implementation of the rule. Courts blocked the implementation of the rule while the various lawsuits proceeded. Once President Trump took office, he issued an executive order directing the EPA and Corps to reevaluate the Obama Administration's rule.

The executive order also signaled a significant change in the government's legal strategy for deciding which wetlands and streams are protected under the Clean Water Act. For more than a decade, federal agencies have relied on Justice Anthony Kennedy's opinion in the 2006 wetland-permitting case, Rapanos v. United States, in determining where the federal reach over waterways begins. The court ruled in favor of Rapanos, but in a 4-1-4 vote, the majority split on what approach to use to define government jurisdiction. President Trump's executive order specifically asked the agencies to consider the opinion the late Supreme Court Justice Antonin Scalia wrote in the 2006 case, saying the Clean Water Act ought only to cover navigable waters and waterways "with a continuous surface connection" to them — a far more restrictive definition than what the Obama Administration put into its rule.

In December, the EPA and Corps released a new proposed rule. This rule has a narrower definition of WOTUS. The rule focuses on bodies of water that regularly flow into larger waterways or directly adjacent wetlands. It does not include ephemeral bodies of water and only considers surface flows, not underground connections.

This narrower definition should prevent most swales, ditches and upland stormwater control systems, upland waste water recycling systems and waste treatment systems from being subject to WOTUS. The rule would roll back the number of ditches that are considered WOTUS to the pre-2015 definition, which only includes those that are tributaries of navigable waters, allowing routine maintenance of ditches without the need to obtain a federal permit.

Additionally, the rule seeks to provide more clarity and establish clearer definition for what is and is not considered WOTUS. Many groups criticized the Obama Administration rule for not being specific enough and leaving several terms up to interpretation. Environmental groups have alleged that this proposed rule is too narrow, and the EPA acknowledges that they anticipate lawsuits.

POSITION: ***Monitor*** activity related to the implementation of the Waters of the U.S. rule. ***Oppose*** aspects of the proposed rule that would negatively affect Charlotte County.

FEDERAL ISSUE: Energy Exploration

BACKGROUND; HOW IT MAY AFFECT CHARLOTTE COUNTY:

Offshore Energy Development
Active energy drilling currently occurs in both the western and central Gulf of Mexico, while nearly the entire eastern Gulf is protected from drilling until 2022 by the Gulf of Mexico Energy Security Act of 2006 (GOMESA).

For many years, the federal government has developed five-year Outer Continental Shelf (OCS) Oil and Gas Leasing programs to guide energy exploration activities in federal waters. On January 17, 2017, the Secretary of the Interior approved BOEM's finalized OCS Oil and Gas Leasing Program for 2017-2022. No lease sales were proposed for the Eastern Gulf and the area is currently under a moratorium through 2022.

Although typically a new five-year plan would not be developed for several years, in April of 2017, President Trump signed the America First Offshore Energy Strategy Executive Order. The Executive Order aims to increase domestic energy production and reduce the use of foreign oil by, in part, expanding offshore drilling. As a part of implementing that order, BOEM is in the process of developing a new 2019-2024 National Outer Continental Shelf Oil and Gas Leasing Program.

In January 2018, BOEM released a draft proposed program (DPP) for the National Outer Continental Shelf Oil and Gas Leasing Program for 2019-2024. The DPP includes 47 potential lease sales in 25 of the 26 planning areas, which is the largest number of lease sales ever proposed for a 5-year lease schedule. The DPP includes two sales in the Eastern Gulf of Mexico after the expiration of the moratorium. The County has commented in opposition to these sales in the Eastern Gulf.

Former Governor Scott released a statement in reaction to the release stating his opposition to offshore drilling on Florida's coast and has stated that he has requested a meeting with Interior Secretary Zinke to discuss the proposal. Additionally, Senator Rubio and other members of the Florida delegation released statements criticizing inclusion of the Eastern Gulf in the DPP. Shortly after the release of the DPP, Governor Scott met with Secretary Zinke to discuss the issue. After the meeting, Secretary Zinke stated that Florida was being removed from consideration for any new oil and gas platforms. His announcement did not include detail about what exactly that meant, whether it would apply to seismic testing as well as drilling, or provide a new draft of the DPP. There is some concern that with Secretary Zinke's departure from the Department of Interior at the end of 2018, that DOI may not continue to honor his promise. After accepting comments on the DPP, BOEM will then need to draft and release a Proposed Program, which will be made available for an additional public comment period, so there will be several opportunities to weigh in before the program is finalized.

Onshore Energy Development (Hydraulic Fracturing)
The rapid expansion of oil and gas extraction using hydraulic fracturing — both in rural and more densely populated areas — has raised concerns about its potential environmental and health impacts. These concerns have focused primarily on impacts to groundwater and surface water quality, public and private water supplies, and air quality.

In Florida, the Burnett Oil Company submitted a proposal to the National Park Service (NPS) to conduct a seismic survey of 110 square miles within Big Cypress Preserve. In May 2016, the NPS issued a finding of no

significant impact following their environmental review. The finding of no significant impact is based on information and conclusions outlined in an environmental assessment completed for the proposed survey. Burnett Oil is required to implement a variety of measures to prevent lasting impacts and minimize short-term impacts to the preserve's resources during survey activities. The environmental assessment only covers the seismic survey. Should Burnett Oil wish to pursue production of resources, they must submit a new plan of operations which would undergo additional environmental review and public comment periods. However, in July 2016, six environmental groups filed suit to stop Burnett Oil's seismic survey. The court subsequently ruled that the drilling posed minimal risk to the Everglades and regional water supplies and recommended the Florida Department of Environmental Protection (DEP) issue the permit. Burnett Oil is currently in Phase 1 of their exploration of Big Cypress National Preserve.

In terms of non-federal land, states broadly regulate oil and gas exploration. In Florida, oil and gas extraction activities are managed by the Department of Environmental Protection. State laws and regulations governing unconventional oil and natural gas development have evolved in response to changes in production practices, largely due to the use of high-volume hydraulic fracturing in combination with directional drilling. However, state regulations vary considerably, leading to calls for more federal regulation of unconventional oil and natural gas extraction activities.

POSITION: ***Oppose*** the potential expansion of energy exploration in Florida.

FEDERAL ISSUE: Endangered Species Act and Regulatory Reform

BACKGROUND; HOW IT MAY AFFECT CHARLOTTE COUNTY:

Endangered Species Act

The United States Fish and Wildlife Service (USFWS) and the National Marine Fisheries Service (NMFS) have recently released three proposed rules seeking to modify the application of the Endangered Species Act (ESA). These three proposals were open for comment and the County wrote to support streamlining regulations, increasing cooperation, and expediting the review process. The three rules generally attempt to clarify the situations when the ESA will apply, tighten the definitions regarding when species or habitat are designated under the ESA, and set forth streamlined procedures for consultations and biological opinions.

The first rule seeks to establish that any species newly listed as threatened by the USFWS would only have protective regulations if a special rule was promulgated. Currently, threatened species designated by USFWS have the same protections as species that are listed as endangered. This change would not impact the protections in place on any species that are currently listed as threatened. The rule would bring the USFWS approach in line with that of NMFS and would potentially limit the restrictions placed on newly designated or downgraded species in the future.

The second rule addresses the process for listing or delisting species and designating critical habitat. USFWS and NMFS are proposing to remove the phrase "without reference to possible economic or other impacts of such determination" from their regulations regarding the listing or delisting of species. This would allow them to evaluate, and make public, the economic impact of classifications. The proposed rule states that they will continue to make determinations solely on biological considerations, but that this change in language will allow them to present more information to the public and other federal agencies about the broader impact of listing a species. This provision could impact the listing decision of the monarch butterfly. The rule also clarifies the instances when they can find that it is not prudent to designate a critical habitat, including stipulating that habitat should not be designated as critical if the threat cannot be addressed or stopped through management actions. One example cited in the rule is habitat threatened by melting glaciers or sea level rise. Finally, the rule narrows the instances in which areas that are not currently occupied by a threatened or endangered species can be designated as critical habitat.

The third rule addresses interagency cooperation, specifically dealing with instances where USFWS and NMFS enter into consultation with other federal agencies or must provide a biological opinion. This rule could impact the process for permitting projects, adopting management plans on federal lands, or any other instance where a federal agency is taking action that may impact threatened or endangered species.

The 115th Congress also sought to move several bills that would modify the ESA. The Congressional Western Caucus introduced a package of bills in the House to "bring the ESA into the 21st Century." In the Senate, Environment and Public Works Committee Chairman John Barrasso (R-WY) released his own draft legislation making changes to the ESA. Senator Barrasso's legislation seeks to drive more decision making to state and local agencies, weakening the federal government's role in conservation. These legislative efforts were not successful prior to the end of the 115th Congress and the Democratically-controlled House is unlikely to be interested in proposals to weaken Federal control over endangered species, leaving the best chance for any modifications to the Administration.

Regulatory Reform

The repeal or rolling back of federal agency regulations and executive orders and actions has long been a topic of legislative debate. Congress often considers reversing numerous regulations and executive orders. The Congressional Review Act (CRA), which allows Congress to cast simple majority votes of disapproval for regulations within 60 legislative days of their adoption, is often used to block executive actions. Prior to 2017, it had only been used once since its passage 21 years ago. In the 115th Congress alone, it was used to roll back 16 rules issued by the Obama Administration.

With respect specifically to transportation projects, the National Association of Counties has suggested precluding projects that receive less than $5 million in funding, as well as emergency projects, from federal requirements, thereby saving millions in added costs due to a variety of federal guidelines. While this issue has been addressed to some degree in past transportation authorization bills, more could be done to strengthen the authority to bypass federal regulations in projects which receive a minimal federal investment. In January 2017, President Trump signed the "Executive Order Expediting Environmental Reviews and Approvals For High Priority Infrastructure Projects." In it, a process is described whereby a Governor, or the head of any federal agency may request that the Council on Environmental Quality (CEQ) review within 30 days whether a project is deemed "high priority" and can therefore be subject to expedited National Environmental Policy Act (NEPA) review. If a project is deemed high priority by CEQ, then the agency in charge of the permits must develop a schedule for "expedited" NEPA review. This process has, however, is still in the process of being set up. In response to requests from Governors that have been submitted, CEQ has stated that they were still in the process of working with other federal agencies and that information regarding the designation of high priority infrastructure projects would be made available as that process moved forward.

POSITION: ***Support*** efforts to streamline the Endangered Species Act and increase cooperation with state and local authorities. ***Support*** efforts to further regulatory reform, including with respect to transportation projects which receive less than $5 million in federal investment.

FEDERAL ISSUE: Infrastructure Investment

BACKGROUND; HOW IT MAY AFFECT CHARLOTTE COUNTY: Traditionally, Congress has invested in infrastructure via a number of methods, primarily through legislation or programs like transportation authorizations, Federal Aviation Administration authorizations, revolving loan funds, through the tax code via bond programs, or earmarks prior to 2009. The last big influx of new investment in infrastructure occurred via the 2009 Stimulus bill.

More recently, spending on a wide range of domestic priorities was increased for fiscal years 2018 and 2019 – including $20 billion over two years on infrastructure. This funding was described by Congress as a down-payment on the Administration's infrastructure plan. At the time, those funds were not allocated to specific programs, but a good portion of that funding ended up being directed to Metropolitan Planning Organization's through the Department of Transportation's State and Local Block Grant Program.

The Administration released a set of principles to guide the development of an infrastructure package along with the President's FY 2019 Budget Request this February. In the document, the plan emphasizes a local commitment to creating new taxes or other revenue sources to fund infrastructure improvements. As a result of this focus, little emphasis is placed on leveraging private investment. The key elements of the plan are:

1) Infrastructure Incentives Initiative: 50 percent of overall funding, $100 billion over ten years, nearly any infrastructure project is eligible to compete, based on whether the applicant can demonstrate that they will "secure and commit new [emphasis added], non-federal revenue to create sustainable, long-term funding" (50 percent of overall score) and additional new "revenue for operations, maintenance and rehabilitation" (20 percent of the overall score). Further, grant awards may only account for 20 percent of the overall cost of a project with states not eligible to receive more than 10 percent of overall funding.
2) Transformative Projects Program: 10 percent of overall funding; $20 billion over ten years, will support "exploratory and groundbreaking ideas."
3) Rural Infrastructure Program: 25 percent of overall funding; $50 billion over ten years, most forms of infrastructure are eligible as in the Infrastructure Incentives Initiative, including broadband. 80 percent of the funding in this category will be made available to Governors for further allocation, must be used in areas with a population of less than 50,000.
4) Federal credits program: 7 percent of overall funding, $14 billion over ten years, to be used to expand existing infrastructure loan programs, such as WIFIA.
5) Public Lands Infrastructure Fund: would create a new fund from on- and off-shore mineral and energy development to fund improvements on public lands.

The document also includes other changes to financing mechanisms and tweaks to existing federal programs. Thus far, Congress has not acted on the President's infrastructure plan.

In the 116th Congress, infrastructure is one of the areas where House Democrats may be willing to work with the Trump Administration. Additionally, there has been significant discussion about a return of earmarks, which may provide other opportunities for funding. New infrastructure investment opportunities could be created and used to fund projects in Charlotte County.

POSITION: ***Support*** new federal investment in infrastructure. ***Support*** all opportunities to secure funding for Charlotte County's infrastructure priorities.

FEDERAL ISSUE: Federal Aviation Administration Authorization

BACKGROUND; HOW IT MAY AFFECT CHARLOTTE COUNTY: In October 2018, Congress passed and the President signed, a five year reauthorization of the Federal Aviation Administration (FAA). The bill will:

- Authorize level funding for the Airport Improvement Program (AIP), at $3.35 billion for each of the next five years
- Authorize an additional $1 billion annually for supplemental airport discretionary grants, with half prioritized for small airports.
- Extend the contract tower program and make small changes including updating the methodology used to compute the cost-benefit analysis, establishing a review and appeal process for the cost-benefit determination if an airport disagrees with the calculation and allows FAA-certified remote towers to be eligible for the contract tower program
- The bill does not increase the authorized amount of the Passenger Facility Charge (PFC) from the $4.50 that was last updated in 2001, but does make several administrative changes meant to streamline the approval process for airports seeking to use the PFC.
- Create a Regional Air Transportation Pilot Program and authorizes $4.8 million annually to assist communities that have experienced declining service in establishing or re-establishing air service.
- Establish a pilot program for the construction and operation of remote towers for small and rural communities.
- The bill also includes some consumer-friendly proposals directing the FAA to establish regulations for minimum seat size on airplanes and no longer allowing passengers to be removed from an over-sold flight once they have boarded the plane.
- The bill does not include the air traffic control privatization language that had been a priority of House Transportation and Infrastructure Committee Chairman Bill Shuster (R-PA).

Funding levels authorized in the bill are still subject to the annual appropriations process. For FY 2018, Congress provided $3.35 billion for the AIP program. The FY 2019 Transportation appropriations bill has yet to be passed by Congress. The Department of Transportation is currently shut down pending FY 2019 spending negotiations.

Contract Tower Program
The contract tower program was extended through the reauthorization for the FAA. However, this is a program that Charlotte County should closely monitor under the Trump Administration.

The FAA announced in 2013 that it would phase out federal funding for 149 contract air control towers around the country, including the tower at Punta Gorda Airport. This proposal was met with substantial Congressional and local opposition, and ultimately legislation was passed that provided the Department of Transportation flexibility to keep these towers funded through the remainder of FY 2013. However, that the funding that was provided to keep these towers open was taken from the AIP, which ultimately resulted in reduced availability of funds for the AIP program that year.

For FY 2018, Congress funded the program at $162 million and included report language stating their support of the program and expectation that all 253 contract towers in the program will continue to operate

POSITION: ***Support*** $3.35 billion in annual appropriations for the Airport Improvement Program. ***Support*** Charlotte County Airport Authority grant proposals through the FAA Airport Improvement Program. ***Support*** annual full and dedicated funding for the FAA Contract Tower Program.

FEDERAL ISSUE: Transportation Authorization

BACKGROUND; HOW IT MAY AFFECT CHARLOTTE COUNTY: After the passage of several short-term authorizations following the expiration of MAP-21 in 2014, Congress finally passed, and the President signed, a five-year surface transportation authorization called the Fixing America's Surface Transportation (FAST) Act. The FAST Act generally maintains many of MAP-21's reforms, but makes a few changes to existing surface transportation programs, as well as slightly increases funding for those programs.

In developing the FAST Act, however, Congress did not address the need for a long-term, sustainable plan to finance our nation's transportation infrastructure. Fuel taxes, which provide most of the money for surface transportation, do not provide a solid long-term foundation for transportation funding growth and investment, even if Congress were to authorize a modest increase. Instead, the FAST Act relies on various budget gimmicks to fund surface transportation programs over the next five years, such as surplus money from the Federal Reserve, reducing the amount of interest the Fed pays to banks, and selling off part of the Strategic Petroleum Reserve.

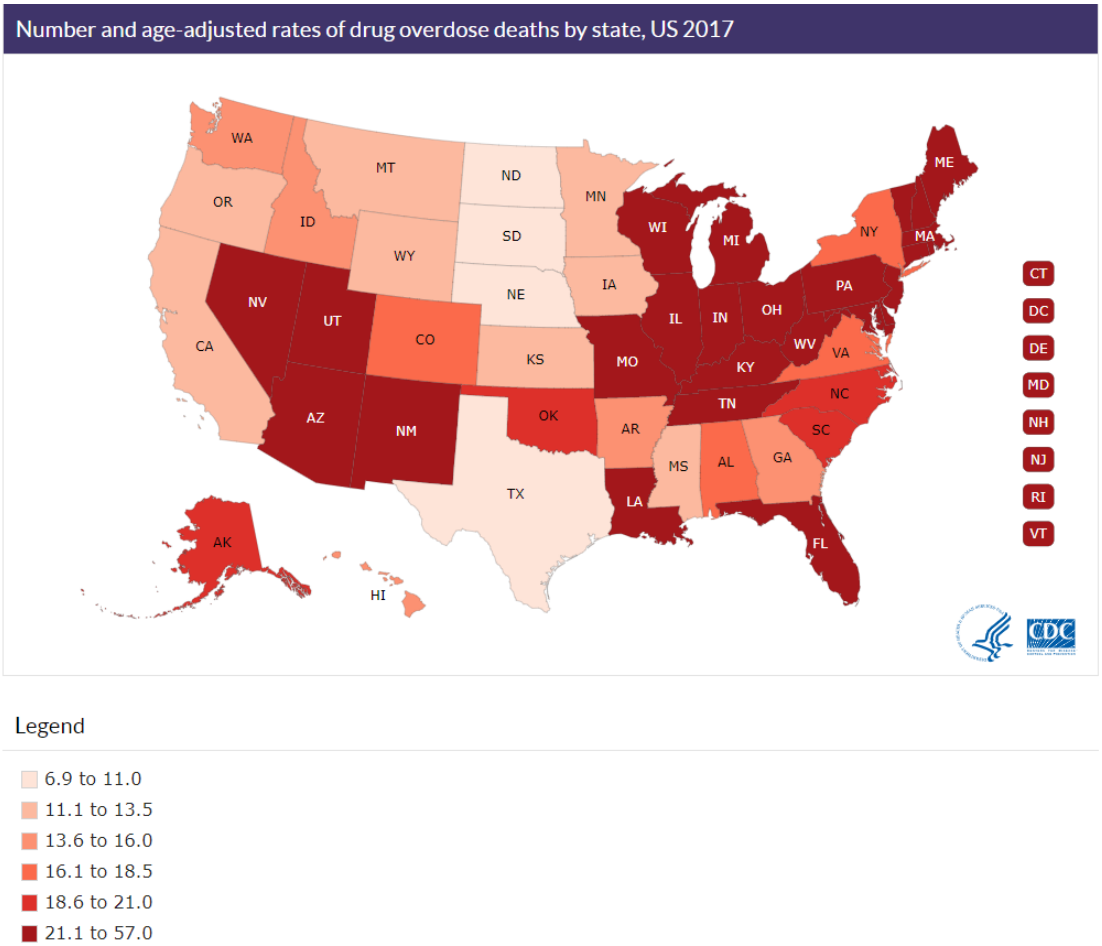
The 116th Congress will need to begin work on the next transportation authorization bill. In 2020, Congress will need to once again pass a transportation authorization bill. Congress will need to find a way to address the shortfall in the Highway Trust Fund. This could be accomplished via increasing the gas tax, establishing a new vehicle mile traveled fee, cutting program expenditures, using other revenue, or, most likely, a combination of solutions.

POSITION: ***Monitor*** proposed changes to federal highway programs. ***Support*** the passage of a long-term surface transportation reauthorization bill. ***Support*** sufficient funding for transportation infrastructure projects of importance to the County.

FEDERAL ISSUE: Opioid Addiction

BACKGROUND; HOW IT MAY AFFECT CHARLOTTE COUNTY: Opioids are a class of drugs made from opium, as well as synthetic or semi-synthetic drugs that resemble these opium-based drugs. Many opioids are available by prescription. Examples include oxycodone, codeine, morphine, and fentanyl. Heroin is an opioid that is illegal. These drugs are often referred to as narcotics.

Over 47,000 people died of opioid overdoses in the United States in 2017. The below map from the Centers for Disease Control shows total opioid death rates by state. The data in the map encompasses everything from heroin to hydrocodone to fentanyl. Ohio, Kentucky, West Virginia, the District of Columbia and Pennsylvania have highest death rates in the country. For 2017, Florida has the 17th highest opioid related death rate among states as calculated by the CDC and was one of the states that saw a statistically significant increase in drug overdose deaths between 2016 and 2017.



Congress has taken several major steps on opioid addiction. First was the Comprehensive Addiction and Recovery Act (CARA) passed in July 2016. This bill authorized a variety of activities across many federal agencies to combat opioid addiction. This includes pharmaceutical research and development, law enforcement

tools, addiction recovery programs, and the like. However, CARA does not provide any funding for these activities, leaving the funding levels for each of the authorized activities subject to annual appropriations.

The 21st Century Cures Act, passed in December 2016, also addresses opioid abuse. Section 1003 of the bill provides $1 billion to the states to address opioid abuse. The $1 billion is to be provided over a two-year period, and the first $500 million was appropriated in the FY 2017 Continuing Resolution in December 2016. Florida received just over $27.1 million through the first allocation of funding. During a recent Senate Health, Education, Labor and Pensions (HELP) Committee hearing regarding the implementation of the 21st Century Cures Act, the Administration stated that they plan to continue to allocate opioid epidemic funding based on a state's population, rather than considering need. This will provide more funding to Florida as a high-population state.

In October of 2017, President Trump declared the opioid crisis a national public health emergency. Public health emergencies are typically reserved for outbreaks of infectious diseases and provide a narrow focus. The public health emergency declaration falls short of the national emergency declaration recommended by the President's Commission on Combating Drug Addiction and the Opioid Crisis. No additional federal funds are provided through the declaration and it provided few tangible, on the ground benefits.

In addition to the public health emergency declaration, the President announced a new anti-drug advertising campaign and emphasized several other ongoing efforts, such as a public-private partnership through the National Institute of Health to develop safer pain treatments. He also stated that the administration would be looking at waiving some inpatient treatment Medicaid restrictions, but did not commit any additional dollars to the effort or outline any details about the waivers.

The 115th Congress pursued several avenues for addressing the opioid crisis, ultimately passing the Substance Use–Disorder Prevention that Promotes Opioid Recovery and Treatment for Patients and Communities Act, or the SUPPORT for Patients and Communities Act in October of 2018. All parties agree that this legislation is simply a first step in addressing the crisis and will not solve the problem on its own. The bill addresses sober living homes, in part by making it illegal to receive a kickback or payment for enrolling someone in a sober home. This does not comprehensively address the issue but is a step in the right direction. The bill also has a significant impact on increasing Medicaid coverage for substance use disorders. The bill temporarily allows states to use federal Medicaid funds for coverage of institutional treatment of all substance abuse disorders for up to 30 days. Currently, federal law prohibits the use of Medicaid funds for treatment in facilities with more than 16 beds. This should assist those in need to be able to access care and enable facilities to increase the number of treatment beds they offer. The bill will also require providers to check prescription drug monitoring databases (PDMP) prior to prescribing a controlled substance and facilitate access to PDMPs for state Medicaid agencies, Medicaid providers and managed care plans. Finally, the bill creates several small grant programs for providers to support implementation of voluntary programs for care and treatment of individuals after a drug overdose, to support treatment for individuals with a substance abuse disorder at comprehensive opioid recovery centers, and for hospitals and emergency departments to develop, implement, enhance, or study alternatives to opioids for pain management. Each of these programs is authorized at $10 million per year for the next five years.

The opioid crisis will likely continue to be an area of focus of the Trump Administration and the 116th Congress.

POSITION: ***Support*** appropriations activities to fund programs in CARA and the 21st Century Cures Act. ***Monitor*** HHS for guidance regarding the allocation of 21st Century Cures state formula funding. ***Support*** attempts by entities within Charlotte County to secure funding to fight opioid addiction.

FEDERAL ISSUE: Healthcare Reform

BACKGROUND; HOW IT MAY AFFECT CHARLOTTE COUNTY: The Patient Protection and Affordable Care Act (PPACA), often referred to simply as the Affordable Care Act (ACA) or "Obamacare," was passed by Congress and signed into law in 2010. The primary goal of the ACA was to increase the quality and affordability of health insurance, as well as lower the uninsured rate by expanding public and private insurance coverage. The law included a number of mechanisms, including individual and employer mandates, insurance exchanges, minimum standards of care, and new taxes/fees to accomplish these goals.

With legislative efforts to fully repeal and replace the ACA failing in 2017, several smaller efforts have emerged to undermine or modify the ACA. These efforts include the Trump Administration's decision in October to cut off subsidies to insurers selling coverage through the ACA, an earlier decision to reduce the advertising budget for the ACA's open enrollment period by 90 percent, and cutting back on grants to navigators, who assist citizens in enrolling by approximately 40 percent. Additionally, the individual mandate was repealed as a part of tax reform. With Democrats taking control of the House in the 2018 midterm elections, any legislative efforts to further repeal provisions of the ACA are unlikely to gain traction, however there may be changes that seek to address pre-existing conditions or roll back changes enacted over the past two years.

With respect to Medicaid, if it were changed to a block grant program, federal expenditures would be limited to a set amount given to states, ostensibly with fewer strings attached. This however, could end up forcing states and counties to come up with more money for Medicaid depending on how large of a block grant is provided to Florida and what type of program the state develops.

Additionally, Centers for Medicare and Medicaid Services (CMS) Administrator Seema Verma has indicated support for changes to the Medicaid program. In late 2017, she indicated that CMS would encourage states "to propose innovative Medicaid reforms, reduce federal regulatory burdens, increase efficiency, and promote transparency and accountability." As an example of the type of changes CMS would be supportive of, Administrator Verma indicated that they would approve waiver requests from states that include a requirement that recipients participate in community engagement activities, such as employment, job training and education. CMS has subsequently approved waiver requests for a handful of states. This is a significant shift for the Medicaid program and could affect the number of participants in the program, impacting the County's cost-share with the state and shifting uninsured health care costs onto local hospitals and communities. Florida has yet to seek such a waiver, however, Governor-Elect DeSantis has recently appointed Mary Mayhew as the Secretary of the Agency for Healthcare Administration. Ms. Mayhew most recently worked from CMS as a senior official overseeing Medicaid for the Trump Administration and strongly supports state flexibility in the program and has previously worked to prevent Medicaid expansion and enact work requirements in the state of Maine.

Meanwhile, Congress will have to continue to address the issue of the Cadillac tax. Under the ACA, a Cadillac health plan is defined as a plan with annual premiums exceeding $10,200 for individuals or $27,500 for families. Under current law, and beginning in 2022, a 40 percent excise tax will be assessed on any dollar amount paid in premiums exceeding the aforementioned values, which, after 2022, will adjust to inflation annually. However, the rate of growth in healthcare costs often outpaces the rate of inflation, meaning employers are likely to pay significantly more each year. Originally envisioned as a tool to reduce healthcare costs, the tax in practice looks increasingly like an increase in out-of-pocket costs for workers. The tax, which is estimated to generate $87 billion over the next ten years, is an offset to pay for the ACA.

The excise tax was originally slated to begin in 2013. However, due to strong concerns expressed by labor groups and others, the ACA has been amended multiple times by Congress to delay the tax until 2022.

POSITION: ***Monitor*** efforts to repeal, replace or amend the Affordable Care Act. ***Monitor*** changes to Medicaid and Medicare. ***Support*** the repeal of the excise tax on high-cost health insurance plans (a.k.a. the Cadillac tax) within the Affordable Care Act.

FEDERAL ISSUE: Medical Marijuana

BACKGROUND; HOW IT MAY AFFECT CHARLOTTE COUNTY: Despite medical or recreational cannabis laws in 46 states, cannabis is still illegal under federal law. The federal government regulates drugs through the Controlled Substances Act (CSA) (21 U.S.C. § 811), which does not recognize the difference between medical and recreational use of cannabis. Under federal law, cannabis is treated like every other controlled substance, such as cocaine and heroin.

In 2016, the voters of Florida passed a state constitutional amendment to allow the use of medical marijuana. Subsequently, the Office of Compassionate Use under the Florida Department of Health has begun implementing a state-managed medical marijuana program. Additionally, the state legislature has passed limitations on the zoning of dispensaries and local governments have taken action to either allow or ban dispensaries within their boundaries. Charlotte County has opted to allow such dispensaries and is currently regulating them as pharmacies with respect to land use. All other local regulation is preempted by the state of Florida.

In January of 2018, the Department of Justice (DOJ) issued a new memo on federal marijuana enforcement. Essentially, this memo rescinds the so-called "Cole Memo" issued by the Obama Administration in 2013 that provided guidance to prosecutors and law enforcement to direct their focus away from enforcement in states where marijuana had been legalized. The new memo directs all U.S. Attorneys to enforce federal law and follow DOJ's principles in determining which cases to prosecute, rather than taking into account state law. This policy change has been criticized by many members of both parties in Congress as an infringement of state's rights. Former Attorney General Sessions made it clear that he opposed the legalization of marijuana for both medical and recreational use. With the departure of Attorney General Jeff Sessions, it remains to be seen whether DOJ will continue down this path to restrict state legalization of marijuana.

The DOJ is currently prohibited from using resources to interfere with state run medical marijuana programs, such as the one in Florida, as a result of a provision in the Fiscal Year 2018 omnibus appropriations bill (which was also included in the FY 2015, 2017 and 2017 bills) that has been extended along with each of the recent continuing resolutions. Both the House and Senate have included the language in their individual bills for FY 2019, however they are still subject to negotiation and the Department of Justice is currently shutdown due to the pending negotiations.

Several bills were filed in the 115th Congress to address marijuana policy, however none of them have gained significant traction.

POSITION: ***Support*** legislation to prevent federal interference with Florida's medical marijuana program.

FEDERAL ISSUE: Community Services Block Grants & the Low Income Home Energy Program

BACKGROUND; HOW IT MAY AFFECT CHARLOTTE COUNTY: The Community Services Block Grant (CSBG) program allocates federal funding to alleviate the causes and conditions of poverty in communities. The funds provide for a range of services and activities to assist the needs of low-income individuals, including those addressing employment, education, better use of available income, housing, nutrition, emergency services and/or health.

In Charlotte County, the Human Services Department administers CSBG funding, which is the most flexible funding source the County has for addressing self-sufficiency initiatives. The program has income requirements, yet is not an entitlement program, thereby allowing the County to work with clients that are highly motivated to reduce their dependence on public benefits.

The CSBG program has seen strong funding levels over the past few years, receiving $715 million in FY 2016, FY 2017 and FY 2018. In both President Trump's FY 2018 and FY 2019 budgets, he proposed eliminating CSBG, however Congress has not agreed to that request. For FY 2019, the program was funded at $725 million.

Meanwhile, the Low Income Home Energy Program (LIHEAP) provides heating assistance to low-income households. In Charlotte County, LIHEAP is the only lifeline for some of the most impoverished families and seniors in the community. While LIHEAP is often thought of as a program that benefits northern states, it is equally important in Florida due to the expense of cooling a residence during excessive heat in the summer months.

The LIHEAP program has seen reduced funding over the past few years. Since FY 2010 when LIHEAP was funded at $5.1 billion, Congress has reduced funding to the program. The Trump Administration also proposed eliminating this program in their both their FY 2018 and FY 2019 budgets, however both the House and Senate slightly increased funding in FY 2019 to $3.7 billion.

POSITION: ***Monitor*** funding levels for the Community Services Block Grant and the Low Income Home Energy Program because of their critical role in the County's efforts to support those that are least fortunate. ***Support*** any applicable funding opportunities for the Human Services Department.

FEDERAL ISSUE: Assessment of Fair Housing Rule

BACKGROUND; HOW IT MAY AFFECT CHARLOTTE COUNTY: In 2010, the Government Accountability Office released a finding that the Department of Housing and Urban Development (HUD) had failed to implement federal funding according to the Fair Housing Act (FHA). As a result, HUD began a five-year effort to rewrite FHA regulations governing the mandate of state and local jurisdictions to affirmatively further fair housing.

In 2013, HUD released a proposed rule that was intended to provide clarity to entities regarding their obligations under the FHA, as well as outline a new fair housing assessment process called the Assessment of Fair Housing (AFH), which would replace the current assessment tool, known as Analysis of Impediments. Several national organizations, including the National Association of Counties and the National Association of Local Housing Finance Agencies, submitted comments to HUD expressing their concerns with the proposed rule. Concerns centered around a belief that the proposed rule was attempting to impose additional requirements on grantees that are not required under the FHA and that the proposed rule would make it easier for local governments and housing authorities to be subject to third-party lawsuits.

In September of 2015, HUD released the final rule, which, according to HUD, would be implemented in two phases. The first phase will be for entities who receive at least $500,000 in CDBG funding and will occur over the next five years. Entities who receive less than $500,000 in CDBG funding will not be subject to the new rules for the first five years, but will be after that time when phase two begins. The Trump Administration published a notice in the Federal Register in January of 2018 suspending the requirements of the rule until 2020. The Assesment Tool, created by HUD to help communities comply with the requirements was found to be too labor intensive for both HUD and the local governments and housing authorities and that it produced incomplete on inaccurate reports and the tools has since been withdrawn. In October of 2018, HUD solicited comments on the best way to construct a new rule. HUD has yet to release a draft rule, but is likely to do so within the next year.

POSITION: ***Monitor*** implementation of the Department of Housing and Urban Development's Assessment of Fair Housing Rule.

FEDERAL ISSUE: Economic Development

BACKGROUND; HOW IT MAY AFFECT CHARLOTTE COUNTY:

Economic Development Administration
The Economic Development Administration (EDA) is primarily a granting agency that funds economic development projects throughout the country. Successful projects usually leverage roughly 200 new jobs and $24 million in private investment for every $1 million of EDA investment.

Non-profits or local governments, such as Charlotte County, are local sponsors of the projects. For example, infrastructure projects such as those designed to support the construction of a Cheney Brothers distribution center in Charlotte County could be eligible for funding from the EDA. Funding from the EDA could also offer opportunities to help fund projects in Community Redevelopment Areas, including road and water infrastructure improvements that can help reinvigorate the regions and lead to additional reinvestment in homes and businesses.

The Trump Administration has proposed eliminating the Economic Development Administration (EDA) in both of their budget requests since taking office. Congress has not gone along with this proposal, funding the EDA at $301.5 million in FY 2018. The EDA is currently shutdown due to ongoing spending negotiations for FY 2019.

Opportunity Zones
Opportunity Zones were created by the Tax Cuts and Jobs Act that was signed into law in late 2017. This program is designed to spur investment in distressed communities through the designation of opportunity zones and the creation of a tax-incentivized investment vehicle, called opportunity funds. After the passage of the law, each Governor was tasked with identifying the census tracts in their state that would be designated as opportunity zones and eligible for investment from opportunity funds. Eligible census tracts needed to have poverty rates of at least 20 percent or median family income of no more than 80 percent of the statewide or metropolitan area family income. Three census tracts in Charlotte County were designated as Opportunity Zones.

The Opportunity Zone program is intended to generate significant investment in distressed communities, however there is still much to be determined about how the program will work, how locations will be able to attract investors, and the tangible benefits that will be realized by communities.

Treasury estimates that nearly 35 million Americans live in the designated Opportunity Zones and that median family incomes in the zones are, on average, 37 percent below the local or state median, and unemployment rates are nearly 1.6 times higher than the average census tract. The proposed regulations developed to date for Opportunity Zones by the Treasury have begun to provide a sense of how the invested funds may be used. Specifically, the proposed rule will:

- Allow opportunity funds to take up to 31 months to invest in real estate development projects in opportunity zones. This timeframe will allow the funds to invest in more complex projects that can take a significant amount of time for planning, permitting and design.
- Allow investors to continue to claim tax benefits through the program until 2048, despite the fact that the legislation establishing opportunity zones currently sunsets in 2028. This will encourage people to continue to invest in opportunity zones throughout the entire 10 year designation period.
- Clarify that the requirement that an investor spend at least as much to improve property as they paid for it applies only to building and not to the underlying value of the land. This may make it easier for smaller

renovation projects to get off the ground, but could also allow investors to reap the tax benefit of purchasing land with little additional investment into the community.

- Clarify that 70 percent of the tangible property held by an opportunity fund must be in an opportunity zone, allowing up to 30 percent to be held in other areas. This may make it easier to invest in existing businesses or businesses looking to expand.
- Clarify the process for a taxpayer to elect to defer a capital gain and the process for investing in an opportunity fund.
- Permit any taxpayer that is a corporation or partnership for tax purposes to self-certify as a Qualified Opportunity Fund (QOF), including those set up as a limited liability corporation (LLC).
- Finally, the proposed rule states that taxpayers can rely on these regulations for any investments made prior to the publication of the final rule, this will allow investments to begin to be made immediately without investors worrying that they will be penalized if the final regulations differ in some way from this proposal.

These regulations are not comprehensive and do not cover several areas including the how penalties could be applied to opportunity funds that do not comply with the rules, the definition of qualified opportunity zone business property, the tax consequences of the sale of an asset by an opportunity fund, and issues surrounding the exit of investors from a fund. This round of regulation was also silent on reporting requirements for the funds that would detail how much is being invested in Opportunity Zones and how it is being used, which would provide transparency to help evaluate the program's effectiveness in encouraging economic growth.

Treasury anticipates a second set of regulations to be released in the next few months with additional public comment periods available after that.

POSITION: ***Support*** Charlotte County EDA grant applications as applicable, including potential applications for improvements to Parkside, Charlotte Harbor, and Murdock Village Community Redevelopment Areas or other infrastructure projects. ***Support*** continued adequate funding of the Economic Development Administration. ***Monitor*** Opportunity Zone regulations to help Charlotte County gain as much benefit as possible from development in their three Opportunity Zones-designated Census tracts.

FEDERAL ISSUE: Federal Emergency Management Agency Disaster Assistance

BACKGROUND; HOW IT MAY AFFECT CHARLOTTE COUNTY: The Federal Emergency Management Agency (FEMA) assists local governments, through the state, after disasters with funding for recovery projects. This funding follows a specific process where counties seek reimbursement through the State Division of Emergency Management and FEMA for projects. Once a project is completed, a close-out process is requested of FEMA by the county and state and a final payment is made. Previously, a county could have its project audited by the Department of Homeland Security's Inspector General's office for up to three years after the closeout of the entire disaster, rather than the closeout of the project. As a result of these audits, the Department of Homeland Security could determine that monies were spent incorrectly and must now be "de-obligated" or repaid to the state and federal government. In recent years in Florida, most of these audits are from storms during the 2004 and 2005 hurricane season, meaning many of these projects have been completed for over a decade.

After years of work to address this issue and legislation filed by Congresswoman Lois Frankel (D-FL) and both Senators Rubio and Nelson, the language limiting de-obligations to three years after the closeout of a project was finally adopted as part of the Federal Aviation Administration reauthorization bill. FEMA and DEM must now implement the new law, including the provision that stops any ongoing de-obligations that exceed the three-year limitation.

POSITION: ***Monitor*** implementation of the legislation to prohibit the Federal Emergency Management Agency from de-obligating previously awarded disaster funds for projects that have been certified as complete by the state for at least three years.

FEDERAL ISSUE: Domestic Discretionary Spending Pressure

BACKGROUND; HOW IT MAY AFFECT CHARLOTTE COUNTY: In both of their budget proposals since taking office, the Trump Administration has proposed drastic cuts to and eliminations of several domestic spending programs. The budget proposal included cuts to or the elimination of several programs of importance to the County. In February of 2018, the President released his FY 2019 budget, which includes many of the same cuts. It is likely that the FY 2020 budget will include many of the same cuts and eliminations.

Among other things, following are areas of concern with the President's budget proposals:

- Eliminate/Reduce FEMA state and local grant funding by $667 million including Pre-Disaster Mitigation Grants and the Homeland Security Grant Program, including the Urban Area Security Initiative program (UASI). The budget also calls for a 25% non-Federal match for FEMA preparedness grants that currently do not require any match.
- Eliminate the Community Development Block Grant program (CDBG)
- Eliminate HOME, Choice Neighborhoods and the Self-help Homeownership Opportunity Program
- Eliminate the Community Services Block Grant Program (CSBG)
- Eliminate the Low Income Home Energy Assistance Program
- Eliminate an additional $490 million in Department of Justice programs.
- Eliminate the Economic Development Administration, which provides grants for local economic development projects that create jobs
- Eliminate the EPA's National Estuary program
- Eliminate the SeaGrant Program
- Eliminate the TIGER grant program

After the release of the Administration's FY 2018 and FY 2019 budgets, the County engaged with members of your delegation to advocate for these programs. Congress ultimately funds the government and can ignore much of what the President has recommended, but the budget proposes so many reductions or whole elimination of programs while significantly boosting spending in other areas (defense, a southern wall, for instance) that many members of Congress support and it will therefore be difficult to restore all funding to domestic agencies or programs of importance. If a piece of the pie gets bigger, the entire pie is not likely to grow – instead other pieces will get smaller.

Another threat to discretionary spending is sequestration. The Budget Control Act (passed in 2011) established budgetary caps in law for discretionary spending – one cap for defense accounts and another for non-defense accounts – through FY 2021. The penalty for spending over the caps is a sequestration of funds through a percentage-based cut to every account, program and project funded by discretionary spending, to ensure spending is in line with the budgetary caps. In February of 2018 Congress passed legislation to raise the budget caps for both defense and non-defense accounts for two fiscal years, avoiding the threat of sequestration for that time period. Budget caps will return in Fiscal Year 2020, meaning that appropriations bills considered by Congress in early 2019 will have to abide by the limitations of the Budget Control Act unless Congress devises a new workaround.

POSITION: ***Monitor*** proposed cuts to non-defense discretionary programs of importance to Charlotte County.

FEDERAL ISSUE: Website Compliance with the Americans with Disabilities Act

BACKGROUND; HOW IT MAY AFFECT CHARLOTTE COUNTY: The Americans with Disabilities Act (ADA) was signed into law in 1990 by then President George H.W. Bush and prohibits discrimination based on disability. Although the law does not specifically mention websites, the Department of Justice has interpreted that the ADA does apply to websites for the past 20 years. Recently, there have been several lawsuits across the country alleging that websites of both public and private entities do not comply with the ADA. In Florida, as in other areas of the country, numerous lawsuits are filed on behalf of the same plaintiff against a variety of entities.

The Department of Justice issued two rulemakings regarding the development of standards for website accessibility under the Obama Administration, however, the Trump Administration withdrew those rulemaking actions in 2017. In the Notice of Withdrawal, the Department of Justice noted that they would be evaluating whether specific web accessibility standards were needed before deciding how to proceed. DOJ has indicated in correspondence with Congress that they believe not having a standard provides websites with more flexibility and fulfills the Trump Administration's commitment to reducing regulations.

Several members of Congress have expressed frustration with the large number of lawsuits centered around ADA compliance. In the 115th Congress, the House passed a bill (HR 620) that would have required potential plaintiffs to notify businesses who aren't in compliance with the Americans with Disabilities Act before filing a lawsuit. It would give the defendants four months to demonstrate their intent to comply and if they did not come into compliance, a lawsuit could still be filed. This bill was aimed at addressing frivolous lawsuits and it was limited to "architectural barriers" (parking, ramps, counter height etc.) which would not include websites. The bill did not move at all in the Senate and faced significant pushback from disability advocacy groups. With only 12 Democrats supporting the legislation last year when it came to a vote on the floor, it is unlikely that it will be brought up again in the 116th Congress.

POSITION: ***Support*** the issuance of guidance from the Department of Justice to provide objective standards for website to be in compliance with the Americans with Disabilities Act. ***Monitor*** legislation that impacts the Americans with Disabilities Act.

FEDERAL ISSUE: Transient Occupancy Taxes

BACKGROUND; HOW IT MAY AFFECT CHARLOTTE COUNTY: In the 111th and 113th Congresses, attempts were made to insert language into various pieces of legislation that would have exempted Online Travel Companies (OTC's, e.g., Expedia, Travelocity, etc.) from remitting the full bed tax rate collected from consumers to the appropriate local government. For instance, if an online travel broker were to pay $60 for a room in Charlotte County and then sell that room to a consumer for $100, they would be able to only remit $3 dollars to the local government instead of $5 (using the County's five percent bed tax for illustrative purposes).

In 2009, Charlotte County and 16 other Florida counties filed an action against a number of online travel companies alleging that the companies have failed to collect and/or pay taxes under the respective tourist development tax ordinances. Charlotte County and its partners in the lawsuit agreed to settle with the online travel companies for $6.1 million in 2010. During 2012, there were several Florida State Circuit Court cases that ruled in favor of the OTCs. Two cases, including the 17 county case, cited that Florida law is not clear on the issue, while a Circuit Court Judge ruled more directly that the OTCs only owe local tourist taxes on the discounted rates they paid for the rooms. Then, in June of 2015, the Florida Supreme Court affirmed the lower court rulings, stating that online travel companies are not hotels and, therefore, do not have to pay occupancy fees.

Meanwhile, in 2012, the District of Columbia government won a ruling that online travel firms should repay back taxes on the full retail price of hotel rooms they sold to consumers in the years after the D.C. City Council passed legislation mandating they do so. In 2014, a conditional settlement was reached in this case with six online travel firms. Although they have a right to appeal the D.C Superior Court decision, they agreed to pay $60.9 million in back taxes to the D.C. government. The amount owed in the lawsuit was estimated to be over $200 million.

In 2015, local governments reportedly had filed 88 lawsuits against OTCs for tax underpayment. The company won dismissal in 23 cases while 35 remain active. The remainder of the cases have been settled, put on hold, referred to administrative proceedings, or are otherwise resolved. A 2011 estimate by the Center for Budget and Policy Priorities suggests that state and local governments lose as much as $396 million a year due to such remittance practices by online hotel purveyors. These examples demonstrate how courts across the country have ruled differently on this issue over the past few years, which has led online travel purveyors to continue to seek federal legislation that would codify their goal of not remitting taxes on the price of the hotel room paid by the consumer. In 2012, several of these online discount travel brokers (including Expedia, Orbitz, and Priceline) organized and registered to lobby under a new organization called the "Interactive Travel Services Association," whose purpose is to advocate on several issues, including "taxes and fees related to travel."

In May 2013, Expedia and other online hotel room purveyors attempted to amend the Marketplace Fairness Act to achieve their transient occupancy tax objectives. Ultimately, this effort was unsuccessful and the bill was passed out of the Senate without this language.

In Fiscal Year 2018, Charlotte County collected over $6.4 million in transient occupancy taxes, which is used to support the tourism industry in the region. This level of funding underscores the importance of this revenue source and the need to ensure it is not constrained by detrimental legislation.

POSITION: ***Oppose*** legislation that would exempt Internet travel brokers from paying taxes on the full room rate paid by the consumer, thereby costing Charlotte County and its political subdivisions the opportunity to collect the appropriate Transient Occupancy Taxes from visitors to the region.

FEDERAL ISSUE: Tax-Exempt Bonds

BACKGROUND; HOW IT MAY AFFECT CHARLOTTE COUNTY: Although municipal bonds have been tax-exempt for almost 100 years, a number of federal proposals have been offered over the past few years that target this exemption, particularly as part of the debate to end the sequester or reduce federal spending. With local governments facing severe budget difficulties, any proposal to limit the tax exemption would put more pressure on local finances by reducing demand for tax-exempt bonds and increase borrowing costs for state and local governments, ultimately leading to higher taxes or reduced services.

The Obama Administration had proposed a 28 percent limit on all itemized deductions for high-income individuals in its Fiscal Year (FY) 2017 budget. If this proposal had been accepted by Congress, it would have applied to all new and outstanding municipal bonds. According to a study conducted by the National Association of Counties, if this 28 percent cap had been in place over the past decade, borrowing costs to state and local governments would have increased by over $173 billion, while a full repeal would have cost nearly $500 billion over the same time period.

The issue of the deductibility of municipal bonds was not included in the comprehensive tax reform legislation signed into law at the end of 2017, however it may continue to be an issue in the future. If this deduction was eliminated in the future, it would mean that bond issuers would have to offer higher rates to attract investors. It is estimated that the difference in the rate of earnings the County and other local governments would need to offer prospective buyers for their taxable bonds would depend on the market, but typically would range from 1.5 to 2 percent more for those offerings. On $1 million borrowed, this would likely cost $20,000 more in interest per year. Taking this further, if the County were to amortize a $100 million loan over 30 years at taxable bond rates two percent higher than if the bonds were tax-exempt, the additional cost to taxpayers over those 30 years could be roughly $30 million.

Advanced Refunding of Bonds
Meanwhile, Representatives Randy Hultgren (R-IL) and C.A. Dutch Ruppersberger (D-MD) introduced legislation to restore the tax exemption for advance refunding bonds that was repealed in the Tax Cuts and Jobs Act. The legislation had twenty cosponsors but did not advance in the 115th Congress. The County has advanced refunded bonds in the past to take advantage of lower interest rates and save constituents money.

POSITION: ***Oppose*** legislation that would threaten the tax exemption on state and local bonds. ***Support*** the passage of legislation to again allow for advanced refunding of tax-exempt bonds.

Charlotte County Board Of County Commissioners
Agenda Item Summary

Item Number: R - 2.

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1 DEPARTMENT MAKING REQUEST

Regular Agenda

2 MEETING DATE

3/26/2019

3 REQUESTED MOTION/ACTION

a) Presentation of the Transit Development Plan, Phase I by Tindale-Oliver; and
b) Discussion and direction.

4 AGENDA

Presentation

5 IS THIS ITEM BUDGETED (IF APPLICABLE) - True

Budget Action
No action needed.

Financial Impact Summary Statement
There is no financial impact.

Detailed Analysis Attached - False

Budget Officer-

6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)

ATTACHMENTS:

File Name	Description	Upload Date	Type
TDP_Presentation.pdf	TDP Presentation	3/1/2019	Presentation

Charlotte County

Transit Development Plan

March 2019

0

Presentation Overview

- TDP process
- Charlotte County TDP
- Baseline conditions
- Public outreach process
- Existing transit plans
- Board feedback & input
- Next steps

1

Transit Development Plan (TDP)

- 10-year transit plan
- Strategic plan for transit
  - Evaluate demographics & travel behavior
  - Assess existing transit options
  - Conduct public involvement & outreach
  - Determine transit needs
  - Develop service & implementation plans
- FDOT requirement for funding

2

What TDP is Not

- Not a Budget
- Not a Capital Improvement Program (CIP)
- Not a binding agreement

3

TDP is a……

- 10-year vision for transit
- Plan that identifies both funded & unfunded needs
- Collaborative process
- Helps Charlotte County & FDOT set transit service/capital priorities
- Updated every five years

4

Charlotte County TDP

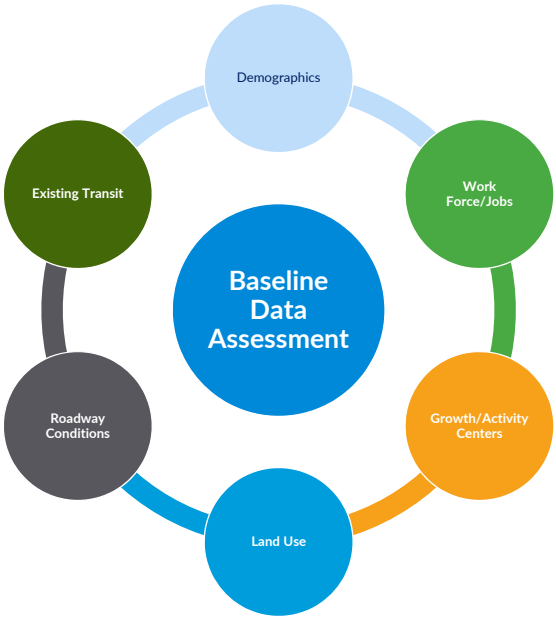
- Covers FY 2020 to FY 2029
- Last updated in 2014
- Final Plan due to FDOT by Sept 2019
- Consistent with other plans
- Incorporates best practices

5

Charlotte Rides

- Evaluate baseline conditions
- Assess existing transit options
- Conduct public outreach
- Determine transit needs
- Develop service & implementation plans
- Develop financial plan

6



Baseline Conditions

7

Baseline Conditions

Demographics

- 2nd Oldest county in the nation
- Average age 56 years
- 37% Population is over 65
- 13% Population is Black or Hispanic

Growth

- 27% population growth by 2045
- Growing downtown area
- Large-scale developments ongoing or planned
- A growing community with Autonomous vehicles connecting people to places

Workforce/Income

- Unemployment 3.8%
- 24% Earn less than $25,000
- Low workforce participation rate

43% Charlotte County

60% Florida

Public Transit

- Curb-to-curb service
- 126,000 trips in 2017
- 14% increase in cost per trip since 2013
- Need to reserve 24-hours before taking the trip

CHARLOTTE RIDES

8

Baseline Conditions

Growing Air Hub

- Passenger traffic increased 22% in 2018, to 1.6 million

FLYPGD Charlotte County Airport Authority PUNTA GORDA AIRPORT

Major Resort

- 500 permanent jobs
- 300,000 additional tourists

SUNSEEKER RESORTS

9

Existing Transit Services

- Dial-A-Ride
  - Curb-to-curb service
  - Limited service, only key areas served
  - Open to all
  - $2 one-way
  - Monday through Saturday
  - Minimum 24-hour advance reservations needed
  - 96-Hour advance reservation recommended
- Transportation Disadvantaged
  - Curb-to-curb service
  - $1 per trip
  - Eligibility needed
  - Disabled, low-income, older adult
  - Whole county served

CHARLOTTE RIDES

10

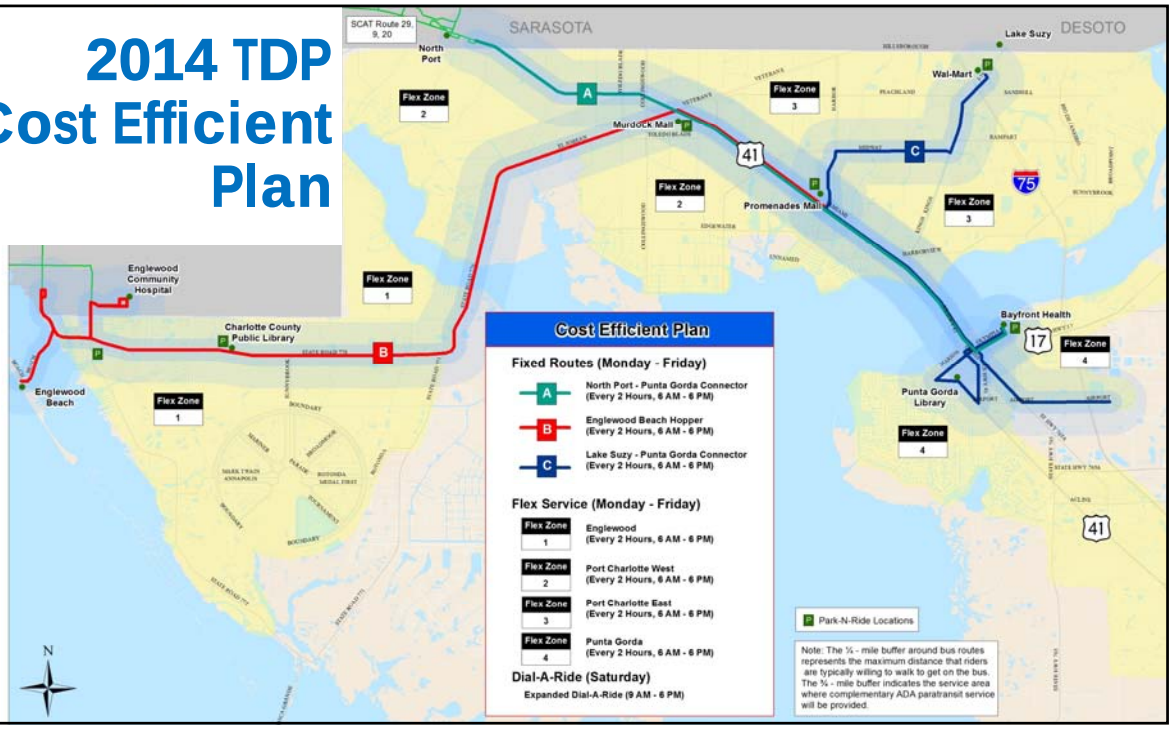
TDP Public Outreach

- Public workshops
- Transit rider and non-rider surveys (print & on-line)
- Stakeholder interviews
- Web & social media outreach
- Email blasts
- Grassroots efforts

CHARLOTTE RIDES

11

2014 TDP Cost Efficient Plan



12

2040 LRTP Transit Plan (adopted in 2015)

13

Policy Feedback & Input

On the upcoming slides, we have a series of questions and would like to get your feedback on, and if possible, general consensus, for moving forward with the Charlotte Rides planning process.

14

Policy Question

- When considering the previous plans (TDP and LRTP), what specific ideas or proposed alternatives do you think are valid and definitely be considered for the next 10 years?

15

Policy Question

- When considering ridership (about 126,000 annually), how much growth do you envision for the Charlotte County transit system over the next 10 years?

16

Policy Question

- What new or additional improvements or services should we consider as we plan for the next 10 years?

17

Policy Question

- What type(s) of service framework(s) do you envision to connect our community?
  - Dial-A-Ride only
  - Fixed-Route/Dial-A-Ride Hybrid
  - Flex-Route/Dial-A-Ride Hybrid
  - Fixed/Flex Bus Hybrid
  - Other

18

Policy Question

- What role do you think technology could play in the future provision of transit services in Charlotte County?

19

Policy Question

- How would you create funding, and what partnerships do you foresee, to improve and grow the Charlotte County transit system?

20

Next Steps

- Complete Phase I public outreach
- Assess demand & transit alternatives
- Develop draft 10-year plan
- Conduct Phase II outreach
- Present draft & final plans
  - May-July 2019

21

Comments & Discussion

22

Charlotte County Board Of County Commissioners
Agenda Item Summary

Item Number: R - 3.

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1 DEPARTMENT MAKING REQUEST

Regular Agenda

2 MEETING DATE

3/26/2019

3 REQUESTED MOTION/ACTION

Discussion and direction on the West Coast Inland Navigation District (WCIND) agenda for the upcoming April 5, 2019 Meeting.

4 AGENDA

Regular

5 IS THIS ITEM BUDGETED (IF APPLICABLE) -

Budget Action
No action needed.

Financial Impact Summary Statement
No additional impacts.

Detailed Analysis Attached -

Budget Officer-

6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)

Charlotte County Board Of County Commissioners
Agenda Item Summary

Item Number: R - 4.

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1 DEPARTMENT MAKING REQUEST

Regular Agenda

2 MEETING DATE

3/26/2019

3 REQUESTED MOTION/ACTION

Discussion and direction on the Peace River Manasota Regional Water Supply Authority (Authority) Board agenda for the upcoming April 3, 2019 Meeting.
****Change, Added attachments- PRMRWSA Agenda- April 2019, and PRMRWSA Workshop Agenda 2019, 3/25/19****

4 AGENDA

Regular

5 IS THIS ITEM BUDGETED (IF APPLICABLE) -

Budget Action
No action needed.

Financial Impact Summary Statement
None.

Detailed Analysis Attached -

Budget Officer-

6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)

Commissioner Doherty, as Charlotte County's representative to the Authority, will be voting on Authority agenda items. County staff and Administrator, Ray Sandrock, have participated in various discussions on these issues with other member governments and the Authority. Staff wants to ensure that the Charlotte County Board of County Commissioners are always apprised of important policy and budget issues being brought forward for consideration by the Authority.

ATTACHMENTS:

File Name	Description	Upload Date	Type
Agenda_April_2019_FINAL.pdf	PRMRWSA Agenda- April 2019	3/25/2019	Backup Material
Workshop_Agenda_April_2019_FINAL.pdf	PRMRWSA Workshop Agenda- April 2019	3/25/2019	Backup Material

PEACE RIVER MANASOTA REGIONAL WATER SUPPLY AUTHORITY
BOARD OF DIRECTORS MEETING

AGENDA
April 3, 2019 @ 9:30 a.m.

Manatee County Administration Center
Patricia M. Glass Commission Chambers
1112 Manatee Ave. West, Bradenton, FL

Additional information may be obtained by contacting the Peace River Manasota Regional Water Supply Authority, 9415 Town Center Parkway, Lakewood Ranch, Florida 34202 or through the Authority's website www.regionalwater.org. Persons with disabilities who need assistance may call (941) 316-1776 at least two business days in advance to make appropriate arrangements. No Stenographic record by a certified court reporter is being made of this meeting. Accordingly, any person who may seek to appeal any decisions involving the matters noticed herein will be responsible for making verbatim record of the testimony and evidence at this meeting which may be necessary to appeal such decisions.

BOARD OF DIRECTORS
Commissioner Alan Maio, Sarasota County, Chairman
Commissioner Elton Langford, DeSoto County, Vice Chairman
Commissioner Ken Doherty, Charlotte County
Commissioner Priscilla Trace, Manatee County

CALL TO ORDER

INVOCATION
Commissioner Elton Langford

PLEDGE OF ALLEGIANCE
Led by the Board

WELCOME GUESTS

PUBLIC COMMENTS
Open to the Public - Three (3) minute time limit per person. Anyone wishing to address the Board on any agenda item or non-agenda issue should complete a 'request to speak' card and hand it to the recording clerk.

ELECTION OF OFFICERS
General Counsel Doug Manson

RESOLUTIONS/PRESENTATIONS

1. Florida Department of Environmental Protection 2018 Drinking Water Plant Operations Excellence Award
2. Leadership Manatee Program Certificate – Kevin Morris
3. Water Conservation Campaign

CONSENT AGENDA

1. Minutes of February 6, 2019 Board of Directors Meeting
2. Resolution 2019-02 'Recognition of the Month of April as Water Conservation Month'

3. Resolution 2019-03 'Recognition of National Drinking Water Week'
4. First Amendment to Agreement 17CF0000379 between SWFWMD and PRMRWSA for the Regional Integrated Loop System Phase 3B Interconnect
5. Award Contracts for Purchase of Water Treatment Chemicals
6. Award Contract for Sludge Loading and Hauling
7. First Amendment to Lease Agreement between Peace River Manasota Regional Water Supply Authority (Successor Landlord) and Kerkering, Barberio & Co. and KB Pension Services, Inc.
8. Amendment to Continuing Services Contracts to Conform to Authority Procurement Policy (as amended December 5, 2018)
9. Declaration of Surplus

REGULAR AGENDA

1. Water Supply Conditions – Staff Presentation

GENERAL COUNSEL'S REPORT

1. Peace River Facility Water Use Permit

EXECUTIVE DIRECTOR'S REPORT

1. Legislative Session - Update

ROUTINE STATUS REPORTS

1. Hydrologic Conditions Report
2. Check Registers for January and February 2019
3. Regional Integrated Loop System Phase 3B Interconnect Project [SR 681 to Clark Road]
4. Regional Integrated Loop System Phase 1 Interconnect [U.S. 17 to Punta Gorda]
5. Partially Treated Water Aquifer Storage & Recovery
6. Peace River Facility Aquifer Storage & Recovery Operating Permit Renewal
7. Water Supply Master Plan 2020
8. Maintenance Facility & Warehouse Construction
9. Peace River Basin Report

BOARD MEMBER COMMENTS

PUBLIC COMMENTS
Open to the Public - Three (3) minute time limit per person. Anyone wishing to address the Board on any agenda item or non-agenda issue should complete a 'request to speak' card and hand it to the recording clerk.

ANNOUNCEMENTS

Authority Board Workshop immediately following in the Osprey Room

Friends of Peace Water, Inc. Annual BBQ
Friday, May 10, 2019 @ 11:30 a.m. – Peace River Facility

<u>Next Authority Board Meeting</u>
Wednesday, May 29, 2019 @ 9:30 a.m.
Sarasota County Administration Center
Commission Chambers

1660 Ringling Boulevard, Sarasota, Florida

Future Authority Board Meetings
July 31, 2019 @ 9:30 a.m. – DeSoto County Administrative Building, Arcadia, Florida
October 2, 2019 @ 9:30 a.m. - Charlotte County Administration Center, Port Charlotte, Florida
December 4, 2019 @ 9:30 a.m. – Manatee County Administrative Center, Bradenton, FL

ADJOURNMENT

Visit the Board Meetings page of our website *www.regionalwater.org* to access the Agenda Packet

PEACE RIVER MANASOTA REGIONAL WATER SUPPLY AUTHORITY
BOARD OF DIRECTORS WORKSHOP

AGENDA
April 3, 2019 @ 10:00 a.m.

Manatee County Administration Center
Osprey Room
1112 Manatee Ave. West, Bradenton, FL

Additional information may be obtained by contacting the Peace River Manasota Regional Water Supply Authority, 9415 Town Center Parkway, Lakewood Ranch, Florida 34202 or through the Authority's website www.regionalwater.org. Persons with disabilities who need assistance may call (941) 316-1776 at least two business days in advance to make appropriate arrangements. No Stenographic record by a certified court reporter is being made of this meeting. Accordingly, any person who may seek to appeal any decisions involving the matters noticed herein will be responsible for making verbatim record of the testimony and evidence at this meeting which may be necessary to appeal such decisions.

BOARD OF DIRECTORS

Commissioner Alan Maio, Sarasota County, Chairman
Commissioner Elton A. Langford, DeSoto County, Vice Chairman
Commissioner Ken Doherty, Charlotte County
Commissioner Priscilla Trace, Manatee County

CALL TO ORDER

AGENDA

1. Strategic Plan Implementation Review
2. 5 Year CIP/20 Year Needs Assessment Overview
3. Base Rate Charge – Identify Debt Service on Customer Billing
4. 'Systemwide Benefit' CIP Projects
   a. Definition and Examples
   b. Sustainable Funding
5. Fees & Charges for New System Connections
6. Water Rate Indexing
7. Authority Member Fee Policy Review
8. Planning Project Assessment Cost Allocation
9. Messaging to Members' BCCs

BOARD MEMBER COMMENTS

PUBLIC COMMENTS

Open to the Public – Three (3) minute time limit per person. Anyone wishing to address the Board on any issue should complete a 'request to speak' card and hand to the recording secretary.

ADJOURNMENT

Visit our website at *www.regionalwater.org* click on Agency/Board Meetings for Agenda Packet

Additional information may be obtained by contacting the Peace River Manasota Regional Water Supply Authority, 9415 Town Center Parkway, Lakewood Ranch, Florida 34202. Persons with disabilities who need assistance may call (941) 316-1776 at least two business days in advance to make appropriate arrangements. No Stenographic record by a certified court reporter is being made of this meeting. Accordingly, any person who may seek to appeal any decisions involving the matters noticed herein will be responsible for making verbatim record of the testimony and evidence at this meeting which may be necessary to appeal such decisions.

Charlotte County Board Of County Commissioners
Agenda Item Summary

Item Number: R - 5.

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1 DEPARTMENT MAKING REQUEST

Regular Agenda

2 MEETING DATE

3/26/2019

3 REQUESTED MOTION/ACTION

Choose by ballot to fill the unexpired term vacated by Mr. Carleton Strong, Sr. who resigned from the Construction Industry Licensing Board representing the "Specialty Contractor" category. This appointment will expire on March 22, 2020.

4 AGENDA

Regular

5 IS THIS ITEM BUDGETED (IF APPLICABLE) -

Budget Action

Financial Impact Summary Statement

Detailed Analysis Attached -

Budget Officer-

6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)

ATTACHMENTS:

File Name	Description	Upload Date	Type
Ballot.pdf	Ballot	3/13/2019	Cover Memo
Applications.pdf	Applications	3/13/2019	Cover Memo

BALLOT

Select One:
(listed alphabetically)

____ Ferrara, Michael

____ Toth, Erick

CONSTRUCTION INDUSTRY LICENSING BOARD

Consumer Advocate:	Rocco Pennella 9405 Spring Circle Port Charlotte, FL 33981 941-268-1885 roccolpennella@gmail.com Appointed: 1/23/18 EXPIRES: 1/23/22
Licensed Plumbing Contractor:	Christopher W. Knight Four Way Plumbing 22474 Walton Avenue Port Charlotte, FL 33952 941-769-3463 lacknight@embarqmail.com Appointed: 11/14/17 Expires: 6/23/2019
Consumer Advocate:	Stephen R. Gardiner Peninsula Marketing Group, Inc. 53 Sportsman Lane Placida, FL 33947 698-1376 Pmg_inc@comcast.net Appointed: 2/26/13 EXPIRES: 2/26/17 Reappointed: 10/24/17 EXPIRES: 2/26/2021
Specialty Contractor:	Mr. Carleton L. Strong Sr. **(resigned)** Strong Service Group 5278 Chandler Terrace Port Charlotte, FL 33981 941-697-8580 chstrong@comcast.net Appointed: 6/9/09 Expires: 5/27/12 Reappointed: 5/22/12 Expires: 5/22/16 (replaced unexpired term – Daniel Cormier) Reappointed: 5/24/16 Expires: 3/22/20

General Contractor:	Charles Hackbarth PO Box 380685 Murdock, FL 33938 941-268-6751 chuckhack@gmail.com Appointed: 2/25/14 Expires: 2/25/18 Reappointed: 2/27/18 EXPIRES: 2/25/22
Electrical Contractor:	Robert Overcash 2973 Rockcreek Drive Port Charlotte, FL 33948 Integrityelectric1@comcast.net 941-585-9338 & 941-628-1993 (cell) APPOINTED: 4/28/15 EXPIRES: 3/27/16 REAPPOINTED: 3/8/16 EXPIRES: 3/27/2020
Professional Engineer:	Michael Melton Enterprise Engineer 13435 S. McCall Rd., Ste. 415 Port Charlotte, FL 33981 941-830-0947 Michael.t.melton@gmail.com APPOINTED: 6/26/18 EXPIRES: 6/26/22
Licensed Mechanical	John Damon Another Choice Services, Inc. 21264 Argyle Avenue Port Charlotte, FL 33954 941-627-0276 trajon@comcast.net (filled unexpired term of Chuck Hackbath) APPOINTED: 10/12/10 EXPIRES: 6/9/2013 Reappointed: 1/17/14 EXPIRES: 6/9/18 Reappointed: 6/26/18 EXPIRES: 6/26/22
Consumer Advocate:	Mr. Edward Toth 5463 Joslyn Terrace Port Charlotte, FL 33981 212-921-6269 ECTOTH@hotmail.com Appointed: 2/26/19 (filled unexpired term of Pam Alexander) EXPIRES: 3/11/22

(3/8/19 - members can only serve two consecutive terms and 11 years total)

Financial disclosure required
Recording Secretary: Kristin Binns, Community Development x1543
Committee meets 1st Thursday of the month - Rm. 119 @ 6:00 p.m.
Commission Office Contact: Diane Whidden - 743-1298

APPLICATION TO SERVE ON A CHARLOTTE COUNTY ADVISORY COMMITTEE

☒ New Applicant ☐ Re-Appointment

INCOMPLETE APPLICATIONS WILL BE RETURNED

Mr/Mrs/Ms: Mr.		
Name: Last	First	Middle Initial
Ferrara	Michael	P.
Residence Address:		
915 Sidney Terrace NW	Port Charlotte	33948
Street	**City**	**Zip Code**
Mailing Address:		
Same as above		
Street	**City**	**Zip Code**
Phone No.		
Home 941-875-8376 (cell)		**Business** 941-249-9690
FAX: N/A		
E-Mail Address: mike.ferrara@conservairrigation.com		

I hereby submit my name for consideration to serve in an advisory capacity to the Board of Charlotte County Commissioners on the following Advisory Committee as a ☒ Regular or ☐ Alternate member:

CILB

Name of Advisory Committee

If applying for a specific category/position, please so state: CILB

Occupation: Business Owner

If currently retired, previous occupation: _____

Civic/Professional Accomplishments/Offices Held: _____

See typed answer sheet

Please be advised that all information contained in this application becomes Public Record once submitted to Charlotte County.

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conserva irrigation

Q: Civic/Professional Accomplishments/Offices Held

A:

1. President and Owner of Conserva Irrigation SWFL Inc.
2. C.D.B.I.A. member since 2017
3. C.D.B.I.A. subcontractor of the year 2018
4. Diamond Sponsor for Parade of Homes 2018
5. C.D.B.I.A. faithful straight edge sponsor 2018-2019
6. Charlotte County Chamber of Commerce member since 2017
7. Punta Gorda Chamber of Commerce member since 2017
8. Conserva Irrigation Franchising – Rookie of the year 2016
9. Conserva Irrigation Franchising – Excellence in sales, first place 2017
10. Conserva Irrigation Franchising – Franchisee of the year 2017
11. Conserva Irrigation Franchising – Excellence in sales, first place 2018
12. Irrigation Association member since 2016
13. Irrigation Association certification – Certified Irrigation Technician
14. Irrigation Association – Vanguard Award winner 2018
15. Irrigation Association certification – Certified Landscape Irrigation Auditor
16. Florida state licensed irrigation contractor since 2017, SCC131151936
17. Hunter Institute of irrigation design certification February 2009
18. Hunter Industries two wire certification May 2011
19. Pentair water training institute certification April 2011
20. UGMO soil sensor certification April 2011
21. NFIB member since 2017
22. M.S.B.I.A. member since 2017
23. Sponsorship of Kids Tag Art – Charlotte County 2018

Q: My qualifications to be eligible are as follows

A: I have 25 years industry experience and have resided in Charlotte County since 2012. I started my own business here in Charlotte County and I am a state licensed contractor. I continue to serve our community through proper and ethical contracting, and memberships within the community. We are partnered with the Wyland Foundation and are excited to introduce the Wyland Mayoral challenge this year to our community and local schools (see flyer for details).

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APPLICATION TO SERVE ON A CHARLOTTE COUNTY ADVISORY COMMITTEE – CONTINUED

My qualifications to be eligible are as follows:

See typed answer sheet

If applicable, please indicate any employment, contractual relationship or status that you may have, or have had within the past 12 months, with any private business entity that rents, leases or sells any realty, or provides any goods or services to the County or that is conducting any business with the County.

President & Owner of Conserve Irrigation SWFL Inc.

Is this application for a new appointment? ☒ Yes ☐ No

If yes, please indicate what you would like to accomplish if you are appointed to this Committee:

Continue to serve & enhance our community

Become more proactive in stopping unlicensed contracting

Is this application for a re-appointment? ☐ Yes ☒ No

- If yes, please indicate what your accomplishments have been while serving on this Committee:

- If "Yes", please indicate what you would like to accomplish during this term:

If you have previously served on a Charlotte County Advisory Committee or are currently serving and seeking reappointment, please indicate the number and general nature of any voting conflict disclosure memorandum filed (Form 8B) while serving on the committee:

Have you ever worked for the Charlotte County Board of County Commissioners? ☐ Yes ☒ No

- If "Yes", please list position, department, start and end date: _____

Do you have any relatives currently working for the Charlotte County Board of County Commissioners? ☐ Yes ☒ No

- If "Yes", please list name(s) and department(s): _____

Are you a full time Charlotte County Resident? ☒ Yes ☐ No

Please be advised that all information contained in this application becomes Public Record once submitted to Charlotte County.

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APPLICATION TO SERVE ON A CHARLOTTE COUNTY ADVISORY COMMITTEE – CONTINUED

1.) All of the Boards and Committees appointed by the Board of County Commissioners are required to comply with the Sunshine Law FS 286.011 and some of the Boards and Committees appointed by the Board of County Commissioners are required to comply with Chapter 112, Florida Statutes, the Financial Disclosure Law. You may be required to file a Form 1 Financial Disclosure. You will be provided with more information upon appointment.

2.) Charlotte County, an equal opportunity/affirmative action employer, considers the selection and appointment of persons to advisory committees in a non-discriminatory manner consistent with the requirements of Federal, State and Local non-discrimination laws.

3.) The Board of County Commissioners request that you attend the Commission meeting at which your application will be considered for appointment. This office will notify you of the Commission meeting date.

4.) Members who fail to attend three (3) meetings in a twelve-month period without cause and without prior approval of the chairman shall automatically forfeit their appointment.

By signing this application, you acknowledge that you have read and understand the previous statements.

Michael P. Tessara
Signature

2-9-19
Date

It is recommended that a résumé of additional personal and professional qualifications and experience that pertains to the above be submitted with this application however, it cannot replace the application form.

PLEASE RETURN THIS COMPLETED FORM TO:
Commission Office – Diane Whidden
18500 Murdock Circle, Room 536
Port Charlotte, FL 33948

By Fax: (941) 743-1310

Please be advised that all information contained in this application becomes Public Record once submitted to Charlotte County.

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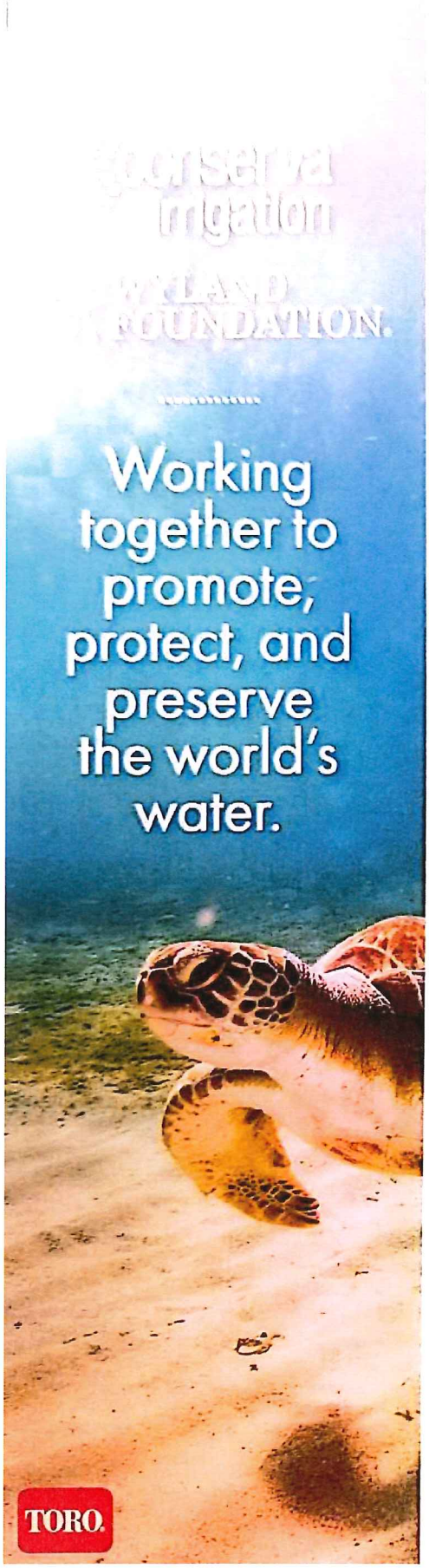

What is the Wyland Foundation?

Founded by renowned environmental artist Robert Wyland, the Wyland Foundation has helped children and families around the nation to rediscover the importance of healthy oceans and waterways through public art programs, classroom science education, and live events.

Every April (Earth Month), the Wyland Foundation hosts the National Mayor's Challenge for Water Conservation: a friendly competition across U.S. cities to see who can be the most water-wise.

How does Conserva Irrigation® support the Wyland Foundation?

Our passion for water conservation uniquely aligns with the Wyland Foundation's mission and principles.

Conserva Irrigation® has donated over $50,000 to the Wyland Foundation since joining the Foundation in 2016.

Every March, our franchisees across the nation implement the My Water Pledge educational program in local schools to help students understand the conservation mission and promote the cause in their communities, and directly to their mayor.

How you can make a difference:

Take the My Water Pledge April 1 – 30, 2019.
Visit the Conserva Irrigation website and click the Take the Pledge! button to make your pledge to conserve water and minimize waste in your community. You could be eligible to win tons of great prizes!

Connect Your Local School.
The most successful The National Mayor's Challenge cities are those that educate children in their local schools. The National Mayor's Challenge is a great way to teach the future of America about the importance of water conservation, while also supplying students with a structured process for promoting and implementing the program with community leaders.

Refer us to a local school or teacher who you think could benefit from The National Mayor's Challenge program, and you could win a FREE Toro EVOLUTION® smart controller.

For more information visit us online at:
conservairrigation.com and wylandfoundation.org

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APPLICATION TO SERVE ON A CHARLOTTE COUNTY ADVISORY COMMITTEE

☒ New Applicant ☐ Re-Appointment

INCOMPLETE APPLICATIONS WILL BE RETURNED

Mr/Mrs/Ms:

Name: Mr. **Last** Toth **First** Erick **Middle Initial**

Residence Address:

Street 299 Santa Marta St. **City** Pt. Charlotte **Zip Code** 33954

Mailing Address: Same.

Street Same **City** Same **Zip Code** Same.

Phone No. 941-815-0336 **Home** **Business** 941-625-9700

FAX:

E-Mail Address: Management@securityalarmcorp.com

I hereby submit my name for consideration to serve in an advisory capacity to the Board of Charlotte County Commissioners on the following Advisory Committee as a ☒ **Regular or** ☐ **Alternate member:** Construction Industry Licensing Board

Name of Advisory Committee

If applying for a specific category/position, please so state: Specialty Contractor

Occupation: Manager + License Holder/ Alarm Contractor I

If currently retired, previous occupation:

Civic/Professional Accomplishments/Offices Held: Parks + Rec Advisory Board
30 years in construction Charlotte County
President Charlotte County Soccer
State Licensed Contractor 20 years

Please be advised that all information contained in this application becomes Public Record once submitted to Charlotte County.

APPLICATION TO SERVE ON A CHARLOTTE COUNTY ADVISORY COMMITTEE – CONTINUED

My qualifications to be eligible are as follows:

In Business 30 years Charlotte County, State Contractor 20 years. EF 0001051

If applicable, please indicate any employment, contractual relationship or status that you may have, or have had within the past 12 months, with any private business entity that rents, leases or sells any realty, or provides any goods or services to the County or that is conducting any business with the County.

Is this application for a new appointment? ☒ **Yes** ☐ **No**

If yes, please indicate what you would like to accomplish if you are appointed to this Committee:

Help to Coordinate the growing needs & Licensing challenges for Construction Services Department.

Is this application for a re-appointment? ☐ **Yes** ☒ **No**

- **If yes, please indicate what your accomplishments have been while serving on this Committee:**
- **If "Yes", please indicate what you would like to accomplish during this term:**

If you have previously served on a Charlotte County Advisory Committee or are currently serving and seeking reappointment, please indicate the number and general nature of any voting conflict disclosure memorandum filed (Form 8B) while serving on the committee:

None

Have you ever worked for the Charlotte County Board of County Commissioners? ☐ **Yes** ☒ **No**

- **If "Yes", please list position, department, start and end date:** _____

Do you have any relatives currently working for the Charlotte County Board of County Commissioners? ☐ **Yes** ☒ **No**

- **If "Yes", please list name(s) and department(s):** _____

Are you a full time Charlotte County Resident? ☒ **Yes** ☐ **No**

Please be advised that all information contained in this application becomes Public Record once submitted to Charlotte County.

APPLICATION TO SERVE ON A CHARLOTTE COUNTY ADVISORY COMMITTEE – CONTINUED

1.) **All of the Boards and Committees appointed by the Board of County Commissioners are required to comply with the Sunshine Law FS 286.011 and some of the Boards and Committees appointed by the Board of County Commissioners are required to comply with Chapter 112, Florida Statutes, the Financial Disclosure Law. You may be required to file a Form 1 Financial Disclosure. You will be provided with more information upon appointment.**

2.) **Charlotte County, an equal opportunity/affirmative action employer, considers the selection and appointment of persons to advisory committees in a non-discriminatory manner consistent with the requirements of Federal, State and Local non-discrimination laws.**

3.) **The Board of County Commissioners request that you attend the Commission meeting at which your application will be considered for appointment. This office will notify you of the Commission meeting date.**

4.) **Members who fail to attend three (3) meetings in a twelve-month period without cause and without prior approval of the chairman shall automatically forfeit their appointment.**

By signing this application, you acknowledge that you have read and understand the previous statements.

Signature

2/12/19
Date

It is recommended that a résumé of additional personal and professional qualifications and experience that pertains to the above be submitted with this application however, it cannot replace the application form.

PLEASE RETURN THIS COMPLETED FORM TO:
Commission Office – Diane Whidden
18500 Murdock Circle, Room 536
Port Charlotte, FL 33948

By Fax: (941) 743-1310

Please be advised that all information contained in this application becomes Public Record once submitted to Charlotte County.

ERICK TOTH
299 SANTA MARTA ST.
PORT CHARLOTTE, FL 33954
941-815-0336, ERICKTHERED@EARTHLINK.NET

OBJECTIVE

Volunteer for the Advisory council to help the community and its citizens.

EXPERIENCE

8/1/1989 TO PRESENT Security Alarm Corporation *Port Charlotte , FL*

OPERATIONS MANAGER

- Oversee all aspects of a 35 employee company and ensure its stability.
- Promoted 4 times in 30 years, from starter technician, sales, sales manager, operations manager.
- Currently State Licensed Alarm Contractor EF0001051 (License Holder since 1995)

2011 TO 2013 Charlotte County Soccer Federation *Port Charlotte , FL*

PR & COMMUNICATIONS

- Promote and market youth soccer in the community.
- Manage all website and computer related promotions and schedules.
- Volunteered hundreds of hours over the years for the club and kids.

2013 TO PRESENT Charlotte County Soccer Federation *Port Charlotte, FL*

PRESIDENT

- Promoted to President
- Oversee all operations of a 700 member Youth soccer organization
- Coordinate local tournaments to bring prosperity to the county and residents.
- Volunteer hundreds of hours for the club and kids.
- Soccer Coach for 6 years, teaching kids a sport, respect, and community service.

2016 TO PRESENT

Charlotte County Parks & Recreation Advisory Board

- District 5 Representative

2013 TO PRESENT Charlotte County Youth Sports Council

- Current member of the Youth Sports Council

Charlotte Votech volunteer for Electrical Board, worked with Steve Schrock over the years for their training center and construction division.

CDBIA Charter Member, NHBA Member, 5 Chamber of Commerce member.

EDUCATION

1984 GRADUATE South Broward High School *Hollywood , FL*

10 CERTIFICATIONS IN ALARM INDUSTRY, COMMERCIAL FIRE ALARMS, COMMERCIAL CONSTRUCTION GUIDLEINES, NEC CERTIFIED, NFPA CERTIFIED, AAF CERTIFIED. UL LICENSE CERTIFIED CENTRAL STATION.

Charlotte County Board Of County Commissioners
Agenda Item Summary

Item Number: R - 6.

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1 DEPARTMENT MAKING REQUEST

Regular Agenda

2 MEETING DATE

3/26/2019

3 REQUESTED MOTION/ACTION

Discussion and direction regarding Economic Development Director position.
****Added item, 3/25/19****

4 AGENDA

5 IS THIS ITEM BUDGETED (IF APPLICABLE) -

Budget Action
No action needed.

Financial Impact Summary Statement

Detailed Analysis Attached -

Budget Officer-

6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)

Charlotte County Board Of County Commissioners
Agenda Item Summary

Item Number: S - 1.

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1 DEPARTMENT MAKING REQUEST

Public Hearing - 10:00

2 MEETING DATE

3/26/2019

3 REQUESTED MOTION/ACTION

Conduct a public hearing to consider amendments to Chapter 3-3.5, Impact Fees, of the Code of Laws and Ordinances of Charlotte County, Florida. This includes amendments to the adopted impact fee schedule, additions and changes to the definitions, and minor changes to clarify existing language.
****Change, Added attachments- Revised 100% Transportation-40% all others of Technical Report, and Impact Fee Scenarios- Revised, and Presentation- Revised/Final, 3/25/19****

4 AGENDA

TimeRequired

5 IS THIS ITEM BUDGETED (IF APPLICABLE) - False

Budget Action
No action needed.

Financial Impact Summary Statement
None.

Detailed Analysis Attached - True

Budget Officer-

6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)

During the Board of County Commissioners meeting on February 26th 2019, direction was given by the Board to set a public hearing for March 26th 2019 for the board to consider changes to the impact fees. Any changes to the impact fees and the adopting ordinance must be heard at a public hearing.
Amendment of the impact fees as directed by the Board and associated amendments to section 3-3.5 Impact Fees, of the Charlotte County Code of Laws and Ordinances.

ATTACHMENTS:

File Name	Description	Upload Date	Type
Proposed_Impact_Fee_Ordinance.pdf	Proposed Ordinance	3/13/2019	Ordinance
50%_of_technical_report.pdf	Proposed Exhibit C Based on 50% Technical Report	3/14/2019	Backup Material
60%_of_technical_report.pdf	Proposed Exhibit C Based on 60% Technical Report	3/14/2019	Backup Material
70%_of_technical_report.pdf	Proposed Exhibit C Based on 70% Technical Report	3/14/2019	Backup Material
80%_of_technical_report.pdf	Proposed Exhibit C Based on 80% Technical Report	3/14/2019	Backup Material
90%_of_technical_report.pdf	Proposed Exhibit C Based on 90% Technical Report	3/14/2019	Backup Material
100%_of_technical_report.pdf	Proposed Exhibit C Based on 100% Technical Report	3/14/2019	Backup Material
100%_transportation_-_40%_all_others_of_technical_report.pdf	Proposed Exhibit C Based on 100% Transportation/50% all others Technical Report	3/14/2019	Backup Material
3-8-19_Impact_Fee_Ordinance_memo.docx	3-8-19 Impact Fee Ordinance memo	3/14/2019	Backup Material
Impact_Fee_Scenarios.pdf	Impact Fee Scenarios	3/14/2019	Backup Material
Impact_Fees_Presentation.pptx	Impact Fees Presentation	3/14/2019	Backup Material
Impact_fee_collections.pdf	Impact fee collections	3/15/2019	Backup Material

EIS_Impact_Fee_Increases_-3-14-2019.docx	EIS Impact Fee Increases -3-14-2019	3/15/2019	Backup Material
Revised_100%_transportation_-_40%_all_others_of_technical_report.pdf	Revised 100% Transportation-40% all others of Technical Report	3/25/2019	Backup Material
Impact_Fee_Scenarios_-_Revised.pdf	Impact Fee Scenarios- Revised	3/25/2019	Backup Material
Presentation_-_Revised_(2)_3-25-2019.pdf	Presentation- Revised/Final	3/25/2019	Backup Material

ORDINANCE
NUMBER 2019-

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF CHARLOTTE COUNTY, FLORIDA; AMENDING CHAPTER 3-3.5 *IMPACT FEES* OF THE CODE OF LAWS AND ORDINANCES OF CHARLOTTE COUNTY, FLORIDA; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCORPORATION OF EXHIBITS; AND PROVIDING FOR AN EFFECTIVE DATE.

RECITALS

WHEREAS, the Board of County Commissioners of Charlotte County (the "Board") had previously enacted Chapter 3-3.5, Code of Laws and Ordinances, Charlotte County, Florida, (the "Code") on July 1, 1986, which provided for the initial assessment of impact fees in Charlotte County, Florida; and

WHEREAS, the Board amended the Code on April 17, 2015, under Ordinance No. 2015-014, wherein the Board accepted Impact Fee Technical Reports referenced therein as Exhibits A and B; established a new fee schedule; and adopted other necessary amendments; and

WHEREAS, the Board now wishes to amend Chapter 3-3.5 of the Code to modify the impact fee schedule rate and make other necessary amendments; and

WHEREAS, the Board has noticed, advertised, scheduled and held a public hearing in compliance with Florida Statutes on this proposed Ordinance; and

WHEREAS, the Board finds it to be in the public interest to amend Chapter 3-3.5 of the Code for the purposes expressed herein.

NOW, THEREFORE, BE IT ORDAINED by the Board of County Commissioners of Charlotte County, Florida:

Section 1. Section 3-3.5-2. *Intent and purpose* of Chapter 3-3.5, Code of Laws and Ordinances, Charlotte County, Florida, shall be amended as follows (underlined sections are additions; strikethrough sections are deletions):

Sec. 3-3.5-2. - Intent and purpose.

(a) This chapter is intended to implement and be consistent with the county's comprehensive plan.

(b) This chapter is intended to be consistent with the dual rational nexus test as established by the Florida Supreme Court.

(c) This chapter is intended to require development to contribute its proportionate share of the funds, land, or public facilities necessary to accommodate any impacts having a rational nexus to the proposed development and for which the need is reasonably attributable to the proposed development.~~, within the meaning of F.S. section 380.06(15)(e).~~

(d) The board of county commissioners finds that the reports entitled "Charlotte County Transportation Impact Fee Study Technical Report," dated September 26, 2013, and the "Charlotte County Impact Fee Update Study Technical Report," dated May 14, 2014, (hereinafter known collectively as the "Impact Fee Technical Reports") and attached hereto and incorporated in Ordinance No. 2015-014 as herein as Exhibits A and B respectively prepared for Charlotte County, Florida, set forth a reasonable methodology and analysis for the determination of the impact of new development on the need for and costs for facilities and improvements in Charlotte County and that the impact fees listed herein and in the Impact Fee Technical Reports have been calculated based on the most recent and localized data.

Section 2. Section 3-3.5-3. *Definitions and rules of construction.* of Chapter 3-3.5, Code of Laws and Ordinances, Charlotte County, Florida, shall be amended as follows (underlined sections are additions; strikethrough sections are deletions):

(a) *Definitions.* For the purposes of this chapter, the following words shall have the meanings indicated in this section:

Adequate security shall consist of a submittal that meets the security requirements for construction of post-recording subdivision improvements as set forth in Chapter 3-7 of the Charlotte County Code as amended.

A *capital improvement* includes:

(1) Transportation planning and the right-of-way acquisition, engineering and construction of any project eligible for inclusion as a road project in a construction plan under F.S.

section 339.135, but does not include routine or periodic maintenance as defined in F.S. section 334.03; and

(2) Land acquisition, development of land, construction of facilities, and acquisition of capital equipment for library, public safety, active or passive recreational and park facilities, and general administrative purposes.

~~*The commencement of l*~~*Land development activity* *or development activity* is that activity which requires the issuance of a building permit for a structure that creates an impact.

A *component* of the impact fee is a specific identified unit or portion of the impact fee identified in the Impact Fee Technical Reports and is identified as roads, parks, libraries, sheriff, administration, fire, and emergency medical services, and which represents the proportionate amount of the total impact fee contributable to uses of land.

The *expansion* of the capacity of a road includes any widening, intersection improvement, signalization or other capital improvement designed to increase the road's capacity.

A *feepayer* shall mean the property owner, or duly designated agent of the property owner, who is commencing land development activity covered by this chapter.

The *floor area* of a building is the sum of the gross floor area for each of a building's stories, measured from the exterior units of the faces of the structure. Floor area does not include floor space used for the parking of motor vehicles.

~~The generation of traffic shall include both the production and attraction of traffic.~~

Gross Leasable Area (GLA) is the floor area of a commercial building designed for tenant occupancy and exclusive use, including basements, mezzanines, and upper floors, expressed in square feet as measured from the center line of joint partitions and from outside wall faces.

Impact Fee Schedule shall mean the schedule of fees assessed against Land Development Activity or Development Activity at the rates set forth in Exhibit C attached hereto and incorporated to Ordinance No. 2019-____, and as may be updated by annual adjustments approved by the board of county commissioners.

Land shall have the same meaning as set forth in F.S. section 380.031(7).

Level of service is a qualitative measure used to describe the operational condition of a roadway or intersection. This condition is often denoted through the use of a classification system of "level of service A" through "level of service F."

A *multifamily residence* is a building or portion thereof used as a separate dwelling unit and which contains two (2) or more separate dwelling units.

New lane mile shall mean the continuation of one (1) lane of roadway, one (1) mile in length, which did not exist prior to the improvement's being undertaken.

Road shall have the same meaning as set forth in F.S. section 334.03(22).

Roads necessary to provide direct access to the development shall refer to capital improvements and right-of-way dedications for any road or intersection improvement whose function at the time of its construction is primarily to allow access to the development.

A *single-family residence* is a detached dwelling unit used for single-family residential purposes.

Site-related improvements are capital improvements and right-of-way dedications which do not meet the same needs as the impact fee and which are (a) internal, on-site land or facilities required by local regulations, or (b) off-site land improvements necessary to provide safe and adequate service to the development, or (c) collector and arterial roadways that abut or traverse the development. Site-related improvements include, but are not limited to, the following: (1) site driveways and roads; (2) right and left turn lanes leading to those driveways; (3) traffic control measures for those driveways; (4) frontage roads; and (5) roads necessary to provide direct access to the development.

A *traffic impact statement* or *TIS* is a statement meeting the criteria in section 3.3-5-11.

<u>*Trip generation* is the amount of traffic a proposed development will have on the roadway network once it is built and has started operating. This amount varies by land uses and the Institute of Transportation Engineers (ITE) Manual provides the guidelines for the estimation of these trips for various land uses.</u>

(b) *Rules of construction.*

(1) For the purposes of administration and enforcement of this chapter, unless otherwise stated in this chapter, the following rules of construction shall apply to the text of this chapter.

a. In case of any difference of meaning or implication between the text of this chapter and any caption, illustration, summary table, or illustrative table, the text shall control.

b. The word "shall" is always mandatory and not discretionary; the word "may" is permissive.

c. Words used in the present tense shall include the future; and words used in the singular number shall include the plural, and the plural the singular, unless the context clearly indicates the contrary.

d. The word "feepayer" includes an individual, a person, a corporation, a partnership, an incorporated association, or any other similar entity.

(2) Unless the context clearly indicates the contrary, where a regulation involves two (2) or more items, conditions, provisions, or events connected by the conjunction "and" or "or," the conjunction shall be interpreted as follows:

a. "And" indicates that all the connected terms, conditions, provisions or events shall apply.

b. "Or" indicates that the connected items, conditions, provisions or events may apply singly or in any combination.

(3) The word "includes" shall not limit a term to the specific example but is intended to extend its meaning to all other instances or circumstances of like kind or character.

(4) Where a road right-of-way is used to define district boundaries, it may be considered as part of any district is bounds.

Section 3. Section 3-3.5-5. *Applicability.* of Chapter 3-3.5, Code of Laws and Ordinances, Charlotte County, Florida, shall be amended as follows (underlined sections are additions; strikethrough sections are deletions):

(a) Any person or governmental body who, after the date of adoption of this chapter, shall commence any new land development activity that requires the issuance of a building permit by Charlotte County or any municipality within Charlotte County, shall be required to pay impact fees in the manner and amount set forth in this chapter. All impact fees paid pursuant to this chapter shall run with the land.

(b) Development activity for which building permit applications have been received by the county shall be subject to the impact fee(s) in effect at the time a permit application is received by the county.

(c) Any permit application deemed to have become abandoned per Florida Building Code Sec. 105.3.2 Time limitation of application or Florida Building Code Sec. 105.4 Conditions of the Permit, will result in the re-assessment of impact fees under the schedule in place at the time the permit is re-instated or a new permit is obtained.

(~~c~~d)Impact fees shall be collected in the unincorporated area and in the incorporated areas of Charlotte County for land development activity in accordance with this chapter and the Impact Fee Technical Reports, as amended. The county may enter into an interlocal agreement for the collection of impact fees in the incorporated areas of Charlotte County.

(~~d~~e)County impact fees shall be assessed against land development activity within the City of Punta Gorda in the following way and ~~is listed in~~ the fee schedule referenced within Section 3-3.5-6 of this ordinance:

1. Public buildings	100% of the current adopted county fee
2. Library	100% of the current adopted county fee
3. Fire and emergency medical services	Emergency medical services only
4. Parks	Regional and specialty parks only
5. Law enforcement/correctional facilities	Correctional facilities only
6. Roads	44% of the current adopted county fee

(~~e~~f) County impact fees shall be assessed against land development activity within the limits of the Englewood Fire District in the following way and ~~is listed in~~ the fee schedule referenced within section 3-3.5-6 of this ordinance:

1. Public buildings	100% of the current adopted county fee
2. Library	100% of the current adopted county fee
3. Fire and emergency medical services	Emergency medical services only
4. Parks	100% of the current adopted county fee
5. Law enforcement/correctional facilities	100% of the current adopted county fee
6. Roads	100% of the current adopted county fee

(~~f~~g) County impact fees shall be assessed against land development activity within the limits of the Babcock DRI (development of regional impact) in the following way and ~~is listed in~~ the fee schedule referenced within section 3-3.5-6. of this ordinance:

1. Public buildings	100% of the current adopted county fee
2. Library	100% of the current adopted county fee
3. Fire and emergency medical services	100% of the current adopted county fee
4. Parks	100% of the current adopted county fee
5. Law enforcement/correctional facilities	100% of the current adopted county fee
6. Roads	N/A (Roads are privately maintained)

Section 4. Section 3-3.5-5.1. *Exceptions and exemptions for existing residential and commercial structures.* of Chapter 3-3.5, Code of Laws and Ordinances, Charlotte County, Florida, shall be amended as follows (underlined sections are additions; strikethrough sections are deletions):

(a) Impact fees will not be assessed for replacement structures which match the use, occupancy and square footage (if applicable) of the structure being replaced.

(b) ~~In addition to the criteria in subsection (a), v~~Vacant commercial structures may be re-used without paying an impact fee, if the proposed use is as intensive, or less intensive than the previous use as identified in the Code of Laws and Ordinances, Charlotte County, Florida.

(c) Exemptions from payment of any portion of the impact fees, specifically related to an expansion of an existing nonresidential structure or structures, may be obtained by the feepayer/applicant provided that it can be demonstrated to the county administrator or his designee, following the independent impact analysis technical procedures as stated in section 3-3.5-10 of this chapter, that there will be no net increase in the trip generation to or from the developed site as a result of said expansion in excess of fifty (50) percent of the current trip generation.

Section 5. Sec. 3-3.5-6. *Computation of amount of fees.* of Chapter 3-3.5, Code of Laws and Ordinances, Charlotte County, Florida, shall be amended as follows (underlined sections are additions; strikethrough sections are deletions):

(a) The Impact Fee Schedule is attached hereto and incorporated herein as Exhibit C to this ordinance. The Impact Fee Schedule is based on the information contained in the Impact Fee Technical Reports and calculated at 100%. ~~as identified in Exhibit A and B and adopted by the Board of County Commissioners at 100% of the calculation within the technical reports.~~ A copy of the Impact Fee Schedule is also posted on the Charlotte County website.

(b) At the option of the feepayer, the amount of the fees may be determined by the Impact Fee Schedule ~~attached fee schedule~~, provided the type of land development being commenced is one (1) of those types listed on the Impact Fee Schedule ~~attached schedule~~, or, by an independent impact analysis pursuant to section 3-3.5-10 of this chapter. ~~The impact fees shown on fee schedule below, are based on the Impact Fee Technical Reports. A copy of the impact fees set forth in the fee schedule herein are also posted on the Charlotte County website.~~

(c) The Impact Fee Technical Reports provide for impact fees for public buildings, library's, fire and emergency medical services, law enforcement and correctional facilities, regional, specialty and community parks and transportation. The ~~fee schedule~~ Impact Fee Schedule indicates the amount to be collected in the unincorporated areas of the county, within the limits of the City of Punta Gorda, within the limits of the Englewood Fire District and within the limits of the Babcock DRI (development of regional impact).

(d) If the development includes fractional units, the fee shall be computed to the appropriate fraction. If the development replaces an existing use, the fee that would have been required for the existing use shall be subtracted from the fee otherwise due.

~~**Impact Fee Schedule**~~

~~**CHARLOTTE COUNTY IMPACT FEE SCHEDULE—EFFECTIVE JULY 15, 2015**~~

		Adoption	40%	40%	40%	40%	40%	40%	40%	40%				

		n %:												
ITE LUC	Land Use	Unit	Public Buildings	Library	Fire/EMS		Law Enforcement/Correctional Facilities	Parks and Recreation		Transportation	Total Payable			
					EMS Only	Fire and EMS		Regional/ Specialty	Community and Regional/ Specialty		Unincorporated Charlotte County	City of Punta Gorda *	Englewood Fire District **	Babcock DRI ***
Residential:														
210	Single Family (Detached)	du	$296.00	$64.00	$37.00	$226.00	$197.00	$172.00	$310.00	$2,389.00	$3,482.00	$1,784.00	$3,293.00	$1,093.00
220	Multi-Family (Apartment)	du	$156.00	$34.00	$20.00	$120.00	$104.00	$91.00	$164.00	$1,545.00	$2,123.00	$1,067.00	$2,023.00	$578.00
230	Condo/Town house (Attached Housing Unit)	du	$156.00	$34.00	$20.00	$120.00	$104.00	$91.00	$164.00	$1,350.00	$1,928.00	$981.00	$1,828.00	$578.00
240	Mobile Home	du	$160.00	$35.00	$20.00	$123.00	$107.00	$94.00	$167.00	$2,389.00	$2,981.00	$1,449.00	$2,878.00	$592.00
	Mobile Home Park	du	$160.00	$35.00	$20.00	$123.00	$107.00	$94.00	$167.00	$877.00	$1,469.00	$784.00	$1,366.00	$592.00
253	Congregate Care Facility	du	$173.00	n/a	$22.00	$130.00	$115.00	n/a	n/a	$227.00	$645.00	$390.00	$537.00	$418.00
Lodging:														
310	Hotel	room	$114.00	n/a	$15.00	$83.00	$76.00	$58.00	$105.00	$1,215.00	$1,593.00	$785.00	$1,525.00	$378.00
320	Motel	room	$106.00	n/a	$13.00	$77.00	$71.00	$58.00	$105.00	$860.00	$1,219.00	$614.00	$1,155.00	$359.00
Recreational:														
416	RV Park	site	$104.00	n/a	$13.00	$75.00	$69.00	n/a	n/a	$341.00	$589.00	$324.00	$527.00	$248.00
420	Marina	boat berth	$40.00	n/a	$5.00	$29.00	$26.00	n/a	n/a	$813.00	$908.00	$424.00	$884.00	$95.00

430	Golf Course	hole	$225.00	n/a	$29.00	$162.00	$150.00	n/a	n/a	$9,848.00	$10,385.00	$4,712.00	$10,252.00	$537.00
444	Movie Theater w/Matinee	1,000 sf	$1,245.00	n/a	$158.00	$899.00	$830.00	n/a	n/a	$9,177.00	$12,151.00	$6,130.00	$11,410.00	$2,974.00
492	Health/Fitness Club	1,000 sf	$643.00	n/a	$82.00	$464.00	$429.00	n/a	n/a	$7,320.00	$8,856.00	$4,302.00	$8,474.00	$1,536.00
Institutions:														
520	Elementary School (Private)	student	$12.00	n/a	$2.00	$9.00	$8.00	n/a	n/a	$205.00	$234.00	$111.00	$227.00	$29.00
522	Middle School (Private)	student	$15.00	n/a	$2.00	$11.00	$10.00	n/a	n/a	$286.00	$322.00	$151.00	$313.00	$36.00
530	High School (Private)	student	$17.00	n/a	$2.00	$12.00	$11.00	n/a	n/a	$302.00	$342.00	$161.00	$332.00	$40.00
540	Univ./Jr. College (7,500 or fewer students)(Private)	student	$21.00	n/a	$3.00	$15.00	$14.00	n/a	n/a	$554.00	$604.00	$279.00	$592.00	$50.00
550	Univ./Jr. College (more than 7,500 students)(Private)	student	$15.00	n/a	$2.00	$11.00	$10.00	n/a	n/a	$414.00	$450.00	$207.00	$441.00	$36.00
560	Church	1,000 sf	$106.00	n/a	$13.00	$77.00	$71.00	n/a	n/a	$1,453.00	$1,707.00	$817.00	$1,643.00	$254.00
565	Day Care	1,000 sf	$185.00	n/a	$23.00	$134.00	$124.00	n/a	n/a	$4,658.00	$5,101.00	$2,360.00	$4,990.00	$443.00
610	Hospital	1,000 sf	$285.00	n/a	$36.00	$206.00	$190.00	n/a	n/a	$3,113.00	$3,794.00	$1,848.00	$3,624.00	$681.00
620	Nursing Home	1,000 sf	$358.00	n/a	$45.00	$258.00	$239.00	n/a	n/a	$780.00	$1,635.00	$945.00	$1,422.00	$855.00
Office:														
710	General Office 100,000 sf or less	1,000 sf	$248.00	n/a	$31.00	$179.00	$165.00	n/a	n/a	$2,856.00	$3,448.00	$1,673.00	$3,300.00	$592.00

	General Office 100,001-200,000 sf	1,000 sf	$210.00	n/a	$27.00	$152.00	$140.00	n/a	n/a	$2,418.00	$2,920.00	$1,417.00	$2,795.00	$502.00
	General Office 200,001-400,000 sf	1,000 sf	$177.00	n/a	$22.00	$128.00	$118.00	n/a	n/a	$2,050.00	$2,473.00	$1,199.00	$2,367.00	$423.00
	General Office greater than 400,000 sf	1,000 sf	$160.00	n/a	$20.00	$116.00	$107.00	n/a	n/a	$1,859.00	$2,242.00	$1,087.00	$2,146.00	$383.00
720	Medical Office/Clinic 10,000 sf or less	1,000 sf	$237.00	n/a	$30.00	$171.00	$158.00	n/a	n/a	$3,293.00	$3,859.00	$1,847.00	$3,718.00	$566.00
	Medical Office/Clinic greater than 10,000 sf	1,000 sf	$362.00	n/a	$46.00	$261.00	$242.00	n/a	n/a	$5,023.00	$5,888.00	$2,819.00	$5,673.00	$865.00
							Retail:							
820	Retail 100,000 sfgla or less	1,000 sfgla	$439.00	n/a	$56.00	$317.00	$293.00	n/a	n/a	$4,255.00	$5,304.00	$2,610.00	$5,043.00	$1,049.00
	Retail 100,001-200,000 sfgla	1,000 sfgla	$441.00	n/a	$56.00	$319.00	$294.00	n/a	n/a	$3,793.00	$4,847.00	$2,410.00	$4,584.00	$1,054.00
	Retail 200,001-400,000 sfgla	1,000 sfgla	$487.00	n/a	$62.00	$352.00	$325.00	n/a	n/a	$3,591.00	$4,755.00	$2,399.00	$4,465.00	$1,164.00
	Retail greater than 400,000 sfgla	1,000 sfgla	$508.00	n/a	$64.00	$367.00	$339.00	n/a	n/a	$3,546.00	$4,760.00	$2,414.00	$4,457.00	$1,214.00
841	New/Used Auto Sales	1,000 sf	$306.00	n/a	$39.00	$221.00	$204.00	n/a	n/a	$4,510.00	$5,241.00	$2,499.00	$5,059.00	$731.00
849	Tire Superstore	service bay	$279.00	n/a	$35.00	$201.00	$186.00	n/a	n/a	$5,078.00	$5,744.00	$2,703.00	$5,578.00	$666.00
850	Supermarket	1,000 sf	$427.00	n/a	$54.00	$308.00	$285.00	n/a	n/a	$5,278.00	$6,298.00	$3,040.00	$6,044.00	$1,020.00

851	Convenience Market (24 hour)	1,000 sf	$1,139.00	n/a	$1440.00	$822.00	$759.00	n/a	n/a	$19,058.00	$21,778.00	$10,298.00	$21,100.00	$2,720.00
853	Convenience Market w/Gas Pumps	1,000 sf	$1,214.00	n/a	$1540.00	$876.00	$809.00	n/a	n/a	$13,925.00	$16,824.00	$8,166.00	$16,102.00	$2,899.00
862	Home Improvement Superstore	1,000 sf	$377.00	n/a	$48.00	$272.00	$251.00	n/a	n/a	$2,191.00	$3,091.00	$1,597.00	$2,867.00	$900.00
880/881	Pharmacy/Drug Store with or w/o Drive-Thru	1,000 sf	$408.00	n/a	$52.00	$295.00	$272.00	n/a	n/a	$2,799.00	$3,774.00	$1,917.00	$3,531.00	$975.00
890	Furniture Store	1,000 sf	$48.00	n/a	$6.00	$35.00	$32.00	n/a	n/a	$730.00	$845.00	$402.00	$816.00	$115.00
911	Bank/Savings Walk-In	1,000 sf	$464.00	n/a	$59.00	$335.00	$310.00	n/a	n/a	$6,093.00	$7,202.00	$3,461.00	$6,926.00	$1,109.00
912	Bank/Savings Drive-In	1,000 sf	$475.00	n/a	$60.00	$343.00	$317.00	n/a	n/a	$8,003.00	$9,138.00	$4,319.00	$8,855.00	$1,135.00
931	Quality Restaurant	1,000 sf	$1,420.00	n/a	$180.00	$1,025.00	$947.00	n/a	n/a	$9,912.00	$13,304.00	$6,747.00	$12,459.00	$3,392.00
932	High-Turnover Restaurant	1,000 sf	$1,411.00	n/a	$179.00	$1,019.00	$941.00	n/a	n/a	$11,862.00	$15,233.00	$7,590.00	$14,393.00	$3,371.00
934	Fast Food Restaurant w/Drive-Thru	1,000 sf	$1,853.00	n/a	$235.00	$1,338.00	$1,236.00	n/a	n/a	$26,595.00	$31,022.00	$14,816.00	$29,919.00	$4,427.00
940	Bread/Donut/Bagel Shop w/Drive-Thru	1,000 sf	$1,207.00	n/a	$153.00	$872.00	$805.00	n/a	n/a	$11,900.00	$14,784.00	$7,264.00	$14,065.00	$2,884.00
944/946	Gasoline/Service Station with or w/o Car Wash	fuel pos	$398.00	n/a	$50.00	$287.00	$265.00	n/a	n/a	$2,987.00	$3,937.00	$1,982.00	$3,700.00	$950.00
947	Self-Service Car Wash	service bay	$181.00	n/a	$23.00	$131.00	$121.00	n/a	n/a	$2,865.00	$3,298.00	$1,565.00	$3,190.00	$433.00
n/a	Convenience/Gasoline/Fast Food	1,000 sf	$1,488.00	n/a	$189.00	$1,075.00	$993.00	n/a	n/a	$37,222.00	$40,778.00	$18,879.00	$39,892.00	$3,556.00
Industrial:														

~~110~~	~~General Light Industrial~~	~~1,000 sf~~	~~$144.00~~	~~n/a~~	~~$18.00~~	~~$104.00~~	~~$96.00~~	~~n/a~~	~~n/a~~	~~$1,518.00~~	~~$1,862.00~~	~~$910.00~~	~~$1,776.00~~	~~$344.00~~
~~120~~	~~General Heavy Industrial~~	~~1,000 sf~~	~~$102.00~~	~~n/a~~	~~$13.00~~	~~$74.00~~	~~$68.00~~	~~n/a~~	~~n/a~~	~~$326.00~~	~~$570.00~~	~~$315.00~~	~~$509.00~~	~~$244.00~~
~~140~~	~~Manufacturing~~	~~1,000 sf~~	~~$104.00~~	~~n/a~~	~~$13.00~~	~~$75.00~~	~~$69.00~~	~~n/a~~	~~n/a~~	~~$829.00~~	~~$1,077.00~~	~~$539.00~~	~~$1,015.00~~	~~$248.00~~
~~150~~	~~Warehousing~~	~~1,000 sf~~	~~$58.00~~	~~n/a~~	~~$7.00~~	~~$42.00~~	~~$39.00~~	~~n/a~~	~~n/a~~	~~$771.00~~	~~$910.00~~	~~$437.00~~	~~$875.00~~	~~$139.00~~
~~151~~	~~Mini-Warehouse~~	~~1,000 sf~~	~~$12.00~~	~~n/a~~	~~$2.00~~	~~$9.00~~	~~$8.00~~	~~n/a~~	~~n/a~~	~~$278.00~~	~~$307.00~~	~~$143.00~~	~~$300.00~~	~~$29.00~~

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~~All fees include a 2.46% administrative fee.~~

~~* County fees payable in the City of Punta Gorda are set out in Charlotte County Ordinance Sec. 3-3.5-5.(d) and will be collected by the City of Punta Gorda. Additional fees assessed by the City of Punta Gorda will apply.~~

~~** County fees payable within the limits of the Englewood Fire District are set out in Charlotte County Ordinance Sec. 3-3.5-5.(e). Fire Impact Fees are paid directly to the Englewood Fire District. For more information, please contact them directly on (941) 474-3311 or visit their web site at www.englewood-fire.com. A receipt confirming payment of the Englewood Fire District impact fee will be required as part of your permit application.~~

~~*** County fees payable within the limits of the Babcock DRI are set out in Charlotte County Ordinance Sec. 3-3.5-5.(f). A transportation fee is not assessed within the Babcock area.~~

~~(b)~~(e) If the land development being commenced cannot be classified into a development type identified in the Impact Fee Schedule ~~fee schedule~~, the fee payer may, at his option, request that the county administrator or designee perform an administrative determination of land use classification using the most recent edition of the Institute of Transportation Engineers (ITE) Manual. Upon receipt of a written request for an administrative determination of a land use classification, the county administrator or designee shall determine the most appropriate land use classification using the ITE Manual for the proposed development to which the appropriate Impact Fee Schedule ~~impact fee schedule~~ shall be applied. The county administrator or designee may require drawings, plans, or other materials sufficient to make the necessary determination. If the fee payer does not agree with the county administrator's or designee's determination, the fee payer may, at his option, use the most recent edition of the ~~Institute of Transportation Engineers (ITE)~~ ITE Manual entitled "Trip Generation," and the methodology contained within the Impact Fee Technical Reports, to determine the road impact fee component of the impact fee. The feepayer may also determine the amount of impact fees by use of an independent impact analysis pursuant to section 3-3.5-10 of this chapter.

~~(e)~~(f) If the remaining components of the road impact fee are contested, the feepayer shall address each of the assumptions used in preparing the county impact fee or component thereof, as explained in the Impact Fee Technical Reports attached to Ordinance No. 2015-014. The feepayer shall provide substantial competent evidence of assumptions or calculations used in place of those in the Impact Fee Technical Reports to compute the fee or component thereof.

Section 6. Sec. 3-3.5-7. *Payment of fee.* of Chapter 3-3.5, Code of Laws and Ordinances, Charlotte County, Florida, shall be amended as follows (underlined sections are additions; strikethrough sections are deletions):

(a) The impact fee shall be paid to the county administrator or his designee prior to the final building inspection and issuance of the certificate of occupancy. Impact fees may be paid either in their entirety or in partial payments at any time up to the request for the final building inspection. No such final building inspection shall be made nor any certificate of occupancy be issued until any applicable impact fee has been paid in full. The obligation to pay the impact fee shall run with the land.

(b) Any contribution, payment or construction received and accepted by the county for a developer shall be credited against a component of the impact fee if the contribution, payment or construction meets the same needs as a component of the fee established by this chapter. This shall include but not be limited to any contribution, payment or construction made pursuant to a development of regional impact development order issued by the county or any additional development requirement ~~imposed by the Florida Land and Water Adjudicatory Commission on a development of regional impact pursuant to F.S. Section 380.06, or any other local development approval~~. If the feepayer wishes to receive credit against the amount of the impact fee due for such contribution, payment or construction, the feepayer may enter into a written agreement with the county administrator or his designee providing for payment of fees or receipt of credits in the manner and at the time to be specified in the written agreement.

(c) Any developer who, as a condition of development approval, made a contribution, payment or construction meeting the same needs as a component of the fee established by this chapter not more than one (1) year prior to the effective date of this chapter, may apply for a credit against the applicable impact fees. In order to determine the applicable credit, the developer shall submit a written request for credit to the county administrator in a form as determined by the county administrator. The request shall be reviewed by the county administrator and applicable staff and forwarded with a written recommendation to the board of county commissioners. The board of county commissioners shall by resolution grant or deny the request for relief for the request for credit. In cases where development has occurred prior to the effective date of this chapter, no credit shall be granted unless the developer proposes to pay impact fees on all development including that permitted prior to the effective date of this chapter.

(d) Notwithstanding the foregoing, any developer who believes that he is entitled to credit under this subsection on the basis of contribution, payment or construction satisfying the

general intent and purpose of this subsection, even though not satisfying every technical requirement and not enjoying a favorable written recommendation of the administrator, may petition the board of county commissioners for relief from the strict terms of this subsection. Petitions shall be in writing and state plainly and briefly why the developer is entitled to credit under the general intent and purpose of this chapter and notwithstanding the failure to satisfy procedural or insignificant elements of this section.

(e) Notwithstanding subsection (a), any recreational vehicle park shall pay the fee prior to issuance of site plan approval unless the developer of the recreational vehicle park and the county administrator or his designee agree to enter into a fee agreement to pay the impact fee at a time later than site plan approval, but in no case later than the issuance of electrical permits for the developer.

(f) Credit shall be given only for site-related improvements deeded to and accepted by the county meeting the same needs as a component of the fee established by this chapter.

(g) Credit may be given for road right-of-way that is deeded to the county and is additional to that which is required on site. The value of the right-of-way shall be determined at the time the right-of-way is accepted by the board of county commissioners. The only right-of-way which will be eligible for credit will be that which is being deeded for use in conjunction with a collector or arterial road.

(h) Any road right-of-way or land required to be deeded to the county as a condition of development approval shall be deeded no later than the time at which impact fees are required to be paid under this section. The portion of the fee represented by a credit for construction shall be deemed paid when the construction is completed and accepted by the county for maintenance or when adequate security for the completion of the construction has been provided.

(i) The value of land dedicated or facilities constructed by a developer and accepted by the county shall be determined, at the option of the feepayer, on the basis of the current county property appraiser's assessment multiplied by a factor of 1.15, or on the basis of an appraisal prepared by an appraiser adhering to the standards for professional practices and code of professional ethics of the Society of Real Estate Appraisers or the American Institute of Real Estate Appraisers.

Section 7. Sec. 3-3.5-7.11. *Traffic impact statement (TIS).* of Chapter 3-3.5, Code of Laws and Ordinances, Charlotte County, Florida, shall be amended as follows (underlined sections are additions; strikethrough sections are deletions):

(a) The traffic impact statement shall project to what extent the roads serving or expected to serve the proposed project will meet the level of service requirements of the county's comprehensive plan. The projection shall consider a ~~planning horizon through the year 2025~~ minimum of a ten year planning horizon.

(b) In determining the effects of a proposed project on the level of service the TIS shall consider the following:

(1) Traffic characteristics and levels of service of existing major thoroughfares directly affected by the proposed project;

(2) Trip generation and origin-destination projections for the proposed project;

(3) Impacts of the proposed project on affected major thoroughfares including anticipated changes in the level of service;

(4) Impacts of previously approved projects affecting the same major thoroughfares as the proposed project;

(5) Radius of development influence;

(6) Effects of phasing of the proposed development, including relationships to any thoroughfare plans and capital improvements program of the county and to the five-year work program of the Florida Department of Transportation;

(7) Effects of roadway alterations to be made as part of the proposed project, including intersection improvements, turn lanes, signalization, median and other improvements;

(8) Impacts of increased through traffic movement and traffic from potential developments permitted and traffic from potential developments contemplated under the comprehensive plan.

(c) The TIS shall address each of the policies of transportation element of the Charlotte County comprehensive plan.

(d) The following methods of evaluation and standards shall be used in preparing the TIS unless the county administrator or his designee finds that, because of circumstances unique to the proposed development and roadway system servicing the proposed development, other methods or standards provide a more accurate means to evaluate the status of the major thoroughfares affected by the proposed project:

(1) Total traffic generated by the project shall be computed using the rates published in the latest edition of the Institute of Transportation Engineers (ITE) Trip Generation and Informational Report unless documentation is supplied justifying the use of different rates. Where ITE rates are not available, the feepayer may conduct a count study to determine the actual trip generation rates for similar uses in Charlotte County utilizing the trip generation rate methodology approved by the Institute of Transportation Engineers.

(2) Traffic assignments shall be made for each link within the project's radius of development influence in conformance with good traffic engineering principles. Average daily trips shall be based on data for travel during the first quarter of the calendar year.

(3) The TIS shall use an analysis of peak-hour intersection capacities to determine whether the standard is met. The analysis shall contain detailed intersection analyses (including calculations) for all intersections within the radius of development influence. Where detailed intersection capacity analysis is provided, the most recent edition of the Highway Capacity Manual shall be referenced and used as documentation. When or if new editions become available, such new editions shall be referenced.

(4) The county administrator or his designee may require that both a lane analysis and the intersection analysis be provided if he has reason to believe that at one (1) or more affected intersections the sum of peak-hour critical lane volumes is expected to exceed one thousand two hundred (1,200) vehicles per hour.

(5) The TIS shall cover the radius of development influence of a proposed development, which shall include an area of five (5) road miles from the perimeter of the development, but excluding roads on which traffic assignments from the proposed project do not exceed the following:

Design Type	Average Daily Trips During First Calendar Quarter
2-lane (two-way)	590
4-lane (undivided)	1,020
4-lane (divided)	1,395
6-lane (divided)	2,135
8-lane (divided)	2,760
4-lane expressway	2,280
6-lane expressway	3,420
8-lane expressway	4,560

The project's radius of development influence shall be measured as road miles from the proposed project, not as a geometric radius. Where the radius of the development influence crosses a county or municipal boundary of an adjoining governmental body, the TIS shall include applicable information from that governmental body, if available, as would be required as if the study were being conducted totally within the boundaries of the unincorporated area of the county. Beyond the five-mile perimeter, all roads must be included which are projected to have five (5) percent of the "Level of Service C" capacity (as defined by the most recent edition of the Highway Capacity Manual) utilized by traffic from the proposed project.

(6) Background traffic shall be taken into account as follows:

a. The effect of previously approved but incomplete projects that may eventually affect the major thoroughfares within the radius of development influence of the proposed project shall be addressed in the TIS as provided herein.

b. Phasing of previously approved projects may be considered in the analysis of background traffic.

(7) Future traffic shall be taken into account as follows:

a. The effects of increased through traffic and increases in traffic associated with the development of lands suitable for development but not yet planned should be

estimated. Estimates should be developed for a period through ~~the year 2025~~ten years for through movements and for total buildout of potential developments.

b. The then current land use element of the comprehensive plan, in conjunction with the then current zoning regulations, shall be utilized to estimate the traffic impact from potential developments affecting the radius of development influence.

c. The estimated projected future traffic of potential development not yet permitted but allowable under the comprehensive plan shall be required for informational purposes, but shall not be used to require the subject development to provide traffic improvements for the planning period through ~~the year 2025~~ ten years except to the extent of its proportionate fair share.

(8) The TIS may take into account roads and road improvements not yet constructed only if all funds for such roads and road improvements have already been specifically appropriated by the board of county commissioners or the legislature of the State of Florida for the particular road or road improvements.

(9) The TIS shall be prepared and sealed by a professional engineer, licensed to practice engineering in the State of Florida, specializing in civil engineering with experience in traffic engineering or any other equivalent combination of experience and training acceptable by the county administrator or his designee.

(10) Studies and analyses required by this section shall be subject to review of methodology and technical accuracy by the county administrator or his designee.

Section 8. Sec. 3-3.5-13. *Automatic update of fee schedule*. of Chapter 3-3.5, Code of Laws and Ordinances, Charlotte County, Florida, shall be amended as follows (underlined sections are additions; strikethrough sections are deletions):

(a) The ~~impact fee schedule~~ Impact Fee Schedule ~~shown in section 3-3.5-6 above,~~ ~~shall~~ may ~~remain in effect for two (2) years, and shall~~ be adjusted annually by the county administrator after consulting with the board of county commissioners in July of each calendar year ~~beginning in July, 2017~~. Unless otherwise directed by the board of county commissioners, any annual adjustments to the Impact Fee Schedule ~~impact fee schedule~~ that result in the impact fees remaining the same or decreasing shall become effective on ~~July 1~~ August 1 of that calendar year. Any annual adjustments to the Impact Fee Schedule ~~impact fee schedule~~ that result in the impact fees increasing shall become effective on ~~October~~ November 1 of that calendar year, or ninety days after notice of the increase, whichever occurs later. All adjustments to the impact fees shall be based on the methodology described in Section VII of the "Charlotte County Impact Fee Update Study Technical Report" dated May 14, 2014.

(b) The adjusted fee shall be equal to:

(1) The percentage change in the Construction Cost Index, published by McGraw-Hill, between January of the prior year and January of the current year multiplied by 0.667; plus

(2) The percentage change in the average just value per parcel for vacant residential land within Charlotte County, as reported by the Charlotte County Property Appraiser, between January of the prior year and January of the current year multiplied by 0.333.

(c) For the purpose of this section the initial index to be referenced is January of the last year when the impact fees were updated with cost or demographic data.

(d) If the Construction Cost Index is changed so that the base year is different, the index shall be converted in accordance with the conversion factor published by McGraw-Hill.

(e) If the Construction Cost Index is discontinued or revised to make it unusable, the Consumer's Price Index, published by the Bureau of Labor Statistics or such other index or computation shall be used in order to obtain substantially the same result as would be obtained if the Construction Cost Index had not been discontinued or revised.

Section 10. Severability. If any provision of this Ordinance or the application thereof to any person or circumstance is held invalid, the invalidity shall not affect other provisions or applications of this Ordinance which can be given effect without the invalid provision or applications. To this end, the provisions of this Ordinance are declared severable.

Section 11. Incorporation of Exhibits. All Exhibits attached hereto are hereby incorporated into, and specifically made a part of, this Ordinance.

Section 12. Effective Date. Pursuant to Section 163.31801, Florida Statutes, this Ordinance shall become effective immediately. A certified copy of this Ordinance shall be filed with the Department of State of the State of Florida within 10 days of enactment by the Board.

PASSED AND DULY ADOPTED this 26th day of March, 2019.

BOARD OF COUNTY COMMISSIONERS
OF CHARLOTTE COUNTY, FLORIDA

By:_____
Kenneth W. Doherty, Chairman

ATTEST:
Roger D. Eaton, Clerk of the
Circuit Court and Ex-officio
Clerk of the Board of County
Commissioners

By:_____
Deputy Clerk

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY:

By:_____
Janette S. Knowlton, County Attorney
LR 19-0232

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ITE LUC	Land Use	Unit	Public Buildings	Library	Fire/EMS		Law Enforcement/ Correctional Facilities	Parks & Recreation		Transportation	Total Payable			
					EMS Only	Fire and EMS		Regional/Specialty	Community & Regional/Specialty		Unincorporated Charlotte	City of Punta Gorda*	Englewood Fire District**	Babcock DRI***
	Adoption %:		50%	50%	50%	50%	50%	50%	50%	50%				
	RESIDENTIAL:													
210	Single Family (Detached)	du	$370	$80	$47	$282	$246	$215	$388	$2,987	**$4,353**	**$2,230**	**$4,118**	**$1,366**
220	Multi-Family (Apartment)	du	$195	$42	$25	$150	$130	$114	$206	$1,931	**$2,654**	**$1,334**	**$2,529**	**$723**
230	Condo/Townhouse (Attached Housing Unit)	du	$195	$42	$25	$150	$130	$114	$206	$1,687	**$2,410**	**$1,226**	**$2,285**	**$723**
240	Mobile Home	du	$200	$43	$25	$154	$134	$117	$209	$2,987	**$3,727**	**$1,811**	**$3,598**	**$740**
	Mobile Home Park	du	$200	$43	$25	$154	$134	$117	$209	$1,096	**$1,836**	**$978**	**$1,707**	**$740**
253	Congregate Care Facility	du	$216	n/a	$27	$162	$144	n/a	n/a	$283	**$805**	**$487**	**$670**	**$522**
	LODGING:													
310	Hotel	room	$143	n/a	$18	$103	$95	$73	$131	$1,518	**$1,990**	**$981**	**$1,905**	**$472**
320	Motel	room	$133	n/a	$17	$96	$89	$73	$131	$1,075	**$1,524**	**$770**	**$1,445**	**$449**
	RECREATIONAL:													
416	RV Park	site	$130	n/a	$16	$94	$87	n/a	n/a	$426	**$737**	**$406**	**$659**	**$311**
420	Marina	boat berth	$49	n/a	$6	$36	$33	n/a	n/a	$1,016	**$1,134**	**$529**	**$1,104**	**$118**
430	Golf Course	hole	$281	n/a	$36	$203	$187	n/a	n/a	$12,311	**$12,982**	**$5,889**	**$12,815**	**$671**
444	Movie Theater w/Matinee	1,000 sf	$1,556	n/a	$197	$1,123	$1,038	n/a	n/a	$11,471	**$15,188**	**$7,662**	**$14,262**	**$3,717**
492	Health/Fitness Club	1,000 sf	$804	n/a	$102	$580	$536	n/a	n/a	$9,150	**$11,070**	**$5,377**	**$10,592**	**$1,920**
	INSTITUTIONS:													
520	Elementary School (Private)	student	$16	n/a	$2	$11	$10	n/a	n/a	$256	**$293**	**$139**	**$284**	**$37**
522	Middle School (Private)	student	$18	n/a	$2	$13	$12	n/a	n/a	$358	**$401**	**$187**	**$390**	**$43**
530	High School (Private)	student	$21	n/a	$3	$15	$14	n/a	n/a	$377	**$427**	**$202**	**$415**	**$50**
540	Univ./Jr. College (7,500 or fewer students)(Private)	student	$26	n/a	$3	$19	$17	n/a	n/a	$693	**$755**	**$348**	**$739**	**$62**
550	Univ./Jr. College (more than 7,500 students)(Private)	student	$18	n/a	$2	$13	$12	n/a	n/a	$517	**$560**	**$257**	**$549**	**$43**
560	Church	1,000 sf	$133	n/a	$17	$96	$89	n/a	n/a	$1,816	**$2,134**	**$1,023**	**$2,055**	**$318**
565	Day Care	1,000 sf	$232	n/a	$29	$167	$154	n/a	n/a	$5,823	**$6,376**	**$2,951**	**$6,238**	**$553**
610	Hospital	1,000 sf	$356	n/a	$45	$257	$238	n/a	n/a	$3,891	**$4,742**	**$2,311**	**$4,530**	**$851**
620	Nursing Home	1,000 sf	$448	n/a	$57	$323	$298	n/a	n/a	$975	**$2,044**	**$1,181**	**$1,778**	**$1,069**
	OFFICE:													
710	General Office 100,000 sf or less	1,000 sf	$310	n/a	$39	$224	$207	n/a	n/a	$3,570	**$4,311**	**$2,092**	**$4,126**	**$741**
	General Office 100,001-200,000 sf	1,000 sf	$263	n/a	$33	$190	$175	n/a	n/a	$3,023	**$3,651**	**$1,771**	**$3,494**	**$628**
	General Office 200,001-400,000 sf	1,000 sf	$221	n/a	$28	$160	$148	n/a	n/a	$2,563	**$3,092**	**$1,500**	**$2,960**	**$529**
	General Office greater than 400,000 sf	1,000 sf	$200	n/a	$25	$145	$134	n/a	n/a	$2,323	**$2,802**	**$1,358**	**$2,682**	**$479**
720	Medical Office/Clinic 10,000 sf or less	1,000 sf	$297	n/a	$38	$214	$198	n/a	n/a	$4,117	**$4,826**	**$2,311**	**$4,650**	**$709**
	Medical Office/Clinic greater than 10,000 sf	1,000 sf	$453	n/a	$57	$327	$302	n/a	n/a	$6,278	**$7,360**	**$3,523**	**$7,090**	**$1,082**
	RETAIL:													
820	Retail 100,000 sfgla or less	1,000 sfgla	$549	n/a	$70	$396	$366	n/a	n/a	$5,319	**$6,630**	**$3,263**	**$6,304**	**$1,311**
	Retail 100,001-200,000 sfgla	1,000 sfgla	$552	n/a	$70	$398	$368	n/a	n/a	$4,742	**$6,060**	**$3,014**	**$5,732**	**$1,318**
	Retail 200,001-400,000 sfgla	1,000 sfgla	$609	n/a	$77	$440	$406	n/a	n/a	$4,489	**$5,944**	**$2,998**	**$5,581**	**$1,455**
	Retail greater than 400,000 sfgla	1,000 sfgla	$635	n/a	$81	$458	$423	n/a	n/a	$4,433	**$5,949**	**$3,018**	**$5,572**	**$1,516**
841	New/Used Auto Sales	1,000 sf	$383	n/a	$48	$276	$255	n/a	n/a	$5,637	**$6,551**	**$3,123**	**$6,323**	**$914**
849	Tire Superstore	service bay	$349	n/a	$44	$252	$233	n/a	n/a	$6,348	**$7,182**	**$3,380**	**$6,974**	**$834**
850	**Supermarket**	1,000 sf	$533	n/a	$68	$385	$356	n/a	n/a	$6,597	**$7,871**	**$3,799**	**$7,554**	**$1,274**
851	Convenience Market (24 hour)	1,000 sf	$1,423	n/a	$180	$1,028	$949	n/a	n/a	$23,823	**$27,223**	**$12,873**	**$26,375**	**$3,400**
853	Convenience Market w/Gas Pumps	1,000 sf	$1,517	n/a	$192	$1,095	$1,012	n/a	n/a	$17,406	**$21,030**	**$10,208**	**$20,127**	**$3,624**
862	Home Improvement Superstore	1,000 sf	$471	n/a	$60	$340	$314	n/a	n/a	$2,739	**$3,864**	**$1,997**	**$3,584**	**$1,125**
880/881	Pharmacy/Drug Store with or w/o Drive-Thru	1,000 sf	$510	n/a	$65	$368	$340	n/a	n/a	$3,498	**$4,716**	**$2,396**	**$4,413**	**$1,218**
890	Furniture Store	1,000 sf	$60	n/a	$8	$43	$40	n/a	n/a	$912	**$1,055**	**$502**	**$1,020**	**$143**
911	Bank/Savings Walk-In	1,000 sf	$580	n/a	$74	$419	$387	n/a	n/a	$7,616	**$9,002**	**$4,326**	**$8,657**	**$1,386**
912	Bank/Savings Drive-In	1,000 sf	$593	n/a	$75	$428	$396	n/a	n/a	$10,003	**$11,420**	**$5,398**	**$11,067**	**$1,417**
931	Quality Restaurant	1,000 sf	$1,775	n/a	$225	$1,281	$1,184	n/a	n/a	$12,390	**$16,630**	**$8,434**	**$15,574**	**$4,240**
932	**High-Turnover Restaurant**	1,000 sf	$1,764	n/a	$224	$1,274	$1,177	n/a	n/a	$14,827	**$19,042**	**$9,489**	**$17,992**	**$4,215**
934	Fast Food Restaurant w/Drive-Thru	1,000 sf	$2,316	n/a	$294	$1,672	$1,545	n/a	n/a	$33,243	**$38,776**	**$18,519**	**$37,398**	**$5,533**
940	Bread/Donut/Bagel Shop w/Drive-Thru	1,000 sf	$1,509	n/a	$191	$1,090	$1,007	n/a	n/a	$14,875	**$18,481**	**$9,081**	**$17,582**	**$3,606**
944/946	**Gasoline/Service Station with or w/o Car Wash**	fuel pos.	$497	n/a	$63	$359	$331	n/a	n/a	$3,734	**$4,921**	**$2,478**	**$4,625**	**$1,187**
947	Self-Service Car Wash	service bay	$226	n/a	$29	$163	$151	n/a	n/a	$3,581	**$4,121**	**$1,956**	**$3,987**	**$540**
n/a	Convenience/Gasoline/Fast Food	1,000 sf	$1,861	n/a	$236	$1,343	$1,241	n/a	n/a	$46,528	**$50,973**	**$23,599**	**$49,866**	**$4,445**
	INDUSTRIAL:													
110	General Light Industrial	1,000 sf	$180	n/a	$23	$130	$120	n/a	n/a	$1,898	**$2,328**	**$1,138**	**$2,221**	**$430**
120	General Heavy Industrial	1,000 sf	$128	n/a	$16	$92	$85	n/a	n/a	$407	**$712**	**$394**	**$636**	**$305**
140	Manufacturing	1,000 sf	$130	n/a	$16	$94	$87	n/a	n/a	$1,036	**$1,347**	**$674**	**$1,269**	**$311**
150	Warehousing	1,000 sf	$73	n/a	$9	$53	$49	n/a	n/a	$964	**$1,139**	**$547**	**$1,095**	**$175**
151	Mini-Warehouse	1,000 sf	$16	n/a	$2	$11	$10	n/a	n/a	$348	**$385**	**$179**	**$376**	**$37**

All fees include a 2.46% administrative fee

* County fees payable in the City of Punta Gorda are set out in Charlotte County Ordinance Sec.3-3.5-5(d) and will be collected by the City of Punta Gorda. Additional fees assessed by the City of Punta Gorda will apply

** County fees payable within the limits of the Englewood Fire Districtare set out in Charlotte County Ordinance Sec. 3-3.5-5(e). Fire impact fees are paid directly to the Englewood Fire District. For more information, please contact them directly on 941.474.3311 or visit thier website at www.englewood-fire.com. A receipt confirming payment of the Englewood Fire District impact fee will be required as part of your permit application.

***County fees payable within the limits of Babcock Ranch are set out in Charlotte County Ordinance Sec.3-3.5-5(f). Transportation fees are not assessed within Babcock Ranch.

ITE LUC	Land Use	Unit	Public Buildings	Library	Fire/EMS		Law Enforcement/ Correctional Facilities	Parks & Recreation		Transportation	Total Payable			
					EMS Only	Fire and EMS		Regional/Specialty	Community & Regional/Specialty		Unincorporated Charlotte	City of Punta Gorda*	Englewood Fire District**	Babcock DRI***
	Adoption %:		60%	60%	60%	60%	60%	60%	60%	60%				
	RESIDENTIAL:													
210	Single Family (Detached)	du	$443	$96	$56	$339	$296	$257	$465	$3,584	**$5,223**	**$2,675**	**$4,940**	**$1,639**
220	Multi-Family (Apartment)	du	$234	$51	$30	$180	$156	$136	$247	$2,317	**$3,185**	**$1,600**	**$3,035**	**$868**
230	Condo/Townhouse (Attached Housing Unit)	du	$234	$51	$30	$180	$156	$136	$247	$2,024	**$2,892**	**$1,471**	**$2,742**	**$868**
240	Mobile Home	du	$240	$52	$30	$185	$160	$140	$251	$3,584	**$4,472**	**$2,172**	**$4,317**	**$888**
	Mobile Home Park	du	$240	$52	$30	$185	$160	$140	$251	$1,316	**$2,204**	**$1,174**	**$2,049**	**$888**
253	Congregate Care Facility	du	$259	n/a	$33	$195	$173	n/a	n/a	$340	**$967**	**$585**	**$805**	**$627**
	LODGING:													
310	Hotel	room	$172	n/a	$22	$124	$115	$88	$158	$1,822	**$2,391**	**$1,179**	**$2,289**	**$569**
320	Motel	room	$159	n/a	$20	$115	$106	$88	$158	$1,290	**$1,828**	**$923**	**$1,733**	**$538**
	RECREATIONAL:													
416	RV Park	site	$156	n/a	$20	$113	$104	n/a	n/a	$511	**$884**	**$487**	**$791**	**$373**
420	Marina	boat berth	$59	n/a	$8	$43	$40	n/a	n/a	$1,220	**$1,362**	**$637**	**$1,327**	**$142**
430	Golf Course	hole	$337	n/a	$43	$243	$225	n/a	n/a	$14,773	**$15,578**	**$7,067**	**$15,378**	**$805**
444	Movie Theater w/Matinee	1,000 sf	$1,867	n/a	$237	$1,348	$1,245	n/a	n/a	$13,765	**$18,225**	**$9,194**	**$17,114**	**$4,460**
492	Health/Fitness Club	1,000 sf	$965	n/a	$122	$697	$643	n/a	n/a	$10,980	**$13,285**	**$6,452**	**$12,710**	**$2,305**
	INSTITUTIONS:													
520	Elementary School (Private)	student	$19	n/a	$2	$14	$12	n/a	n/a	$307	**$352**	**$166**	**$340**	**$45**
522	Middle School (Private)	student	$22	n/a	$3	$16	$15	n/a	n/a	$430	**$483**	**$227**	**$470**	**$53**
530	High School (Private)	student	$25	n/a	$3	$18	$17	n/a	n/a	$452	**$512**	**$241**	**$497**	**$60**
540	Univ./Jr. College (7,500 or fewer students)(Private)	student	$31	n/a	$4	$23	$21	n/a	n/a	$831	**$906**	**$418**	**$887**	**$75**
550	Univ./Jr. College (more than 7,500 students)(Private)	student	$22	n/a	$3	$16	$15	n/a	n/a	$620	**$673**	**$310**	**$660**	**$53**
560	Church	1,000 sf	$159	n/a	$20	$115	$106	n/a	n/a	$2,179	**$2,559**	**$1,226**	**$2,464**	**$380**
565	Day Care	1,000 sf	$278	n/a	$35	$201	$185	n/a	n/a	$6,987	**$7,651**	**$3,541**	**$7,485**	**$664**
610	Hospital	1,000 sf	$428	n/a	$54	$309	$285	n/a	n/a	$4,670	**$5,692**	**$2,773**	**$5,437**	**$1,022**
620	Nursing Home	1,000 sf	$537	n/a	$68	$388	$358	n/a	n/a	$1,170	**$2,453**	**$1,417**	**$2,133**	**$1,283**
	OFFICE:													
710	General Office 100,000 sf or less	1,000 sf	$372	n/a	$47	$268	$248	n/a	n/a	$4,284	**$5,172**	**$2,510**	**$4,951**	**$888**
	General Office 100,001-200,000 sf	1,000 sf	$315	n/a	$40	$228	$210	n/a	n/a	$3,628	**$4,381**	**$2,126**	**$4,193**	**$753**
	General Office 200,001-400,000 sf	1,000 sf	$265	n/a	$34	$192	$177	n/a	n/a	$3,075	**$3,709**	**$1,799**	**$3,551**	**$634**
	General Office greater than 400,000 sf	1,000 sf	$240	n/a	$30	$174	$160	n/a	n/a	$2,788	**$3,362**	**$1,630**	**$3,218**	**$574**
720	Medical Office/Clinic 10,000 sf or less	1,000 sf	$356	n/a	$45	$257	$237	n/a	n/a	$4,940	**$5,790**	**$2,771**	**$5,578**	**$850**
	Medical Office/Clinic greater than 10,000 sf	1,000 sf	$543	n/a	$69	$392	$362	n/a	n/a	$7,534	**$8,831**	**$4,227**	**$8,508**	**$1,297**
	RETAIL:													
820	Retail 100,000 sfgla or less	1,000 sfgla	$659	n/a	$84	$476	$439	n/a	n/a	$6,383	**$7,957**	**$3,916**	**$7,565**	**$1,574**
	Retail 100,001-200,000 sfgla	1,000 sfgla	$662	n/a	$84	$478	$441	n/a	n/a	$5,690	**$7,271**	**$3,616**	**$6,877**	**$1,581**
	Retail 200,001-400,000 sfgla	1,000 sfgla	$731	n/a	$93	$528	$487	n/a	n/a	$5,387	**$7,133**	**$3,598**	**$6,698**	**$1,746**
	Retail greater than 400,000 sfgla	1,000 sfgla	$762	n/a	$97	$550	$508	n/a	n/a	$5,320	**$7,140**	**$3,621**	**$6,687**	**$1,820**
841	New/Used Auto Sales	1,000 sf	$459	n/a	$58	$331	$306	n/a	n/a	$6,765	**$7,861**	**$3,748**	**$7,588**	**$1,096**
849	Tire Superstore	service bay	$418	n/a	$53	$302	$279	n/a	n/a	$7,617	**$8,616**	**$4,054**	**$8,367**	**$999**
850	**Supermarket**	1,000 sf	$640	n/a	$81	$462	$427	n/a	n/a	$7,917	**$9,446**	**$4,559**	**$9,065**	**$1,529**
851	Convenience Market (24 hour)	1,000 sf	$1,708	n/a	$217	$1,233	$1,139	n/a	n/a	$28,588	**$32,668**	**$15,449**	**$31,652**	**$4,080**
853	Convenience Market w/Gas Pumps	1,000 sf	$1,820	n/a	$231	$1,314	$1,214	n/a	n/a	$20,888	**$25,236**	**$12,249**	**$24,153**	**$4,348**
862	Home Improvement Superstore	1,000 sf	$565	n/a	$72	$408	$377	n/a	n/a	$3,287	**$4,637**	**$2,396**	**$4,301**	**$1,350**
880/881	Pharmacy/Drug Store with or w/o Drive-Thru	1,000 sf	$612	n/a	$78	$442	$408	n/a	n/a	$4,198	**$5,660**	**$2,876**	**$5,296**	**$1,462**
890	Furniture Store	1,000 sf	$72	n/a	$9	$52	$48	n/a	n/a	$1,094	**$1,266**	**$602**	**$1,223**	**$172**
911	Bank/Savings Walk-In	1,000 sf	$696	n/a	$88	$503	$464	n/a	n/a	$9,139	**$10,802**	**$5,190**	**$10,387**	**$1,663**
912	Bank/Savings Drive-In	1,000 sf	$712	n/a	$90	$514	$475	n/a	n/a	$12,004	**$13,705**	**$6,478**	**$13,281**	**$1,701**
931	Quality Restaurant	1,000 sf	$2,130	n/a	$270	$1,537	$1,420	n/a	n/a	$14,869	**$19,956**	**$10,121**	**$18,689**	**$5,087**
932	**High-Turnover Restaurant**	1,000 sf	$2,117	n/a	$268	$1,528	$1,412	n/a	n/a	$17,793	**$22,850**	**$11,386**	**$21,590**	**$5,057**
934	Fast Food Restaurant w/Drive-Thru	1,000 sf	$2,779	n/a	$352	$2,006	$1,853	n/a	n/a	$39,892	**$46,530**	**$22,221**	**$44,876**	**$6,638**
940	Bread/Donut/Bagel Shop w/Drive-Thru	1,000 sf	$1,811	n/a	$230	$1,307	$1,208	n/a	n/a	$17,850	**$22,176**	**$10,898**	**$21,099**	**$4,326**
944/946	**Gasoline/Service Station with or w/o Car Wash**	fuel pos.	$596	n/a	$76	$431	$398	n/a	n/a	$4,480	**$5,905**	**$2,974**	**$5,550**	**$1,425**
947	Self-Service Car Wash	service bay	$272	n/a	$34	$196	$181	n/a	n/a	$4,297	**$4,946**	**$2,347**	**$4,784**	**$649**
n/a	Convenience/Gasoline/Fast Food	1,000 sf	$2,233	n/a	$283	$1,612	$1,489	n/a	n/a	$55,834	**$61,168**	**$28,319**	**$59,839**	**$5,334**
	INDUSTRIAL:													
110	General Light Industrial	1,000 sf	$215	n/a	$27	$156	$144	n/a	n/a	$2,277	**$2,792**	**$1,363**	**$2,663**	**$515**
120	General Heavy Industrial	1,000 sf	$153	n/a	$19	$110	$102	n/a	n/a	$489	**$854**	**$472**	**$763**	**$365**
140	Manufacturing	1,000 sf	$156	n/a	$20	$113	$104	n/a	n/a	$1,243	**$1,616**	**$809**	**$1,523**	**$373**
150	Warehousing	1,000 sf	$87	n/a	$11	$63	$58	n/a	n/a	$1,157	**$1,365**	**$655**	**$1,313**	**$208**
151	Mini-Warehouse	1,000 sf	$19	n/a	$2	$14	$12	n/a	n/a	$417	**$462**	**$214**	**$450**	**$45**

All fees include a 2.46% administrative fee

* County fees payable in the City of Punta Gorda are set out in Charlotte County Ordinance Sec.3-3.5-5(d) and will be collected by the City of Punta Gorda. Additional fees assessed by the City of Punta Gorda will apply

** County fees payable within the limits of the Englewood Fire Districtare set out in Charlotte County Ordinance Sec. 3-3.5-5(e). Fire impact fees are paid directly to the Englewood Fire District. For more information, please contact them directly on 941.474.3311 or visit thier website at www.englewood-fire.com. A receipt confirming payment of the Englewood Fire District impact fee will be required as part of your permit application.

***County fees payable within the limits of Babcock Ranch are set out in Charlotte County Ordinance Sec.3-3.5-5(f). Transportation fees are not assessed within Babcock Ranch.

ITE LUC	Land Use	Unit	Public Buildings	Library	Fire/EMS		Law Enforcement/ Correctional Facilities	Parks & Recreation		Transportation	Total Payable			
					EMS Only	Fire and EMS		Regional/Specialty	Community & Regional/Specialty		Unincorporated Charlotte	City of Punta Gorda*	Englewood Fire District**	Babcock DRI***
	Adoption %:		70%	70%	70%	70%	70%	70%	70%	70%				
	RESIDENTIAL:													
210	Single Family (Detached)	du	$517	$111	$66	$395	$345	$300	$543	$4,181	**$6,092**	**$3,120**	**$5,763**	**$1,911**
220	Multi-Family (Apartment)	du	$273	$59	$35	$210	$182	$159	$288	$2,703	**$3,715**	**$1,866**	**$3,540**	**$1,012**
230	Condo/Townhouse (Attached Housing Unit)	du	$273	$59	$35	$210	$182	$159	$288	$2,362	**$3,374**	**$1,716**	**$3,199**	**$1,012**
240	Mobile Home	du	$281	$61	$36	$216	$187	$164	$292	$4,181	**$5,218**	**$2,537**	**$5,038**	**$1,037**
	Mobile Home Park	du	$281	$61	$36	$216	$187	$164	$292	$1,535	**$2,572**	**$1,373**	**$2,392**	**$1,037**
253	Congregate Care Facility	du	$302	n/a	$38	$227	$202	n/a	n/a	$397	**$1,128**	**$682**	**$939**	**$731**
	LODGING:													
310	Hotel	room	$200	n/a	$25	$145	$134	$102	$184	$2,126	**$2,789**	**$1,374**	**$2,669**	**$663**
320	Motel	room	$186	n/a	$24	$134	$124	$102	$184	$1,505	**$2,133**	**$1,077**	**$2,023**	**$628**
	RECREATIONAL:													
416	RV Park	site	$182	n/a	$23	$132	$121	n/a	n/a	$597	**$1,032**	**$568**	**$923**	**$435**
420	Marina	boat berth	$69	n/a	$9	$50	$46	n/a	n/a	$1,423	**$1,588**	**$742**	**$1,547**	**$165**
430	Golf Course	hole	$393	n/a	$50	$284	$262	n/a	n/a	$17,235	**$18,174**	**$8,244**	**$17,940**	**$939**
444	Movie Theater w/Matinee	1,000 sf	$2,179	n/a	$276	$1,573	$1,453	n/a	n/a	$16,059	**$21,264**	**$10,727**	**$19,967**	**$5,205**
492	Health/Fitness Club	1,000 sf	$1,126	n/a	$143	$813	$751	n/a	n/a	$12,810	**$15,500**	**$7,529**	**$14,830**	**$2,690**
	INSTITUTIONS:													
520	Elementary School (Private)	student	$22	n/a	$3	$16	$15	n/a	n/a	$359	**$412**	**$195**	**$399**	**$53**
522	Middle School (Private)	student	$26	n/a	$3	$18	$17	n/a	n/a	$501	**$562**	**$264**	**$547**	**$61**
530	High School (Private)	student	$29	n/a	$4	$21	$19	n/a	n/a	$528	**$597**	**$281**	**$580**	**$69**
540	Univ./Jr. College (7,500 or fewer students)(Private)	student	$36	n/a	$5	$26	$24	n/a	n/a	$970	**$1,056**	**$488**	**$1,035**	**$86**
550	Univ./Jr. College (more than 7,500 students)(Private)	student	$26	n/a	$3	$18	$17	n/a	n/a	$724	**$785**	**$362**	**$770**	**$61**
560	Church	1,000 sf	$186	n/a	$24	$134	$124	n/a	n/a	$2,543	**$2,987**	**$1,432**	**$2,877**	**$444**
565	Day Care	1,000 sf	$324	n/a	$41	$234	$216	n/a	n/a	$8,152	**$8,926**	**$4,131**	**$8,733**	**$774**
610	Hospital	1,000 sf	$499	n/a	$63	$360	$333	n/a	n/a	$5,448	**$6,640**	**$3,236**	**$6,343**	**$1,192**
620	Nursing Home	1,000 sf	$627	n/a	$79	$452	$418	n/a	n/a	$1,365	**$2,862**	**$1,654**	**$2,489**	**$1,497**
	OFFICE:													
710	General Office 100,000 sf or less	1,000 sf	$434	n/a	$55	$313	$289	n/a	n/a	$4,998	**$6,034**	**$2,928**	**$5,776**	**$1,036**
	General Office 100,001-200,000 sf	1,000 sf	$368	n/a	$47	$266	$245	n/a	n/a	$4,232	**$5,111**	**$2,480**	**$4,892**	**$879**
	General Office 200,001-400,000 sf	1,000 sf	$310	n/a	$39	$224	$207	n/a	n/a	$3,588	**$4,329**	**$2,100**	**$4,144**	**$741**
	General Office greater than 400,000 sf	1,000 sf	$281	n/a	$36	$203	$187	n/a	n/a	$3,253	**$3,924**	**$1,904**	**$3,757**	**$671**
720	Medical Office/Clinic 10,000 sf or less	1,000 sf	$415	n/a	$53	$300	$277	n/a	n/a	$5,764	**$6,756**	**$3,234**	**$6,509**	**$992**
	Medical Office/Clinic greater than 10,000 sf	1,000 sf	$634	n/a	$80	$458	$423	n/a	n/a	$8,790	**$10,305**	**$4,933**	**$9,927**	**$1,515**
	RETAIL:													
820	Retail 100,000 sfgla or less	1,000 sfgla	$769	n/a	$97	$555	$513	n/a	n/a	$7,447	**$9,284**	**$4,568**	**$8,826**	**$1,837**
	Retail 100,001-200,000 sfgla	1,000 sfgla	$772	n/a	$98	$558	$515	n/a	n/a	$6,639	**$8,484**	**$4,219**	**$8,024**	**$1,845**
	Retail 200,001-400,000 sfgla	1,000 sfgla	$852	n/a	$108	$615	$569	n/a	n/a	$6,284	**$8,320**	**$4,197**	**$7,813**	**$2,036**
	Retail greater than 400,000 sfgla	1,000 sfgla	$889	n/a	$113	$642	$593	n/a	n/a	$6,206	**$8,330**	**$4,225**	**$7,801**	**$2,124**
841	New/Used Auto Sales	1,000 sf	$536	n/a	$68	$387	$357	n/a	n/a	$7,892	**$9,172**	**$4,373**	**$8,853**	**$1,280**
849	Tire Superstore	service bay	$488	n/a	$62	$352	$326	n/a	n/a	$8,887	**$10,053**	**$4,731**	**$9,763**	**$1,166**
850	**Supermarket**	1,000 sf	$747	n/a	$95	$539	$498	n/a	n/a	$9,236	**$11,020**	**$5,319**	**$10,576**	**$1,784**
851	Convenience Market (24 hour)	1,000 sf	$1,993	n/a	$253	$1,439	$1,329	n/a	n/a	$33,352	**$38,113**	**$18,024**	**$36,927**	**$4,761**
853	Convenience Market w/Gas Pumps	1,000 sf	$2,124	n/a	$269	$1,533	$1,416	n/a	n/a	$24,369	**$29,442**	**$14,291**	**$28,178**	**$5,073**
862	Home Improvement Superstore	1,000 sf	$659	n/a	$84	$476	$440	n/a	n/a	$3,834	**$5,409**	**$2,795**	**$5,017**	**$1,575**
880/881	Pharmacy/Drug Store with or w/o Drive-Thru	1,000 sf	$714	n/a	$91	$515	$476	n/a	n/a	$4,898	**$6,603**	**$3,355**	**$6,179**	**$1,705**
890	Furniture Store	1,000 sf	$84	n/a	$11	$60	$56	n/a	n/a	$1,277	**$1,477**	**$703**	**$1,428**	**$200**
911	Bank/Savings Walk-In	1,000 sf	$812	n/a	$103	$586	$542	n/a	n/a	$10,662	**$12,602**	**$6,056**	**$12,119**	**$1,940**
912	Bank/Savings Drive-In	1,000 sf	$831	n/a	$105	$600	$554	n/a	n/a	$14,004	**$15,989**	**$7,558**	**$15,494**	**$1,985**
931	Quality Restaurant	1,000 sf	$2,485	n/a	$315	$1,794	$1,657	n/a	n/a	$17,347	**$23,283**	**$11,808**	**$21,804**	**$5,936**
932	**High-Turnover Restaurant**	1,000 sf	$2,470	n/a	$313	$1,783	$1,647	n/a	n/a	$20,758	**$26,658**	**$13,284**	**$25,188**	**$5,900**
934	Fast Food Restaurant w/Drive-Thru	1,000 sf	$3,242	n/a	$411	$2,341	$2,162	n/a	n/a	$46,540	**$54,285**	**$25,925**	**$52,355**	**$7,745**
940	Bread/Donut/Bagel Shop w/Drive-Thru	1,000 sf	$2,113	n/a	$268	$1,525	$1,409	n/a	n/a	$20,825	**$25,872**	**$12,713**	**$24,615**	**$5,047**
944/946	**Gasoline/Service Station with or w/o Car Wash**	fuel pos.	$696	n/a	$88	$502	$464	n/a	n/a	$5,227	**$6,889**	**$3,469**	**$6,475**	**$1,662**
947	Self-Service Car Wash	service bay	$317	n/a	$40	$229	$211	n/a	n/a	$5,013	**$5,770**	**$2,738**	**$5,581**	**$757**
n/a	Convenience/Gasoline/Fast Food	1,000 sf	$2,605	n/a	$330	$1,880	$1,737	n/a	n/a	$65,139	**$71,361**	**$33,038**	**$69,811**	**$6,222**
	INDUSTRIAL:													
110	General Light Industrial	1,000 sf	$251	n/a	$32	$181	$168	n/a	n/a	$2,657	**$3,257**	**$1,592**	**$3,108**	**$600**
120	General Heavy Industrial	1,000 sf	$179	n/a	$23	$129	$119	n/a	n/a	$570	**$997**	**$552**	**$891**	**$427**
140	Manufacturing	1,000 sf	$182	n/a	$23	$132	$121	n/a	n/a	$1,450	**$1,885**	**$943**	**$1,776**	**$435**
150	Warehousing	1,000 sf	$102	n/a	$13	$74	$68	n/a	n/a	$1,350	**$1,594**	**$765**	**$1,533**	**$244**
151	Mini-Warehouse	1,000 sf	$22	n/a	$3	$16	$15	n/a	n/a	$487	**$540**	**$252**	**$527**	**$53**

All fees include a 2.46% administrative fee

* County fees payable in the City of Punta Gorda are set out in Charlotte County Ordinance Sec.3-3.5-5(d) and will be collected by the City of Punta Gorda. Additional fees assessed by the City of Punta Gorda will apply

** County fees payable within the limits of the Englewood Fire Districtare set out in Charlotte County Ordinance Sec. 3-3.5-5(e). Fire impact fees are paid directly to the Englewood Fire District. For more information, please contact them directly on 941.474.3311 or visit thier website at www.englewood-fire.com. A receipt confirming payment of the Englewood Fire District impact fee will be required as part of your permit application.

***County fees payable within the limits of Babcock Ranch are set out in Charlotte County Ordinance Sec.3-3.5-5(f). Transportation fees are not assessed within Babcock Ranch.

ITE LUC	Land Use	Unit	Public Buildings	Library	Fire/EMS		Law Enforcement/ Correctional Facilities	Parks & Recreation		Transportation	Total Payable			
					EMS Only	Fire and EMS		Regional/Specialty	Community & Regional/Specialty		Unincorporated Charlotte	City of Punta Gorda*	Englewood Fire District**	Babcock DRI***
	Adoption %:		80%	80%	80%	80%	80%	80%	80%	80%				
	RESIDENTIAL:													
210	Single Family (Detached)	du	$591	$127	$75	$452	$394	$343	$621	$4,779	**$6,964**	**$3,566**	**$6,587**	**$2,185**
220	Multi-Family (Apartment)	du	$312	$68	$40	$240	$208	$182	$329	$3,089	**$4,246**	**$2,134**	**$4,046**	**$1,157**
230	Condo/Townhouse (Attached Housing Unit)	du	$312	$68	$40	$240	$208	$182	$329	$2,699	**$3,856**	**$1,962**	**$3,656**	**$1,157**
240	Mobile Home	du	$321	$69	$41	$246	$214	$187	$334	$4,779	**$5,963**	**$2,898**	**$5,758**	**$1,184**
	Mobile Home Park	du	$321	$69	$41	$246	$214	$187	$334	$1,754	**$2,938**	**$1,567**	**$2,733**	**$1,184**
253	Congregate Care Facility	du	$346	n/a	$44	$259	$230	n/a	n/a	$453	**$1,288**	**$780**	**$1,073**	**$835**
	LODGING:													
310	Hotel	room	$229	n/a	$29	$165	$153	$117	$210	$2,430	**$3,187**	**$1,571**	**$3,051**	**$757**
320	Motel	room	$212	n/a	$27	$153	$142	$117	$210	$1,721	**$2,438**	**$1,231**	**$2,312**	**$717**
	RECREATIONAL:													
416	RV Park	site	$208	n/a	$26	$150	$139	n/a	n/a	$682	**$1,179**	**$649**	**$1,055**	**$497**
420	Marina	boat berth	$79	n/a	$10	$57	$53	n/a	n/a	$1,626	**$1,815**	**$848**	**$1,768**	**$189**
430	Golf Course	hole	$450	n/a	$57	$325	$300	n/a	n/a	$19,697	**$20,772**	**$9,423**	**$20,504**	**$1,075**
444	Movie Theater w/Matinee	1,000 sf	$2,490	n/a	$316	$1,797	$1,660	n/a	n/a	$18,353	**$24,300**	**$12,259**	**$22,819**	**$5,947**
492	Health/Fitness Club	1,000 sf	$1,287	n/a	$163	$929	$858	n/a	n/a	$14,640	**$17,714**	**$8,604**	**$16,948**	**$3,074**
	INSTITUTIONS:													
520	Elementary School (Private)	student	$25	n/a	$3	$18	$17	n/a	n/a	$410	**$470**	**$223**	**$455**	**$60**
522	Middle School (Private)	student	$29	n/a	$4	$21	$19	n/a	n/a	$573	**$642**	**$301**	**$625**	**$69**
530	High School (Private)	student	$33	n/a	$4	$24	$22	n/a	n/a	$603	**$682**	**$321**	**$662**	**$79**
540	Univ./Jr. College (7,500 or fewer students)(Private)	student	$42	n/a	$5	$30	$28	n/a	n/a	$1,108	**$1,208**	**$558**	**$1,183**	**$100**
550	Univ./Jr. College (more than 7,500 students)(Private)	student	$29	n/a	$4	$21	$19	n/a	n/a	$827	**$896**	**$413**	**$879**	**$69**
560	Church	1,000 sf	$212	n/a	$27	$153	$142	n/a	n/a	$2,906	**$3,413**	**$1,636**	**$3,287**	**$507**
565	Day Care	1,000 sf	$371	n/a	$47	$268	$247	n/a	n/a	$9,316	**$10,202**	**$4,722**	**$9,981**	**$886**
610	Hospital	1,000 sf	$570	n/a	$72	$412	$380	n/a	n/a	$6,226	**$7,588**	**$3,697**	**$7,248**	**$1,362**
620	Nursing Home	1,000 sf	$716	n/a	$91	$517	$478	n/a	n/a	$1,560	**$3,271**	**$1,890**	**$2,845**	**$1,711**
	OFFICE:													
710	General Office 100,000 sf or less	1,000 sf	$495	n/a	$63	$358	$330	n/a	n/a	$5,712	**$6,895**	**$3,345**	**$6,600**	**$1,183**
	General Office 100,001-200,000 sf	1,000 sf	$421	n/a	$53	$304	$280	n/a	n/a	$4,837	**$5,842**	**$2,835**	**$5,591**	**$1,005**
	General Office 200,001-400,000 sf	1,000 sf	$354	n/a	$45	$255	$236	n/a	n/a	$4,100	**$4,945**	**$2,399**	**$4,735**	**$845**
	General Office greater than 400,000 sf	1,000 sf	$321	n/a	$41	$231	$214	n/a	n/a	$3,717	**$4,483**	**$2,175**	**$4,293**	**$766**
720	Medical Office/Clinic 10,000 sf or less	1,000 sf	$475	n/a	$60	$343	$317	n/a	n/a	$6,587	**$7,722**	**$3,696**	**$7,439**	**$1,135**
	Medical Office/Clinic greater than 10,000 sf	1,000 sf	$724	n/a	$92	$523	$483	n/a	n/a	$10,045	**$11,775**	**$5,637**	**$11,344**	**$1,730**
	RETAIL:													
820	Retail 100,000 sfgla or less	1,000 sfgla	$878	n/a	$111	$634	$586	n/a	n/a	$8,511	**$10,609**	**$5,220**	**$10,086**	**$2,098**
	Retail 100,001-200,000 sfgla	1,000 sfgla	$883	n/a	$112	$637	$589	n/a	n/a	$7,587	**$9,696**	**$4,822**	**$9,171**	**$2,109**
	Retail 200,001-400,000 sfgla	1,000 sfgla	$974	n/a	$124	$703	$650	n/a	n/a	$7,182	**$9,509**	**$4,798**	**$8,930**	**$2,327**
	Retail greater than 400,000 sfgla	1,000 sfgla	$1,016	n/a	$129	$733	$678	n/a	n/a	$7,093	**$9,520**	**$4,829**	**$8,916**	**$2,427**
841	New/Used Auto Sales	1,000 sf	$612	n/a	$78	$442	$408	n/a	n/a	$9,020	**$10,482**	**$4,997**	**$10,118**	**$1,462**
849	Tire Superstore	service bay	$558	n/a	$71	$403	$372	n/a	n/a	$10,157	**$11,490**	**$5,407**	**$11,158**	**$1,333**
850	**Supermarket**	1,000 sf	$854	n/a	$108	$616	$569	n/a	n/a	$10,556	**$12,595**	**$6,079**	**$12,087**	**$2,039**
851	Convenience Market (24 hour)	1,000 sf	$2,277	n/a	$289	$1,644	$1,519	n/a	n/a	$38,117	**$43,557**	**$20,598**	**$42,202**	**$5,440**
853	Convenience Market w/Gas Pumps	1,000 sf	$2,427	n/a	$308	$1,752	$1,619	n/a	n/a	$27,850	**$33,648**	**$16,333**	**$32,204**	**$5,798**
862	Home Improvement Superstore	1,000 sf	$754	n/a	$96	$544	$503	n/a	n/a	$4,382	**$6,183**	**$3,196**	**$5,735**	**$1,801**
880/881	Pharmacy/Drug Store with or w/o Drive-Thru	1,000 sf	$816	n/a	$103	$589	$544	n/a	n/a	$5,598	**$7,547**	**$3,834**	**$7,061**	**$1,949**
890	Furniture Store	1,000 sf	$96	n/a	$12	$69	$64	n/a	n/a	$1,459	**$1,688**	**$803**	**$1,631**	**$229**
911	Bank/Savings Walk-In	1,000 sf	$928	n/a	$118	$670	$619	n/a	n/a	$12,185	**$14,402**	**$6,921**	**$13,850**	**$2,217**
912	Bank/Savings Drive-In	1,000 sf	$949	n/a	$120	$685	$633	n/a	n/a	$16,005	**$18,272**	**$8,637**	**$17,707**	**$2,267**
931	Quality Restaurant	1,000 sf	$2,839	n/a	$360	$2,050	$1,894	n/a	n/a	$19,825	**$26,608**	**$13,494**	**$24,918**	**$6,783**
932	**High-Turnover Restaurant**	1,000 sf	$2,823	n/a	$358	$2,038	$1,883	n/a	n/a	$23,724	**$30,468**	**$15,182**	**$28,788**	**$6,744**
934	Fast Food Restaurant w/Drive-Thru	1,000 sf	$3,706	n/a	$470	$2,675	$2,471	n/a	n/a	$53,189	**$62,041**	**$29,630**	**$59,836**	**$8,852**
940	Bread/Donut/Bagel Shop w/Drive-Thru	1,000 sf	$2,415	n/a	$306	$1,743	$1,610	n/a	n/a	$23,800	**$29,568**	**$14,529**	**$28,131**	**$5,768**
944/946	**Gasoline/Service Station with or w/o Car Wash**	fuel pos.	$795	n/a	$101	$574	$530	n/a	n/a	$5,974	**$7,873**	**$3,964**	**$7,400**	**$1,899**
947	Self-Service Car Wash	service bay	$362	n/a	$46	$261	$242	n/a	n/a	$5,730	**$6,595**	**$3,130**	**$6,380**	**$865**
n/a	Convenience/Gasoline/Fast Food	1,000 sf	$2,977	n/a	$377	$2,149	$1,985	n/a	n/a	$74,445	**$81,556**	**$37,757**	**$79,784**	**$7,111**
	INDUSTRIAL:													
110	General Light Industrial	1,000 sf	$287	n/a	$36	$207	$192	n/a	n/a	$3,036	**$3,722**	**$1,818**	**$3,551**	**$686**
120	General Heavy Industrial	1,000 sf	$204	n/a	$26	$147	$136	n/a	n/a	$652	**$1,139**	**$630**	**$1,018**	**$487**
140	Manufacturing	1,000 sf	$208	n/a	$26	$150	$139	n/a	n/a	$1,657	**$2,154**	**$1,078**	**$2,030**	**$497**
150	Warehousing	1,000 sf	$117	n/a	$15	$84	$78	n/a	n/a	$1,543	**$1,822**	**$876**	**$1,753**	**$279**
151	Mini-Warehouse	1,000 sf	$25	n/a	$3	$18	$17	n/a	n/a	$557	**$617**	**$287**	**$602**	**$60**

All fees include a 2.46% administrative fee

* County fees payable in the City of Punta Gorda are set out in Charlotte County Ordinance Sec.3-3.5-5(d) and will be collected by the City of Punta Gorda. Additional fees assessed by the City of Punta Gorda will apply

** County fees payable within the limits of the Englewood Fire Districtare set out in Charlotte County Ordinance Sec. 3-3.5-5(e). Fire impact fees are paid directly to the Englewood Fire District. For more information, please contact them directly on 941.474.3311 or visit thier website at www.englewood-fire.com. A receipt confirming payment of the Englewood Fire District impact fee will be required as part of your permit application.

***County fees payable within the limits of Babcock Ranch are set out in Charlotte County Ordinance Sec.3-3.5-5(f). Transportation fees are not assessed within Babcock Ranch.

ITE LUC	Land Use	Unit	Public Buildings	Library	Fire/EMS		Law Enforcement/ Correctional Facilities	Parks & Recreation		Transportation	Total Payable			
					EMS Only	Fire and EMS		Regional/Specialty	Community & Regional/Specialty		Unincorporated Charlotte	City of Punta Gorda*	Englewood Fire District**	Babcock DRI***
	Adoption %:		90%	90%	90%	90%	90%	90%	90%	90%				
	RESIDENTIAL:													
210	Single Family (Detached)	du	$665	$143	$84	$508	$444	$386	$698	$5,376	**$7,834**	**$4,012**	**$7,410**	**$2,458**
220	Multi-Family (Apartment)	du	$351	$76	$45	$270	$234	$205	$370	$3,476	**$4,777**	**$2,401**	**$4,552**	**$1,301**
230	Condo/Townhouse (Attached Housing Unit)	du	$351	$76	$45	$270	$234	$205	$370	$3,037	**$4,338**	**$2,208**	**$4,113**	**$1,301**
240	Mobile Home	du	$361	$78	$46	$277	$241	$210	$376	$5,376	**$6,709**	**$3,260**	**$6,478**	**$1,333**
	Mobile Home Park	du	$361	$78	$46	$277	$241	$210	$376	$1,973	**$3,306**	**$1,763**	**$3,075**	**$1,333**
253	Congregate Care Facility	du	$389	n/a	$49	$292	$259	n/a	n/a	$510	**$1,450**	**$877**	**$1,207**	**$940**
	LODGING:													
310	Hotel	room	$258	n/a	$33	$186	$172	$131	$236	$2,733	**$3,585**	**$1,767**	**$3,432**	**$852**
320	Motel	room	$239	n/a	$30	$172	$159	$131	$236	$1,936	**$2,742**	**$1,384**	**$2,600**	**$806**
	RECREATIONAL:													
416	RV Park	site	$234	n/a	$30	$169	$156	n/a	n/a	$767	**$1,326**	**$731**	**$1,187**	**$559**
420	Marina	boat berth	$89	n/a	$11	$64	$59	n/a	n/a	$1,830	**$2,042**	**$954**	**$1,989**	**$212**
430	Golf Course	hole	$506	n/a	$64	$365	$337	n/a	n/a	$22,159	**$23,367**	**$10,600**	**$23,066**	**$1,208**
444	Movie Theater w/Matinee	1,000 sf	$2,801	n/a	$355	$2,022	$1,868	n/a	n/a	$20,648	**$27,339**	**$13,792**	**$25,672**	**$6,691**
492	Health/Fitness Club	1,000 sf	$1,447	n/a	$184	$1,045	$965	n/a	n/a	$16,470	**$19,927**	**$9,679**	**$19,066**	**$3,457**
	INSTITUTIONS:													
520	Elementary School (Private)	student	$28	n/a	$4	$20	$19	n/a	n/a	$461	**$528**	**$251**	**$512**	**$67**
522	Middle School (Private)	student	$33	n/a	$4	$24	$22	n/a	n/a	$645	**$724**	**$339**	**$704**	**$79**
530	High School (Private)	student	$37	n/a	$5	$27	$25	n/a	n/a	$679	**$768**	**$362**	**$746**	**$89**
540	Univ./Jr. College (7,500 or fewer students)(Private)	student	$47	n/a	$6	$34	$31	n/a	n/a	$1,247	**$1,359**	**$627**	**$1,331**	**$112**
550	Univ./Jr. College (more than 7,500 students)(Private)	student	$33	n/a	$4	$24	$22	n/a	n/a	$930	**$1,009**	**$464**	**$989**	**$79**
560	Church	1,000 sf	$239	n/a	$30	$172	$159	n/a	n/a	$3,269	**$3,839**	**$1,839**	**$3,697**	**$570**
565	Day Care	1,000 sf	$417	n/a	$53	$301	$278	n/a	n/a	$10,481	**$11,477**	**$5,312**	**$11,229**	**$996**
610	Hospital	1,000 sf	$642	n/a	$81	$463	$428	n/a	n/a	$7,005	**$8,538**	**$4,160**	**$8,156**	**$1,533**
620	Nursing Home	1,000 sf	$806	n/a	$102	$582	$537	n/a	n/a	$1,755	**$3,680**	**$2,126**	**$3,200**	**$1,925**
	OFFICE:													
710	General Office 100,000 sf or less	1,000 sf	$557	n/a	$71	$402	$372	n/a	n/a	$6,425	**$7,756**	**$3,764**	**$7,425**	**$1,331**
	General Office 100,001-200,000 sf	1,000 sf	$473	n/a	$60	$342	$316	n/a	n/a	$5,442	**$6,573**	**$3,190**	**$6,291**	**$1,131**
	General Office 200,001-400,000 sf	1,000 sf	$398	n/a	$50	$287	$266	n/a	n/a	$4,613	**$5,564**	**$2,699**	**$5,327**	**$951**
	General Office greater than 400,000 sf	1,000 sf	$361	n/a	$46	$260	$241	n/a	n/a	$4,182	**$5,044**	**$2,447**	**$4,830**	**$862**
720	Medical Office/Clinic 10,000 sf or less	1,000 sf	$534	n/a	$68	$385	$356	n/a	n/a	$7,410	**$8,685**	**$4,158**	**$8,368**	**$1,275**
	Medical Office/Clinic greater than 10,000 sf	1,000 sf	$815	n/a	$103	$588	$544	n/a	n/a	$11,301	**$13,248**	**$6,342**	**$12,763**	**$1,947**
	RETAIL:													
820	Retail 100,000 sfgla or less	1,000 sfgla	$988	n/a	$125	$713	$659	n/a	n/a	$9,575	**$11,935**	**$5,873**	**$11,347**	**$2,360**
	Retail 100,001-200,000 sfgla	1,000 sfgla	$993	n/a	$126	$717	$662	n/a	n/a	$8,535	**$10,907**	**$5,424**	**$10,316**	**$2,372**
	Retail 200,001-400,000 sfgla	1,000 sfgla	$1,096	n/a	$139	$791	$731	n/a	n/a	$8,080	**$10,698**	**$5,397**	**$10,046**	**$2,618**
	Retail greater than 400,000 sfgla	1,000 sfgla	$1,143	n/a	$145	$825	$762	n/a	n/a	$7,979	**$10,709**	**$5,431**	**$10,029**	**$2,730**
841	New/Used Auto Sales	1,000 sf	$689	n/a	$87	$497	$459	n/a	n/a	$10,147	**$11,792**	**$5,622**	**$11,382**	**$1,645**
849	Tire Superstore	service bay	$628	n/a	$80	$453	$419	n/a	n/a	$11,426	**$12,926**	**$6,083**	**$12,553**	**$1,500**
850	**Supermarket**	1,000 sf	$960	n/a	$122	$693	$640	n/a	n/a	$11,875	**$14,168**	**$6,838**	**$13,597**	**$2,293**
851	Convenience Market (24 hour)	1,000 sf	$2,562	n/a	$325	$1,850	$1,709	n/a	n/a	$42,881	**$49,002**	**$23,173**	**$47,477**	**$6,121**
853	Convenience Market w/Gas Pumps	1,000 sf	$2,731	n/a	$346	$1,971	$1,821	n/a	n/a	$31,332	**$37,855**	**$18,375**	**$36,230**	**$6,523**
862	Home Improvement Superstore	1,000 sf	$848	n/a	$107	$612	$565	n/a	n/a	$4,930	**$6,955**	**$3,593**	**$6,450**	**$2,025**
880/881	Pharmacy/Drug Store with or w/o Drive-Thru	1,000 sf	$918	n/a	$116	$663	$612	n/a	n/a	$6,297	**$8,490**	**$4,313**	**$7,943**	**$2,193**
890	Furniture Store	1,000 sf	$108	n/a	$14	$78	$72	n/a	n/a	$1,641	**$1,899**	**$904**	**$1,835**	**$258**
911	Bank/Savings Walk-In	1,000 sf	$1,045	n/a	$132	$754	$697	n/a	n/a	$13,709	**$16,205**	**$7,787**	**$15,583**	**$2,496**
912	Bank/Savings Drive-In	1,000 sf	$1,068	n/a	$135	$771	$712	n/a	n/a	$18,006	**$20,557**	**$9,717**	**$19,921**	**$2,551**
931	Quality Restaurant	1,000 sf	$3,194	n/a	$405	$2,306	$2,130	n/a	n/a	$22,303	**$29,933**	**$15,180**	**$28,032**	**$7,630**
932	**High-Turnover Restaurant**	1,000 sf	$3,176	n/a	$403	$2,293	$2,118	n/a	n/a	$26,689	**$34,276**	**$17,080**	**$32,386**	**$7,587**
934	Fast Food Restaurant w/Drive-Thru	1,000 sf	$4,169	n/a	$529	$3,009	$2,780	n/a	n/a	$59,838	**$69,796**	**$33,334**	**$67,316**	**$9,958**
940	Bread/Donut/Bagel Shop w/Drive-Thru	1,000 sf	$2,717	n/a	$344	$1,961	$1,812	n/a	n/a	$26,775	**$33,265**	**$16,346**	**$31,648**	**$6,490**
944/946	**Gasoline/Service Station with or w/o Car Wash**	fuel pos.	$895	n/a	$113	$646	$597	n/a	n/a	$6,721	**$8,859**	**$4,461**	**$8,326**	**$2,138**
947	Self-Service Car Wash	service bay	$408	n/a	$52	$294	$272	n/a	n/a	$6,446	**$7,420**	**$3,522**	**$7,178**	**$974**
n/a	Convenience/Gasoline/Fast Food	1,000 sf	$3,349	n/a	$425	$2,418	$2,233	n/a	n/a	$83,751	**$91,751**	**$42,478**	**$89,758**	**$8,000**
	INDUSTRIAL:													
110	General Light Industrial	1,000 sf	$323	n/a	$41	$233	$216	n/a	n/a	$3,416	**$4,188**	**$2,046**	**$3,996**	**$772**
120	General Heavy Industrial	1,000 sf	$230	n/a	$29	$166	$153	n/a	n/a	$733	**$1,282**	**$709**	**$1,145**	**$549**
140	Manufacturing	1,000 sf	$234	n/a	$30	$169	$156	n/a	n/a	$1,865	**$2,424**	**$1,214**	**$2,285**	**$559**
150	Warehousing	1,000 sf	$131	n/a	$17	$95	$87	n/a	n/a	$1,735	**$2,048**	**$984**	**$1,970**	**$313**
151	Mini-Warehouse	1,000 sf	$28	n/a	$4	$20	$19	n/a	n/a	$626	**$693**	**$323**	**$677**	**$67**

All fees include a 2.46% administrative fee

* County fees payable in the City of Punta Gorda are set out in Charlotte County Ordinance Sec.3-3.5-5(d) and will be collected by the City of Punta Gorda. Additional fees assessed by the City of Punta Gorda will apply

** County fees payable within the limits of the Englewood Fire Districtare set out in Charlotte County Ordinance Sec. 3-3.5-5(e). Fire impact fees are paid directly to the Englewood Fire District. For more information, please contact them directly on 941.474.3311 or visit thier website at www.englewood-fire.com. A receipt confirming payment of the Englewood Fire District impact fee will be required as part of your permit application.

***County fees payable within the limits of Babcock Ranch are set out in Charlotte County Ordinance Sec.3-3.5-5(f). Transportation fees are not assessed within Babcock Ranch.

ITE LUC	Land Use	Unit	Public Buildings	Library	Fire/EMS		Law Enforcement/ Correctional Facilities	Parks & Recreation		Transportation	Total Payable			
					EMS Only	Fire and EMS		Regional/Specialty	Community & Regional/Specialty		Unincorporated Charlotte	City of Punta Gorda*	Englewood Fire District**	Babcock DRI***
	Adoption %:		100%	100%	100%	100%	100%	100%	100%	100%				
	RESIDENTIAL:													
210	Single Family (Detached)	du	$739	$159	$94	$564	$493	$429	$776	$5,973	**$8,704**	**$4,458**	**$8,234**	**$2,731**
220	Multi-Family (Apartment)	du	$390	$84	$49	$300	$260	$227	$411	$3,862	**$5,307**	**$2,665**	**$5,056**	**$1,445**
230	Condo/Townhouse (Attached Housing Unit)	du	$390	$84	$49	$300	$260	$227	$411	$3,374	**$4,819**	**$2,450**	**$4,568**	**$1,445**
240	Mobile Home	du	$401	$87	$51	$308	$267	$234	$418	$5,973	**$7,454**	**$3,623**	**$7,197**	**$1,481**
	Mobile Home Park	du	$401	$87	$51	$308	$267	$234	$418	$2,193	**$3,674**	**$1,960**	**$3,417**	**$1,481**
253	Congregate Care Facility	du	$432	n/a	$55	$324	$288	n/a	n/a	$567	**$1,611**	**$976**	**$1,342**	**$1,044**
	LODGING:													
310	Hotel	room	$286	n/a	$36	$207	$191	$146	$263	$3,037	**$3,984**	**$1,963**	**$3,813**	**$947**
320	Motel	room	$265	n/a	$34	$192	$177	$146	$263	$2,151	**$3,048**	**$1,538**	**$2,890**	**$897**
	RECREATIONAL:													
416	RV Park	site	$260	n/a	$33	$188	$174	n/a	n/a	$852	**$1,474**	**$812**	**$1,319**	**$622**
420	Marina	boat berth	$99	n/a	$13	$71	$66	n/a	n/a	$2,033	**$2,269**	**$1,061**	**$2,211**	**$236**
430	Golf Course	hole	$562	n/a	$71	$406	$375	n/a	n/a	$24,621	**$25,964**	**$11,777**	**$25,629**	**$1,343**
444	Movie Theater w/Matinee	1,000 sf	$3,112	n/a	$395	$2,247	$2,076	n/a	n/a	$22,942	**$30,377**	**$15,325**	**$28,525**	**$7,435**
492	Health/Fitness Club	1,000 sf	$1,608	n/a	$204	$1,161	$1,072	n/a	n/a	$18,300	**$22,141**	**$10,754**	**$21,184**	**$3,841**
	INSTITUTIONS:													
520	Elementary School (Private)	student	$31	n/a	$4	$23	$21	n/a	n/a	$512	**$587**	**$278**	**$568**	**$75**
522	Middle School (Private)	student	$36	n/a	$5	$26	$24	n/a	n/a	$716	**$802**	**$376**	**$781**	**$86**
530	High School (Private)	student	$42	n/a	$5	$30	$28	n/a	n/a	$754	**$854**	**$402**	**$829**	**$100**
540	Univ./Jr. College (7,500 or fewer students)(Private)	student	$52	n/a	$7	$38	$35	n/a	n/a	$1,385	**$1,510**	**$697**	**$1,479**	**$125**
550	Univ./Jr. College (more than 7,500 students)(Private)	student	$36	n/a	$5	$26	$24	n/a	n/a	$1,034	**$1,120**	**$516**	**$1,099**	**$86**
560	Church	1,000 sf	$265	n/a	$34	$192	$177	n/a	n/a	$3,632	**$4,266**	**$2,044**	**$4,108**	**$634**
565	Day Care	1,000 sf	$463	n/a	$59	$334	$309	n/a	n/a	$11,646	**$12,752**	**$5,903**	**$12,477**	**$1,106**
610	Hospital	1,000 sf	$713	n/a	$90	$515	$476	n/a	n/a	$7,783	**$9,487**	**$4,623**	**$9,062**	**$1,704**
620	Nursing Home	1,000 sf	$895	n/a	$113	$646	$597	n/a	n/a	$1,950	**$4,088**	**$2,362**	**$3,555**	**$2,138**
	OFFICE:													
710	General Office 100,000 sf or less	1,000 sf	$619	n/a	$79	$447	$413	n/a	n/a	$7,139	**$8,618**	**$4,182**	**$8,250**	**$1,479**
	General Office 100,001-200,000 sf	1,000 sf	$526	n/a	$67	$379	$351	n/a	n/a	$6,046	**$7,302**	**$3,545**	**$6,990**	**$1,256**
	General Office 200,001-400,000 sf	1,000 sf	$442	n/a	$56	$319	$295	n/a	n/a	$5,125	**$6,181**	**$2,998**	**$5,918**	**$1,056**
	General Office greater than 400,000 sf	1,000 sf	$401	n/a	$51	$289	$267	n/a	n/a	$4,647	**$5,604**	**$2,718**	**$5,366**	**$957**
720	Medical Office/Clinic 10,000 sf or less	1,000 sf	$593	n/a	$75	$428	$396	n/a	n/a	$8,234	**$9,651**	**$4,620**	**$9,298**	**$1,417**
	Medical Office/Clinic greater than 10,000 sf	1,000 sf	$906	n/a	$115	$654	$604	n/a	n/a	$12,556	**$14,720**	**$7,047**	**$14,181**	**$2,164**
	RETAIL:													
820	Retail 100,000 sfgla or less	1,000 sfgla	$1,098	n/a	$139	$793	$732	n/a	n/a	$10,638	**$13,261**	**$6,525**	**$12,607**	**$2,623**
	Retail 100,001-200,000 sfgla	1,000 sfgla	$1,103	n/a	$140	$797	$736	n/a	n/a	$9,484	**$12,120**	**$6,027**	**$11,463**	**$2,636**
	Retail 200,001-400,000 sfgla	1,000 sfgla	$1,218	n/a	$154	$879	$812	n/a	n/a	$8,978	**$11,887**	**$5,996**	**$11,162**	**$2,909**
	Retail greater than 400,000 sfgla	1,000 sfgla	$1,270	n/a	$161	$917	$847	n/a	n/a	$8,866	**$11,900**	**$6,035**	**$11,144**	**$3,034**
841	New/Used Auto Sales	1,000 sf	$765	n/a	$97	$552	$510	n/a	n/a	$11,275	**$13,102**	**$6,246**	**$12,647**	**$1,827**
849	Tire Superstore	service bay	$697	n/a	$88	$503	$465	n/a	n/a	$12,696	**$14,361**	**$6,757**	**$13,946**	**$1,665**
850	**Supermarket**	1,000 sf	$1,067	n/a	$135	$770	$712	n/a	n/a	$13,195	**$15,744**	**$7,599**	**$15,109**	**$2,549**
851	Convenience Market (24 hour)	1,000 sf	$2,847	n/a	$361	$2,055	$1,899	n/a	n/a	$47,646	**$54,447**	**$25,748**	**$52,753**	**$6,801**
853	Convenience Market w/Gas Pumps	1,000 sf	$3,034	n/a	$385	$2,190	$2,023	n/a	n/a	$34,813	**$42,060**	**$20,416**	**$40,255**	**$7,247**
862	Home Improvement Superstore	1,000 sf	$942	n/a	$119	$680	$628	n/a	n/a	$5,478	**$7,728**	**$3,993**	**$7,167**	**$2,250**
880/881	Pharmacy/Drug Store with or w/o Drive-Thru	1,000 sf	$1,020	n/a	$129	$736	$680	n/a	n/a	$6,997	**$9,433**	**$4,792**	**$8,826**	**$2,436**
890	Furniture Store	1,000 sf	$120	n/a	$15	$86	$80	n/a	n/a	$1,824	**$2,110**	**$1,004**	**$2,039**	**$286**
911	Bank/Savings Walk-In	1,000 sf	$1,161	n/a	$147	$838	$774	n/a	n/a	$15,232	**$18,005**	**$8,653**	**$17,314**	**$2,773**
912	Bank/Savings Drive-In	1,000 sf	$1,187	n/a	$150	$857	$791	n/a	n/a	$20,006	**$22,841**	**$10,796**	**$22,134**	**$2,835**
931	Quality Restaurant	1,000 sf	$3,549	n/a	$450	$2,562	$2,367	n/a	n/a	$24,781	**$33,259**	**$16,867**	**$31,147**	**$8,478**
932	**High-Turnover Restaurant**	1,000 sf	$3,529	n/a	$447	$2,547	$2,353	n/a	n/a	$29,655	**$38,084**	**$18,977**	**$35,984**	**$8,429**
934	Fast Food Restaurant w/Drive-Thru	1,000 sf	$4,632	n/a	$587	$3,344	$3,089	n/a	n/a	$66,486	**$77,551**	**$37,037**	**$74,794**	**$11,065**
940	Bread/Donut/Bagel Shop w/Drive-Thru	1,000 sf	$3,019	n/a	$383	$2,179	$2,013	n/a	n/a	$29,750	**$36,961**	**$18,163**	**$35,165**	**$7,211**
944/946	**Gasoline/Service Station with or w/o Car Wash**	fuel pos.	$994	n/a	$126	$718	$663	n/a	n/a	$7,467	**$9,842**	**$4,956**	**$9,250**	**$2,375**
947	Self-Service Car Wash	service bay	$453	n/a	$57	$327	$302	n/a	n/a	$7,162	**$8,244**	**$3,912**	**$7,974**	**$1,082**
n/a	Convenience/Gasoline/Fast Food	1,000 sf	$3,721	n/a	$472	$2,686	$2,482	n/a	n/a	$93,056	**$101,945**	**$47,198**	**$99,731**	**$8,889**
	INDUSTRIAL:													
110	General Light Industrial	1,000 sf	$359	n/a	$46	$259	$239	n/a	n/a	$3,795	**$4,652**	**$2,273**	**$4,439**	**$857**
120	General Heavy Industrial	1,000 sf	$255	n/a	$32	$184	$170	n/a	n/a	$815	**$1,424**	**$787**	**$1,272**	**$609**
140	Manufacturing	1,000 sf	$260	n/a	$33	$188	$174	n/a	n/a	$2,072	**$2,694**	**$1,349**	**$2,539**	**$622**
150	Warehousing	1,000 sf	$146	n/a	$18	$105	$97	n/a	n/a	$1,928	**$2,276**	**$1,093**	**$2,189**	**$348**
151	Mini-Warehouse	1,000 sf	$31	n/a	$4	$23	$21	n/a	n/a	$696	**$771**	**$359**	**$752**	**$75**

All fees include a 2.46% administrative fee

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** County fees payable within the limits of the Englewood Fire Districtare set out in Charlotte County Ordinance Sec. 3-3.5-5(e). Fire impact fees are paid directly to the Englewood Fire District. For more information, please contact them directly on 941.474.3311 or visit thier website at www.englewood-fire.com. A receipt confirming payment of the Englewood Fire District impact fee will be required as part of your permit application.

***County fees payable within the limits of Babcock Ranch are set out in Charlotte County Ordinance Sec.3-3.5-5(f). Transportation fees are not assessed within Babcock Ranch.

ITE LUC	Land Use	Unit	Public Buildings	Library	Fire/EMS		Law Enforcement/ Correctional Facilities	Parks & Recreation		Transportation	Total Payable			
					EMS Only	Fire and EMS		Regional/Specialty	Community & Regional/Specialty		Unincorporated Charlotte	City of Punta Gorda*	Englewood Fire District**	Babcock DRI***
	Adoption %:		100%	40%	40%	40%	40%	40%	40%	100%				
	RESIDENTIAL:													
210	Single Family (Detached)	du	$739	$64	$37	$226	$197	$172	$310	$5,973	**$7,509**	**$3,804**	**$7,320**	**$1,536**
220	Multi-Family (Apartment)	du	$390	$34	$20	$120	$104	$91	$164	$3,862	**$4,674**	**$2,321**	**$4,574**	**$812**
230	Condo/Townhouse (Attached Housing Unit)	du	$390	$34	$20	$120	$104	$91	$164	$3,374	**$4,186**	**$2,106**	**$4,086**	**$812**
240	Mobile Home	du	$401	$35	$20	$123	$107	$94	$167	$5,973	**$6,806**	**$3,267**	**$6,703**	**$833**
	Mobile Home Park	du	$401	$35	$20	$123	$107	$94	$167	$2,193	**$3,026**	**$1,604**	**$2,923**	**$833**
253	Congregate Care Facility	du	$432	n/a	$22	$130	$115	n/a	n/a	$567	**$1,244**	**$799**	**$1,136**	**$677**
	LODGING:													
310	Hotel	room	$286	n/a	$15	$83	$76	$58	$105	$3,037	**$3,587**	**$1,758**	**$3,519**	**$550**
320	Motel	room	$265	n/a	$13	$77	$71	$58	$105	$2,151	**$2,669**	**$1,341**	**$2,605**	**$518**
	RECREATIONAL:													
416	RV Park	site	$260	n/a	$13	$75	$69	n/a	n/a	$852	**$1,256**	**$705**	**$1,194**	**$404**
420	Marina	boat berth	$99	n/a	$5	$29	$26	n/a	n/a	$2,033	**$2,187**	**$1,020**	**$2,163**	**$154**
430	Golf Course	hole	$562	n/a	$29	$162	$150	n/a	n/a	$24,621	**$25,495**	**$11,549**	**$25,362**	**$874**
444	Movie Theater w/Matinee	1,000 sf	$3,112	n/a	$158	$899	$830	n/a	n/a	$22,942	**$27,783**	**$14,053**	**$27,042**	**$4,841**
492	Health/Fitness Club	1,000 sf	$1,608	n/a	$82	$464	$429	n/a	n/a	$18,300	**$20,801**	**$10,098**	**$20,419**	**$2,501**
	INSTITUTIONS:													
520	Elementary School (Private)	student	$31	n/a	$2	$9	$8	n/a	n/a	$512	**$560**	**$265**	**$553**	**$48**
522	Middle School (Private)	student	$36	n/a	$2	$11	$10	n/a	n/a	$716	**$773**	**$361**	**$764**	**$57**
530	High School (Private)	student	$42	n/a	$2	$12	$11	n/a	n/a	$754	**$819**	**$385**	**$809**	**$65**
540	Univ./Jr. College (7,500 or fewer students)(Private)	student	$52	n/a	$3	$15	$14	n/a	n/a	$1,385	**$1,466**	**$676**	**$1,454**	**$81**
550	Univ./Jr. College (more than 7,500 students)(Private)	student	$36	n/a	$2	$11	$10	n/a	n/a	$1,034	**$1,091**	**$501**	**$1,082**	**$57**
560	Church	1,000 sf	$265	n/a	$13	$77	$71	n/a	n/a	$3,632	**$4,045**	**$1,935**	**$3,981**	**$413**
565	Day Care	1,000 sf	$463	n/a	$23	$134	$124	n/a	n/a	$11,646	**$12,367**	**$5,713**	**$12,256**	**$721**
610	Hospital	1,000 sf	$713	n/a	$36	$206	$190	n/a	n/a	$7,783	**$8,892**	**$4,331**	**$8,722**	**$1,109**
620	Nursing Home	1,000 sf	$895	n/a	$45	$258	$239	n/a	n/a	$1,950	**$3,342**	**$1,996**	**$3,129**	**$1,392**
	OFFICE:													
710	General Office 100,000 sf or less	1,000 sf	$619	n/a	$31	$179	$165	n/a	n/a	$7,139	**$8,102**	**$3,928**	**$7,954**	**$963**
	General Office 100,001-200,000 sf	1,000 sf	$526	n/a	$27	$152	$140	n/a	n/a	$6,046	**$6,864**	**$3,329**	**$6,739**	**$818**
	General Office 200,001-400,000 sf	1,000 sf	$442	n/a	$22	$128	$118	n/a	n/a	$5,125	**$5,813**	**$2,817**	**$5,707**	**$688**
	General Office greater than 400,000 sf	1,000 sf	$401	n/a	$20	$116	$107	n/a	n/a	$4,647	**$5,271**	**$2,554**	**$5,175**	**$624**
720	Medical Office/Clinic 10,000 sf or less	1,000 sf	$593	n/a	$30	$171	$158	n/a	n/a	$8,234	**$9,156**	**$4,377**	**$9,015**	**$922**
	Medical Office/Clinic greater than 10,000 sf	1,000 sf	$906	n/a	$46	$261	$242	n/a	n/a	$12,556	**$13,965**	**$6,678**	**$13,750**	**$1,409**
	RETAIL:													
820	Retail 100,000 sfgla or less	1,000 sfgla	$1,098	n/a	$56	$317	$293	n/a	n/a	$10,638	**$12,346**	**$6,078**	**$12,085**	**$1,708**
	Retail 100,001-200,000 sfgla	1,000 sfgla	$1,103	n/a	$56	$319	$294	n/a	n/a	$9,484	**$11,200**	**$5,576**	**$10,937**	**$1,716**
	Retail 200,001-400,000 sfgla	1,000 sfgla	$1,218	n/a	$62	$352	$325	n/a	n/a	$8,978	**$10,873**	**$5,500**	**$10,583**	**$1,895**
	Retail greater than 400,000 sfgla	1,000 sfgla	$1,270	n/a	$64	$367	$339	n/a	n/a	$8,866	**$10,842**	**$5,516**	**$10,539**	**$1,976**
841	New/Used Auto Sales	1,000 sf	$765	n/a	$39	$221	$204	n/a	n/a	$11,275	**$12,465**	**$5,934**	**$12,283**	**$1,190**
849	Tire Superstore	service bay	$697	n/a	$35	$201	$186	n/a	n/a	$12,696	**$13,780**	**$6,473**	**$13,614**	**$1,084**
850	**Supermarket**	1,000 sf	$1,067	n/a	$54	$308	$285	n/a	n/a	$13,195	**$14,855**	**$7,163**	**$14,601**	**$1,660**
851	Convenience Market (24 hour)	1,000 sf	$2,847	n/a	$144	$822	$759	n/a	n/a	$47,646	**$52,074**	**$24,585**	**$51,396**	**$4,428**
853	Convenience Market w/Gas Pumps	1,000 sf	$3,034	n/a	$154	$876	$809	n/a	n/a	$34,813	**$39,532**	**$19,177**	**$38,810**	**$4,719**
862	Home Improvement Superstore	1,000 sf	$942	n/a	$48	$272	$251	n/a	n/a	$5,478	**$6,943**	**$3,609**	**$6,719**	**$1,465**
880/881	Pharmacy/Drug Store with or w/o Drive-Thru	1,000 sf	$1,020	n/a	$52	$295	$272	n/a	n/a	$6,997	**$8,584**	**$4,376**	**$8,341**	**$1,587**
890	Furniture Store	1,000 sf	$120	n/a	$6	$35	$32	n/a	n/a	$1,824	**$2,011**	**$955**	**$1,982**	**$187**
911	Bank/Savings Walk-In	1,000 sf	$1,161	n/a	$59	$335	$310	n/a	n/a	$15,232	**$17,038**	**$8,179**	**$16,762**	**$1,806**
912	Bank/Savings Drive-In	1,000 sf	$1,187	n/a	$60	$343	$317	n/a	n/a	$20,006	**$21,853**	**$10,313**	**$21,570**	**$1,847**
931	Quality Restaurant	1,000 sf	$3,549	n/a	$180	$1,025	$947	n/a	n/a	$24,781	**$30,302**	**$15,419**	**$29,457**	**$5,521**
932	**High-Turnover Restaurant**	1,000 sf	$3,529	n/a	$179	$1,019	$941	n/a	n/a	$29,655	**$35,144**	**$17,537**	**$34,304**	**$5,489**
934	Fast Food Restaurant w/Drive-Thru	1,000 sf	$4,632	n/a	$235	$1,338	$1,236	n/a	n/a	$66,486	**$73,692**	**$35,147**	**$72,589**	**$7,206**
940	Bread/Donut/Bagel Shop w/Drive-Thru	1,000 sf	$3,019	n/a	$153	$872	$805	n/a	n/a	$29,750	**$34,446**	**$16,930**	**$33,727**	**$4,696**
944/946	**Gasoline/Service Station with or w/o Car Wash**	fuel pos.	$994	n/a	$50	$287	$265	n/a	n/a	$7,467	**$9,013**	**$4,549**	**$8,776**	**$1,546**
947	Self-Service Car Wash	service bay	$453	n/a	$23	$131	$121	n/a	n/a	$7,162	**$7,867**	**$3,728**	**$7,759**	**$705**
n/a	Convenience/Gasoline/Fast Food	1,000 sf	$3,721	n/a	$189	$1,075	$993	n/a	n/a	$93,056	**$98,845**	**$45,679**	**$97,959**	**$5,789**
	INDUSTRIAL:													
110	General Light Industrial	1,000 sf	$359	n/a	$18	$104	$96	n/a	n/a	$3,795	**$4,354**	**$2,126**	**$4,268**	**$559**
120	General Heavy Industrial	1,000 sf	$255	n/a	$13	$74	$68	n/a	n/a	$815	**$1,212**	**$683**	**$1,151**	**$397**
140	Manufacturing	1,000 sf	$260	n/a	$13	$75	$69	n/a	n/a	$2,072	**$2,476**	**$1,242**	**$2,414**	**$404**
150	Warehousing	1,000 sf	$146	n/a	$7	$42	$39	n/a	n/a	$1,928	**$2,155**	**$1,034**	**$2,120**	**$227**
151	Mini-Warehouse	1,000 sf	$31	n/a	$2	$9	$8	n/a	n/a	$696	**$744**	**$346**	**$737**	**$48**

All fees include a 2.46% administrative fee

* County fees payable in the City of Punta Gorda are set out in Charlotte County Ordinance Sec.3-3.5-5(d) and will be collected by the City of Punta Gorda. Additional fees assessed by the City of Punta Gorda will apply

** County fees payable within the limits of the Englewood Fire Districtare set out in Charlotte County Ordinance Sec. 3-3.5-5(e). Fire impact fees are paid directly to the Englewood Fire District. For more information, please contact them directly on 941.474.3311 or visit thier website at www.englewood-fire.com. A receipt confirming payment of the Englewood Fire District impact fee will be required as part of your permit application.

***County fees payable within the limits of Babcock Ranch are set out in Charlotte County Ordinance Sec.3-3.5-5(f). Transportation fees are not assessed within Babcock Ranch.

CHARLOTTE COUNTY
FLORIDA

MEMORANDUM

Date: 3/8/19

To: Honorable Board of County Commissioners

From: Claire Jubb, Community Development Director

Subject: Amendments to 3-3.5 Impact Fees

Honorable Commissioners,

In conjunction with the discussion surrounding increasing impact fees, staff has taken the opportunity to identify several areas of Section 3-3.5 Impact Fees of the Charlotte county Code of Laws and Ordinances.

These proposed amendments are designed to update the language to remove extraneous references, give clarity to some of the definitions, and clarify when impact fees can be re-assessed.

In addition, we suggest removing the impact fee schedule itself from the body of the ordinance and adopt it as an exhibit to ensure it is easily updated should there be changes in the fees.

We also propose changes to the annual indexing to give the Board flexibility on whether to index in any given year along with changing the timing of the indexing to allow the current year's vacant land valuations to be used. The existing language sets a timeframe for the indexing that requires action before the valuations are available from the property appraiser.

Below is a summary of each of the proposed changes:

Summary of proposed changes to the ordinance

- Sec3-3.5-2 Intent – remove the reference to FS 380.06(15) (e). This statute reference is out of date and is not needed to define development.
- Sec. 3-3.5-3 Definitions. The following changes are proposed:
    - Clarification of Land Development Activity to add reference to development activity and to add clarification that a building permit must be for a structure that creates an impact.
    - Eliminated the definition for the "generation of traffic" and add the replacement definition for "Trip generation"
    - Add a definition for Gross leasable area as this is used for the retail section of the fee schedule. Definition is from the planner's dictionary.
    - Add a definition for Impact Fee Schedule referring to Exhibit C of the ordinance as may be updated.

- Sec. 3-3.5-5 Applicability – Add (c) requiring any permits that are abandoned as defined in the Florida Building code will be required to pay the impact fees in place at the time the permit is re-instated or that a new permit is obtained. Permits typically are deemed to be abandoned 180 days after they become expired. This is to ensure clarity as to what will require a reassessment of the impact fees and to prevent permits being applied for to simply lock in the fees with no intention of building.
- Sec. 3-3.5-5.1
    - Removed first part of (b) – language is extraneous.
- Sec. 3-3.5-6 Computation of amount of fees.
    - Add section (a) giving the percentage of the fee recommended in the technical reports adopted by the Board and incorporating the fee schedule as Exhibit C. This section will need to be amended based on the adoption level.
    - Removing the impact fee table incorporated into the code as it will be referenced as an exhibit. This is recommended to ensure clarity in the ordinance.
    - Amend section (b) to clarify the that the most recent edition of the Institute of transportation Engineers (ITE) Manual will be used to determine land use classification if an appropriate land use classification is not in the fee schedule.
- Sec. 3-3.5-7 Payment of Fees
    - Remove unnecessary language referencing obsolete processes at a state level.
- Sec. 3-3.5-11 Traffic impact Statement (TIS)
    - Section (a) and section (d) (7) a. and c - amending the planning horizon from a specific year (2025) to ten years to ensure an adequate planning horizon is used in the TIS.
- Sec 3-3.5-13 Automated update of fee schedule.
    - Section (a). Change “shall” to “may” allowing the Board to determine is the annual indexing is needed.
    - Section (a) – Change the implementation date of any increase to November 1 from October 1. This is because the certified valuations are not received until July meaning that the prior years’ valuations must be used in the calculation of the increase. This change allows the current years’ valuations to be used.

Current Impact Fee Schedule - 40% of the technical reports plus indexing done in 2018

Charlotte County Master Impact Fee Schedule - Effective Oct. 1, 2018

ITE LUC	Land Use	Unit	Public Buildings	Library	Fire/EMS: EMS Only	Fire/EMS: Fire and EMS	Law Enforcement/ Correctional Facilities	Parks & Recreation: Regional/Specialty	Parks & Recreation: Community & Regional/Specialty	Transportation	Total Payable: Unincorporated Charlotte	Total Payable: City of Punta Gorda*	Total Payable: Englewood Fire District**	Total Payable: Babcock DRI***
	PG Adj. % (of County Fee):		100%	100%	100%	0%	83%	100%	-	44%				
	Adoption %:		40%	40%	40%	40%	40%	40%	40%	40%				
	RESIDENTIAL:													
210	Single Family (Detached)	du	$323	$70	$41	$247	$215	$187	$339	$2,609	**$3,803**	**$1,947**	**$3,597**	**$1,194**
220	Multi-Family (Apartment)	du	$170	$37	$22	$131	$114	$99	$180	$1,687	**$2,319**	**$1,165**	**$2,210**	**$632**
230	Condo/Townhouse (Attached Housing Unit)	du	$170	$37	$22	$131	$114	$99	$180	$1,474	**$2,106**	**$1,071**	**$1,997**	**$632**
240	Mobile Home	du	$175	$38	$22	$134	$117	$102	$182	$2,609	**$3,255**	**$1,582**	**$3,143**	**$646**
	Mobile Home Park	du	$175	$38	$22	$134	$117	$102	$182	$958	**$1,604**	**$856**	**$1,492**	**$646**
253	Congregate Care Facility	du	$189	n/a	$24	$142	$126	n/a	n/a	$247	**$704**	**$426**	**$586**	**$457**
	LODGING:													
310	Hotel	room	$125	n/a	$16	$90	$83	$64	$115	$1,326	**$1,739**	**$857**	**$1,665**	**$413**
320	Motel	room	$116	n/a	$15	$84	$77	$64	$115	$939	**$1,331**	**$672**	**$1,262**	**$392**
	RECREATIONAL:													
416	RV Park	site	$114	n/a	$14	$82	$76	n/a	n/a	$373	**$645**	**$355**	**$577**	**$272**
420	Marina	boat berth	$43	n/a	$5	$31	$29	n/a	n/a	$888	**$991**	**$463**	**$965**	**$103**
430	Golf Course	hole	$245	n/a	$31	$177	$164	n/a	n/a	$10,753	**$11,339**	**$5,143**	**$11,193**	**$586**
444	Movie Theater w/Matinee	1,000 sf	$1,359	n/a	$172	$981	$906	n/a	n/a	$10,020	**$13,266**	**$6,692**	**$12,457**	**$3,246**
492	Health/Fitness Club	1,000 sf	$702	n/a	$89	$507	$468	n/a	n/a	$7,992	**$9,669**	**$4,696**	**$9,251**	**$1,677**
	INSTITUTIONS:													
520	Elementary School (Private)	student	$14	n/a	$2	$10	$9	n/a	n/a	$224	**$257**	**$122**	**$249**	**$33**
522	Middle School (Private)	student	$16	n/a	$2	$11	$11	n/a	n/a	$313	**$351**	**$165**	**$342**	**$38**
530	High School (Private)	student	$18	n/a	$2	$13	$12	n/a	n/a	$330	**$373**	**$175**	**$362**	**$43**
540	Univ./Jr. College (7,500 or fewer students)(Private)	student	$23	n/a	$3	$16	$15	n/a	n/a	$605	**$659**	**$305**	**$646**	**$54**
550	Univ./Jr. College (more than 7,500 students)(Private)	student	$16	n/a	$2	$11	$11	n/a	n/a	$452	**$490**	**$226**	**$481**	**$38**
560	Church	1,000 sf	$116	n/a	$15	$84	$77	n/a	n/a	$1,586	**$1,863**	**$893**	**$1,794**	**$277**
565	Day Care	1,000 sf	$202	n/a	$26	$146	$135	n/a	n/a	$5,086	**$5,569**	**$2,578**	**$5,449**	**$483**
610	Hospital	1,000 sf	$311	n/a	$39	$225	$208	n/a	n/a	$3,399	**$4,143**	**$2,018**	**$3,957**	**$744**
620	Nursing Home	1,000 sf	$391	n/a	$50	$282	$261	n/a	n/a	$852	**$1,786**	**$1,033**	**$1,554**	**$934**
	OFFICE:													
710	General Office 100,000 sf or less	1,000 sf	$270	n/a	$34	$195	$180	n/a	n/a	$3,118	**$3,763**	**$1,825**	**$3,602**	**$645**
	General Office 100,001-200,000 sf	1,000 sf	$230	n/a	$29	$166	$153	n/a	n/a	$2,641	**$3,190**	**$1,548**	**$3,053**	**$549**
	General Office 200,001-400,000 sf	1,000 sf	$193	n/a	$24	$139	$129	n/a	n/a	$2,238	**$2,699**	**$1,309**	**$2,584**	**$461**
	General Office greater than 400,000 sf	1,000 sf	$175	n/a	$22	$126	$117	n/a	n/a	$2,029	**$2,447**	**$1,187**	**$2,343**	**$418**
720	Medical Office/Clinic 10,000 sf or less	1,000 sf	$259	n/a	$33	$187	$173	n/a	n/a	$3,596	**$4,215**	**$2,018**	**$4,061**	**$619**
	Medical Office/Clinic greater than 10,000 sf	1,000 sf	$395	n/a	$50	$286	$264	n/a	n/a	$5,484	**$6,429**	**$3,077**	**$6,193**	**$945**
	RETAIL:													
820	Retail 100,000 sfgla or less	1,000 sfgla	$480	n/a	$61	$346	$320	n/a	n/a	$4,646	**$5,792**	**$2,851**	**$5,507**	**$1,146**
	Retail 100,001-200,000 sfgla	1,000 sfgla	$482	n/a	$61	$348	$321	n/a	n/a	$4,142	**$5,293**	**$2,632**	**$5,006**	**$1,151**
	Retail 200,001-400,000 sfgla	1,000 sfgla	$532	n/a	$67	$384	$355	n/a	n/a	$3,921	**$5,192**	**$2,619**	**$4,875**	**$1,271**
	Retail greater than 400,000 sfgla	1,000 sfgla	$555	n/a	$70	$400	$370	n/a	n/a	$3,872	**$5,197**	**$2,636**	**$4,867**	**$1,325**
841	New/Used Auto Sales	1,000 sf	$334	n/a	$42	$241	$223	n/a	n/a	$4,924	**$5,722**	**$2,728**	**$5,523**	**$798**
849	Tire Superstore	service bay	$305	n/a	$39	$220	$203	n/a	n/a	$5,545	**$6,273**	**$2,952**	**$6,092**	**$728**
850	**Supermarket**	1,000 sf	$466	n/a	$59	$336	$311	n/a	n/a	$5,763	**$6,876**	**$3,319**	**$6,599**	**$1,113**
851	Convenience Market (24 hour)	1,000 sf	$1,243	n/a	$158	$898	$829	n/a	n/a	$20,809	**$23,779**	**$11,245**	**$23,039**	**$2,970**
853	Convenience Market w/Gas Pumps	1,000 sf	$1,325	n/a	$168	$957	$884	n/a	n/a	$15,204	**$18,370**	**$8,916**	**$17,581**	**$3,166**
862	Home Improvement Superstore	1,000 sf	$411	n/a	$52	$297	$274	n/a	n/a	$2,392	**$3,374**	**$1,743**	**$3,129**	**$982**
880/881	Pharmacy/Drug Store with or w/o Drive-Thru	1,000 sf	$446	n/a	$56	$322	$297	n/a	n/a	$3,056	**$4,121**	**$2,093**	**$3,855**	**$1,065**
890	Furniture Store	1,000 sf	$52	n/a	$7	$38	$35	n/a	n/a	$797	**$922**	**$439**	**$891**	**$125**
911	Bank/Savings Walk-In	1,000 sf	$507	n/a	$64	$366	$338	n/a	n/a	$6,652	**$7,863**	**$3,778**	**$7,561**	**$1,211**
912	Bank/Savings Drive-In	1,000 sf	$518	n/a	$66	$374	$346	n/a	n/a	$8,738	**$9,976**	**$4,716**	**$9,668**	**$1,238**
931	Quality Restaurant	1,000 sf	$1,550	n/a	$197	$1,119	$1,034	n/a	n/a	$10,823	**$14,526**	**$7,367**	**$13,604**	**$3,703**
932	**High-Turnover Restaurant**	1,000 sf	$1,541	n/a	$195	$1,113	$1,028	n/a	n/a	$12,951	**$16,633**	**$8,288**	**$15,715**	**$3,682**
934	Fast Food Restaurant w/Drive-Thru	1,000 sf	$2,023	n/a	$256	$1,460	$1,349	n/a	n/a	$29,038	**$33,870**	**$16,175**	**$32,666**	**$4,832**
940	Bread/Donut/Bagel Shop w/Drive-Thru	1,000 sf	$1,318	n/a	$167	$952	$879	n/a	n/a	$12,993	**$16,142**	**$7,931**	**$15,357**	**$3,149**
944/946	**Gasoline/Service Station with or w/o Car Wash**	fuel pos.	$434	n/a	$55	$313	$290	n/a	n/a	$3,261	**$4,298**	**$2,165**	**$4,040**	**$1,037**
947	Self-Service Car Wash	service bay	$198	n/a	$25	$143	$132	n/a	n/a	$3,128	**$3,601**	**$1,709**	**$3,483**	**$473**
n/a	Convenience/Gasoline/Fast Food	1,000 sf	$1,625	n/a	$206	$1,173	$1,084	n/a	n/a	$40,641	**$44,523**	**$20,613**	**$43,556**	**$3,882**
	INDUSTRIAL:													
110	General Light Industrial	1,000 sf	$157	n/a	$20	$113	$105	n/a	n/a	$1,658	**$2,033**	**$994**	**$1,940**	**$375**
120	General Heavy Industrial	1,000 sf	$111	n/a	$14	$80	$74	n/a	n/a	$356	**$621**	**$343**	**$555**	**$265**
140	Manufacturing	1,000 sf	$114	n/a	$14	$82	$76	n/a	n/a	$905	**$1,177**	**$589**	**$1,109**	**$272**
150	Warehousing	1,000 sf	$64	n/a	$8	$46	$42	n/a	n/a	$842	**$994**	**$477**	**$956**	**$152**
151	Mini-Warehouse	1,000 sf	$14	n/a	$2	$10	$9	n/a	n/a	$304	**$337**	**$157**	**$329**	**$33**

All fees include a 2.46% administrative fee

Impact fees at 50% of technical report (no indexing)

ITE LUC	Land Use	Unit	Public Buildings	Library	Fire/EMS		Law Enforcement/ Correctional Facilities	Parks & Recreation		Transportation	Total Payable			
					EMS Only	Fire and EMS		Regional/Specialty	Community & Regional/Specialty		Unincorporated Charlotte	City of Punta Gorda*	Englewood Fire District**	Babcock DRI***
	Adoption %:		50%	50%	50%	50%	50%	50%	50%	50%				
	RESIDENTIAL:													
210	Single Family (Detached)	du	$370	$80	$47	$282	$246	$215	$388	$2,987	**$4,353**	**$2,230**	**$4,118**	**$1,366**
220	Multi-Family (Apartment)	du	$195	$42	$25	$150	$130	$114	$206	$1,931	**$2,654**	**$1,334**	**$2,529**	**$723**
230	Condo/Townhouse (Attached Housing Unit)	du	$195	$42	$25	$150	$130	$114	$206	$1,687	**$2,410**	**$1,226**	**$2,285**	**$723**
240	Mobile Home	du	$200	$43	$25	$154	$134	$117	$209	$2,987	**$3,727**	**$1,811**	**$3,598**	**$740**
	Mobile Home Park	du	$200	$43	$25	$154	$134	$117	$209	$1,096	**$1,836**	**$978**	**$1,707**	**$740**
253	Congregate Care Facility	du	$216	n/a	$27	$162	$144	n/a	n/a	$283	**$805**	**$487**	**$670**	**$522**
	LODGING:													
310	Hotel	room	$143	n/a	$18	$103	$95	$73	$131	$1,518	**$1,990**	**$981**	**$1,905**	**$472**
320	Motel	room	$133	n/a	$17	$96	$89	$73	$131	$1,075	**$1,524**	**$770**	**$1,445**	**$449**
	RECREATIONAL:													
416	RV Park	site	$130	n/a	$16	$94	$87	n/a	n/a	$426	**$737**	**$406**	**$659**	**$311**
420	Marina	boat berth	$49	n/a	$6	$36	$33	n/a	n/a	$1,016	**$1,134**	**$529**	**$1,104**	**$118**
430	Golf Course	hole	$281	n/a	$36	$203	$187	n/a	n/a	$12,311	**$12,982**	**$5,889**	**$12,815**	**$671**
444	Movie Theater w/Matinee	1,000 sf	$1,556	n/a	$197	$1,123	$1,038	n/a	n/a	$11,471	**$15,188**	**$7,662**	**$14,262**	**$3,717**
492	Health/Fitness Club	1,000 sf	$804	n/a	$102	$580	$536	n/a	n/a	$9,150	**$11,070**	**$5,377**	**$10,592**	**$1,920**
	INSTITUTIONS:													
520	Elementary School (Private)	student	$16	n/a	$2	$11	$10	n/a	n/a	$256	**$293**	**$139**	**$284**	**$37**
522	Middle School (Private)	student	$18	n/a	$2	$13	$12	n/a	n/a	$358	**$401**	**$187**	**$390**	**$43**
530	High School (Private)	student	$21	n/a	$3	$15	$14	n/a	n/a	$377	**$427**	**$202**	**$415**	**$50**
540	Univ./Jr. College (7,500 or fewer students)(Private)	student	$26	n/a	$3	$19	$17	n/a	n/a	$693	**$755**	**$348**	**$739**	**$62**
550	Univ./Jr. College (more than 7,500 students)(Private)	student	$18	n/a	$2	$13	$12	n/a	n/a	$517	**$560**	**$257**	**$549**	**$43**
560	Church	1,000 sf	$133	n/a	$17	$96	$89	n/a	n/a	$1,816	**$2,134**	**$1,023**	**$2,055**	**$318**
565	Day Care	1,000 sf	$232	n/a	$29	$167	$154	n/a	n/a	$5,823	**$6,376**	**$2,951**	**$6,238**	**$553**
610	Hospital	1,000 sf	$356	n/a	$45	$257	$238	n/a	n/a	$3,891	**$4,742**	**$2,311**	**$4,530**	**$851**
620	Nursing Home	1,000 sf	$448	n/a	$57	$323	$298	n/a	n/a	$975	**$2,044**	**$1,181**	**$1,778**	**$1,069**
	OFFICE:													
710	General Office 100,000 sf or less	1,000 sf	$310	n/a	$39	$224	$207	n/a	n/a	$3,570	**$4,311**	**$2,092**	**$4,126**	**$741**
	General Office 100,001-200,000 sf	1,000 sf	$263	n/a	$33	$190	$175	n/a	n/a	$3,023	**$3,651**	**$1,771**	**$3,494**	**$628**
	General Office 200,001-400,000 sf	1,000 sf	$221	n/a	$28	$160	$148	n/a	n/a	$2,563	**$3,092**	**$1,500**	**$2,960**	**$529**
	General Office greater than 400,000 sf	1,000 sf	$200	n/a	$25	$145	$134	n/a	n/a	$2,323	**$2,802**	**$1,358**	**$2,682**	**$479**
720	Medical Office/Clinic 10,000 sf or less	1,000 sf	$297	n/a	$38	$214	$198	n/a	n/a	$4,117	**$4,826**	**$2,311**	**$4,650**	**$709**
	Medical Office/Clinic greater than 10,000 sf	1,000 sf	$453	n/a	$57	$327	$302	n/a	n/a	$6,278	**$7,360**	**$3,523**	**$7,090**	**$1,082**
	RETAIL:													
820	Retail 100,000 sfgla or less	1,000 sfgla	$549	n/a	$70	$396	$366	n/a	n/a	$5,319	**$6,630**	**$3,263**	**$6,304**	**$1,311**
	Retail 100,001-200,000 sfgla	1,000 sfgla	$552	n/a	$70	$398	$368	n/a	n/a	$4,742	**$6,060**	**$3,014**	**$5,732**	**$1,318**
	Retail 200,001-400,000 sfgla	1,000 sfgla	$609	n/a	$77	$440	$406	n/a	n/a	$4,489	**$5,944**	**$2,998**	**$5,581**	**$1,455**
	Retail greater than 400,000 sfgla	1,000 sfgla	$635	n/a	$81	$458	$423	n/a	n/a	$4,433	**$5,949**	**$3,018**	**$5,572**	**$1,516**
841	New/Used Auto Sales	1,000 sf	$383	n/a	$48	$276	$255	n/a	n/a	$5,637	**$6,551**	**$3,123**	**$6,323**	**$914**
849	Tire Superstore	service bay	$349	n/a	$44	$252	$233	n/a	n/a	$6,348	**$7,182**	**$3,380**	**$6,974**	**$834**
850	**Supermarket**	1,000 sf	$533	n/a	$68	$385	$356	n/a	n/a	$6,597	**$7,871**	**$3,799**	**$7,554**	**$1,274**
851	Convenience Market (24 hour)	1,000 sf	$1,423	n/a	$180	$1,028	$949	n/a	n/a	$23,823	**$27,223**	**$12,873**	**$26,375**	**$3,400**
853	Convenience Market w/Gas Pumps	1,000 sf	$1,517	n/a	$192	$1,095	$1,012	n/a	n/a	$17,406	**$21,030**	**$10,208**	**$20,127**	**$3,624**
862	Home Improvement Superstore	1,000 sf	$471	n/a	$60	$340	$314	n/a	n/a	$2,739	**$3,864**	**$1,997**	**$3,584**	**$1,125**
880/881	Pharmacy/Drug Store with or w/o Drive-Thru	1,000 sf	$510	n/a	$65	$368	$340	n/a	n/a	$3,498	**$4,716**	**$2,396**	**$4,413**	**$1,218**
890	Furniture Store	1,000 sf	$60	n/a	$8	$43	$40	n/a	n/a	$912	**$1,055**	**$502**	**$1,020**	**$143**
911	Bank/Savings Walk-In	1,000 sf	$580	n/a	$74	$419	$387	n/a	n/a	$7,616	**$9,002**	**$4,326**	**$8,657**	**$1,386**
912	Bank/Savings Drive-In	1,000 sf	$593	n/a	$75	$428	$396	n/a	n/a	$10,003	**$11,420**	**$5,398**	**$11,067**	**$1,417**
931	Quality Restaurant	1,000 sf	$1,775	n/a	$225	$1,281	$1,184	n/a	n/a	$12,390	**$16,630**	**$8,434**	**$15,574**	**$4,240**
932	**High-Turnover Restaurant**	1,000 sf	$1,764	n/a	$224	$1,274	$1,177	n/a	n/a	$14,827	**$19,042**	**$9,489**	**$17,992**	**$4,215**
934	Fast Food Restaurant w/Drive-Thru	1,000 sf	$2,316	n/a	$294	$1,672	$1,545	n/a	n/a	$33,243	**$38,776**	**$18,519**	**$37,398**	**$5,533**
940	Bread/Donut/Bagel Shop w/Drive-Thru	1,000 sf	$1,509	n/a	$191	$1,090	$1,007	n/a	n/a	$14,875	**$18,481**	**$9,081**	**$17,582**	**$3,606**
944/946	**Gasoline/Service Station with or w/o Car Wash**	fuel pos.	$497	n/a	$63	$359	$331	n/a	n/a	$3,734	**$4,921**	**$2,478**	**$4,625**	**$1,187**
947	Self-Service Car Wash	service bay	$226	n/a	$29	$163	$151	n/a	n/a	$3,581	**$4,121**	**$1,956**	**$3,987**	**$540**
n/a	Convenience/Gasoline/Fast Food	1,000 sf	$1,861	n/a	$236	$1,343	$1,241	n/a	n/a	$46,528	**$50,973**	**$23,599**	**$49,866**	**$4,445**
	INDUSTRIAL:													
110	General Light Industrial	1,000 sf	$180	n/a	$23	$130	$120	n/a	n/a	$1,898	**$2,328**	**$1,138**	**$2,221**	**$430**
120	General Heavy Industrial	1,000 sf	$128	n/a	$16	$92	$85	n/a	n/a	$407	**$712**	**$394**	**$636**	**$305**
140	Manufacturing	1,000 sf	$130	n/a	$16	$94	$87	n/a	n/a	$1,036	**$1,347**	**$674**	**$1,269**	**$311**
150	Warehousing	1,000 sf	$73	n/a	$9	$53	$49	n/a	n/a	$964	**$1,139**	**$547**	**$1,095**	**$175**
151	Mini-Warehouse	1,000 sf	$16	n/a	$2	$11	$10	n/a	n/a	$348	**$385**	**$179**	**$376**	**$37**

All fees include a 2.46% administrative fee

* County fees payable in the City of Punta Gorda are set out in Charlotte County Ordinance Sec.3-3.5-5(d) and will be collected by the City of Punta Gorda. Additional fees assessed by the City of Punta Gorda will apply

** County fees payable within the limits of the Englewood Fire Districtare set out in Charlotte County Ordinance Sec. 3-3.5-5(e). Fire impact fees are paid directly to the Englewood Fire District. For more information, please contact them directly on 941.474.3311 or visit thier website at www.englewood-fire.com. A receipt confirming payment of the Englewood Fire District impact fee will be required as part of your permit application.

***County fees payable within the limits of Babcock Ranch are set out in Charlotte County Ordinance Sec.3-3.5-5(f). Transportation fees are not assessed within Babcock Ranch.

Impact fees at 60% of technical report (no indexing)

ITE LUC	Land Use	Unit	Public Buildings	Library	Fire/EMS		Law Enforcement/ Correctional Facilities	Parks & Recreation		Transportation	Total Payable			
					EMS Only	Fire and EMS		Regional/Specialty	Community & Regional/Specialty		Unincorporated Charlotte	City of Punta Gorda*	Englewood Fire District**	Babcock DRI***
	Adoption %:		60%	60%	60%	60%	60%	60%	60%	60%				
	RESIDENTIAL:													
210	Single Family (Detached)	du	$443	$96	$56	$339	$296	$257	$465	$3,584	**$5,223**	**$2,675**	**$4,940**	**$1,639**
220	Multi-Family (Apartment)	du	$234	$51	$30	$180	$156	$136	$247	$2,317	**$3,185**	**$1,600**	**$3,035**	**$868**
230	Condo/Townhouse (Attached Housing Unit)	du	$234	$51	$30	$180	$156	$136	$247	$2,024	**$2,892**	**$1,471**	**$2,742**	**$868**
240	Mobile Home	du	$240	$52	$30	$185	$160	$140	$251	$3,584	**$4,472**	**$2,172**	**$4,317**	**$888**
	Mobile Home Park	du	$240	$52	$30	$185	$160	$140	$251	$1,316	**$2,204**	**$1,174**	**$2,049**	**$888**
253	Congregate Care Facility	du	$259	n/a	$33	$195	$173	n/a	n/a	$340	**$967**	**$585**	**$805**	**$627**
	LODGING:													
310	Hotel	room	$172	n/a	$22	$124	$115	$88	$158	$1,822	**$2,391**	**$1,179**	**$2,289**	**$569**
320	Motel	room	$159	n/a	$20	$115	$106	$88	$158	$1,290	**$1,828**	**$923**	**$1,733**	**$538**
	RECREATIONAL:													
416	RV Park	site	$156	n/a	$20	$113	$104	n/a	n/a	$511	**$884**	**$487**	**$791**	**$373**
420	Marina	boat berth	$59	n/a	$8	$43	$40	n/a	n/a	$1,220	**$1,362**	**$637**	**$1,327**	**$142**
430	Golf Course	hole	$337	n/a	$43	$243	$225	n/a	n/a	$14,773	**$15,578**	**$7,067**	**$15,378**	**$805**
444	Movie Theater w/Matinee	1,000 sf	$1,867	n/a	$237	$1,348	$1,245	n/a	n/a	$13,765	**$18,225**	**$9,194**	**$17,114**	**$4,460**
492	Health/Fitness Club	1,000 sf	$965	n/a	$122	$697	$643	n/a	n/a	$10,980	**$13,285**	**$6,452**	**$12,710**	**$2,305**
	INSTITUTIONS:													
520	Elementary School (Private)	student	$19	n/a	$2	$14	$12	n/a	n/a	$307	**$352**	**$166**	**$340**	**$45**
522	Middle School (Private)	student	$22	n/a	$3	$16	$15	n/a	n/a	$430	**$483**	**$227**	**$470**	**$53**
530	High School (Private)	student	$25	n/a	$3	$18	$17	n/a	n/a	$452	**$512**	**$241**	**$497**	**$60**
540	Univ./Jr. College (7,500 or fewer students)(Private)	student	$31	n/a	$4	$23	$21	n/a	n/a	$831	**$906**	**$418**	**$887**	**$75**
550	Univ./Jr. College (more than 7,500 students)(Private)	student	$22	n/a	$3	$16	$15	n/a	n/a	$620	**$673**	**$310**	**$660**	**$53**
560	Church	1,000 sf	$159	n/a	$20	$115	$106	n/a	n/a	$2,179	**$2,559**	**$1,226**	**$2,464**	**$380**
565	Day Care	1,000 sf	$278	n/a	$35	$201	$185	n/a	n/a	$6,987	**$7,651**	**$3,541**	**$7,485**	**$664**
610	Hospital	1,000 sf	$428	n/a	$54	$309	$285	n/a	n/a	$4,670	**$5,692**	**$2,773**	**$5,437**	**$1,022**
620	Nursing Home	1,000 sf	$537	n/a	$68	$388	$358	n/a	n/a	$1,170	**$2,453**	**$1,417**	**$2,133**	**$1,283**
	OFFICE:													
710	General Office 100,000 sf or less	1,000 sf	$372	n/a	$47	$268	$248	n/a	n/a	$4,284	**$5,172**	**$2,510**	**$4,951**	**$888**
	General Office 100,001-200,000 sf	1,000 sf	$315	n/a	$40	$228	$210	n/a	n/a	$3,628	**$4,381**	**$2,126**	**$4,193**	**$753**
	General Office 200,001-400,000 sf	1,000 sf	$265	n/a	$34	$192	$177	n/a	n/a	$3,075	**$3,709**	**$1,799**	**$3,551**	**$634**
	General Office greater than 400,000 sf	1,000 sf	$240	n/a	$30	$174	$160	n/a	n/a	$2,788	**$3,362**	**$1,630**	**$3,218**	**$574**
720	Medical Office/Clinic 10,000 sf or less	1,000 sf	$356	n/a	$45	$257	$237	n/a	n/a	$4,940	**$5,790**	**$2,771**	**$5,578**	**$850**
	Medical Office/Clinic greater than 10,000 sf	1,000 sf	$543	n/a	$69	$392	$362	n/a	n/a	$7,534	**$8,831**	**$4,227**	**$8,508**	**$1,297**
	RETAIL:													
820	Retail 100,000 sfgla or less	1,000 sfgla	$659	n/a	$84	$476	$439	n/a	n/a	$6,383	**$7,957**	**$3,916**	**$7,565**	**$1,574**
	Retail 100,001-200,000 sfgla	1,000 sfgla	$662	n/a	$84	$478	$441	n/a	n/a	$5,690	**$7,271**	**$3,616**	**$6,877**	**$1,581**
	Retail 200,001-400,000 sfgla	1,000 sfgla	$731	n/a	$93	$528	$487	n/a	n/a	$5,387	**$7,133**	**$3,598**	**$6,698**	**$1,746**
	Retail greater than 400,000 sfgla	1,000 sfgla	$762	n/a	$97	$550	$508	n/a	n/a	$5,320	**$7,140**	**$3,621**	**$6,687**	**$1,820**
841	New/Used Auto Sales	1,000 sf	$459	n/a	$58	$331	$306	n/a	n/a	$6,765	**$7,861**	**$3,748**	**$7,588**	**$1,096**
849	Tire Superstore	service bay	$418	n/a	$53	$302	$279	n/a	n/a	$7,617	**$8,616**	**$4,054**	**$8,367**	**$999**
850	**Supermarket**	1,000 sf	$640	n/a	$81	$462	$427	n/a	n/a	$7,917	**$9,446**	**$4,559**	**$9,065**	**$1,529**
851	Convenience Market (24 hour)	1,000 sf	$1,708	n/a	$217	$1,233	$1,139	n/a	n/a	$28,588	**$32,668**	**$15,449**	**$31,652**	**$4,080**
853	Convenience Market w/Gas Pumps	1,000 sf	$1,820	n/a	$231	$1,314	$1,214	n/a	n/a	$20,888	**$25,236**	**$12,249**	**$24,153**	**$4,348**
862	Home Improvement Superstore	1,000 sf	$565	n/a	$72	$408	$377	n/a	n/a	$3,287	**$4,637**	**$2,396**	**$4,301**	**$1,350**
880/881	Pharmacy/Drug Store with or w/o Drive-Thru	1,000 sf	$612	n/a	$78	$442	$408	n/a	n/a	$4,198	**$5,660**	**$2,876**	**$5,296**	**$1,462**
890	Furniture Store	1,000 sf	$72	n/a	$9	$52	$48	n/a	n/a	$1,094	**$1,266**	**$602**	**$1,223**	**$172**
911	Bank/Savings Walk-In	1,000 sf	$696	n/a	$88	$503	$464	n/a	n/a	$9,139	**$10,802**	**$5,190**	**$10,387**	**$1,663**
912	Bank/Savings Drive-In	1,000 sf	$712	n/a	$90	$514	$475	n/a	n/a	$12,004	**$13,705**	**$6,478**	**$13,281**	**$1,701**
931	Quality Restaurant	1,000 sf	$2,130	n/a	$270	$1,537	$1,420	n/a	n/a	$14,869	**$19,956**	**$10,121**	**$18,689**	**$5,087**
932	**High-Turnover Restaurant**	1,000 sf	$2,117	n/a	$268	$1,528	$1,412	n/a	n/a	$17,793	**$22,850**	**$11,386**	**$21,590**	**$5,057**
934	Fast Food Restaurant w/Drive-Thru	1,000 sf	$2,779	n/a	$352	$2,006	$1,853	n/a	n/a	$39,892	**$46,530**	**$22,221**	**$44,876**	**$6,638**
940	Bread/Donut/Bagel Shop w/Drive-Thru	1,000 sf	$1,811	n/a	$230	$1,307	$1,208	n/a	n/a	$17,850	**$22,176**	**$10,898**	**$21,099**	**$4,326**
944/946	**Gasoline/Service Station with or w/o Car Wash**	fuel pos.	$596	n/a	$76	$431	$398	n/a	n/a	$4,480	**$5,905**	**$2,974**	**$5,550**	**$1,425**
947	Self-Service Car Wash	service bay	$272	n/a	$34	$196	$181	n/a	n/a	$4,297	**$4,946**	**$2,347**	**$4,784**	**$649**
n/a	Convenience/Gasoline/Fast Food	1,000 sf	$2,233	n/a	$283	$1,612	$1,489	n/a	n/a	$55,834	**$61,168**	**$28,319**	**$59,839**	**$5,334**
	INDUSTRIAL:													
110	General Light Industrial	1,000 sf	$215	n/a	$27	$156	$144	n/a	n/a	$2,277	**$2,792**	**$1,363**	**$2,663**	**$515**
120	General Heavy Industrial	1,000 sf	$153	n/a	$19	$110	$102	n/a	n/a	$489	**$854**	**$472**	**$763**	**$365**
140	Manufacturing	1,000 sf	$156	n/a	$20	$113	$104	n/a	n/a	$1,243	**$1,616**	**$809**	**$1,523**	**$373**
150	Warehousing	1,000 sf	$87	n/a	$11	$63	$58	n/a	n/a	$1,157	**$1,365**	**$655**	**$1,313**	**$208**
151	Mini-Warehouse	1,000 sf	$19	n/a	$2	$14	$12	n/a	n/a	$417	**$462**	**$214**	**$450**	**$45**

All fees include a 2.46% administrative fee

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** County fees payable within the limits of the Englewood Fire Districtare set out in Charlotte County Ordinance Sec. 3-3.5-5(e). Fire impact fees are paid directly to the Englewood Fire District. For more information, please contact them directly on 941.474.3311 or visit thier website at www.englewood-fire.com. A receipt confirming payment of the Englewood Fire District impact fee will be required as part of your permit application.

***County fees payable within the limits of Babcock Ranch are set out in Charlotte County Ordinance Sec.3-3.5-5(f). Transportation fees are not assessed within Babcock Ranch.

Impact fees at 70% of technical report (no indexing)

ITE LUC	Land Use	Unit	Public Buildings	Library	Fire/EMS		Law Enforcement/ Correctional Facilities	Parks & Recreation		Transportation	Total Payable			
					EMS Only	Fire and EMS		Regional/Specialty	Community & Regional/Specialty		Unincorporated Charlotte	City of Punta Gorda*	Englewood Fire District**	Babcock DRI***
	Adoption %:		70%	70%	70%	70%	70%	70%	70%	70%				
	RESIDENTIAL:													
210	Single Family (Detached)	du	$517	$111	$66	$395	$345	$300	$543	$4,181	**$6,092**	**$3,120**	**$5,763**	**$1,911**
220	Multi-Family (Apartment)	du	$273	$59	$35	$210	$182	$159	$288	$2,703	**$3,715**	**$1,866**	**$3,540**	**$1,012**
230	Condo/Townhouse (Attached Housing Unit)	du	$273	$59	$35	$210	$182	$159	$288	$2,362	**$3,374**	**$1,716**	**$3,199**	**$1,012**
240	Mobile Home	du	$281	$61	$36	$216	$187	$164	$292	$4,181	**$5,218**	**$2,537**	**$5,038**	**$1,037**
	Mobile Home Park	du	$281	$61	$36	$216	$187	$164	$292	$1,535	**$2,572**	**$1,373**	**$2,392**	**$1,037**
253	Congregate Care Facility	du	$302	n/a	$38	$227	$202	n/a	n/a	$397	**$1,128**	**$682**	**$939**	**$731**
	LODGING:													
310	Hotel	room	$200	n/a	$25	$145	$134	$102	$184	$2,126	**$2,789**	**$1,374**	**$2,669**	**$663**
320	Motel	room	$186	n/a	$24	$134	$124	$102	$184	$1,505	**$2,133**	**$1,077**	**$2,023**	**$628**
	RECREATIONAL:													
416	RV Park	site	$182	n/a	$23	$132	$121	n/a	n/a	$597	**$1,032**	**$568**	**$923**	**$435**
420	Marina	boat berth	$69	n/a	$9	$50	$46	n/a	n/a	$1,423	**$1,588**	**$742**	**$1,547**	**$165**
430	Golf Course	hole	$393	n/a	$50	$284	$262	n/a	n/a	$17,235	**$18,174**	**$8,244**	**$17,940**	**$939**
444	Movie Theater w/Matinee	1,000 sf	$2,179	n/a	$276	$1,573	$1,453	n/a	n/a	$16,059	**$21,264**	**$10,727**	**$19,967**	**$5,205**
492	Health/Fitness Club	1,000 sf	$1,126	n/a	$143	$813	$751	n/a	n/a	$12,810	**$15,500**	**$7,529**	**$14,830**	**$2,690**
	INSTITUTIONS:													
520	Elementary School (Private)	student	$22	n/a	$3	$16	$15	n/a	n/a	$359	**$412**	**$195**	**$399**	**$53**
522	Middle School (Private)	student	$26	n/a	$3	$18	$17	n/a	n/a	$501	**$562**	**$264**	**$547**	**$61**
530	High School (Private)	student	$29	n/a	$4	$21	$19	n/a	n/a	$528	**$597**	**$281**	**$580**	**$69**
540	Univ./Jr. College (7,500 or fewer students)(Private)	student	$36	n/a	$5	$26	$24	n/a	n/a	$970	**$1,056**	**$488**	**$1,035**	**$86**
550	Univ./Jr. College (more than 7,500 students)(Private)	student	$26	n/a	$3	$18	$17	n/a	n/a	$724	**$785**	**$362**	**$770**	**$61**
560	Church	1,000 sf	$186	n/a	$24	$134	$124	n/a	n/a	$2,543	**$2,987**	**$1,432**	**$2,877**	**$444**
565	Day Care	1,000 sf	$324	n/a	$41	$234	$216	n/a	n/a	$8,152	**$8,926**	**$4,131**	**$8,733**	**$774**
610	Hospital	1,000 sf	$499	n/a	$63	$360	$333	n/a	n/a	$5,448	**$6,640**	**$3,236**	**$6,343**	**$1,192**
620	Nursing Home	1,000 sf	$627	n/a	$79	$452	$418	n/a	n/a	$1,365	**$2,862**	**$1,654**	**$2,489**	**$1,497**
	OFFICE:													
710	General Office 100,000 sf or less	1,000 sf	$434	n/a	$55	$313	$289	n/a	n/a	$4,998	**$6,034**	**$2,928**	**$5,776**	**$1,036**
	General Office 100,001-200,000 sf	1,000 sf	$368	n/a	$47	$266	$245	n/a	n/a	$4,232	**$5,111**	**$2,480**	**$4,892**	**$879**
	General Office 200,001-400,000 sf	1,000 sf	$310	n/a	$39	$224	$207	n/a	n/a	$3,588	**$4,329**	**$2,100**	**$4,144**	**$741**
	General Office greater than 400,000 sf	1,000 sf	$281	n/a	$36	$203	$187	n/a	n/a	$3,253	**$3,924**	**$1,904**	**$3,757**	**$671**
720	Medical Office/Clinic 10,000 sf or less	1,000 sf	$415	n/a	$53	$300	$277	n/a	n/a	$5,764	**$6,756**	**$3,234**	**$6,509**	**$992**
	Medical Office/Clinic greater than 10,000 sf	1,000 sf	$634	n/a	$80	$458	$423	n/a	n/a	$8,790	**$10,305**	**$4,933**	**$9,927**	**$1,515**
	RETAIL:													
820	Retail 100,000 sfgla or less	1,000 sfgla	$769	n/a	$97	$555	$513	n/a	n/a	$7,447	**$9,284**	**$4,568**	**$8,826**	**$1,837**
	Retail 100,001-200,000 sfgla	1,000 sfgla	$772	n/a	$98	$558	$515	n/a	n/a	$6,639	**$8,484**	**$4,219**	**$8,024**	**$1,845**
	Retail 200,001-400,000 sfgla	1,000 sfgla	$852	n/a	$108	$615	$569	n/a	n/a	$6,284	**$8,320**	**$4,197**	**$7,813**	**$2,036**
	Retail greater than 400,000 sfgla	1,000 sfgla	$889	n/a	$113	$642	$593	n/a	n/a	$6,206	**$8,330**	**$4,225**	**$7,801**	**$2,124**
841	New/Used Auto Sales	1,000 sf	$536	n/a	$68	$387	$357	n/a	n/a	$7,892	**$9,172**	**$4,373**	**$8,853**	**$1,280**
849	Tire Superstore	service bay	$488	n/a	$62	$352	$326	n/a	n/a	$8,887	**$10,053**	**$4,731**	**$9,763**	**$1,166**
850	**Supermarket**	1,000 sf	$747	n/a	$95	$539	$498	n/a	n/a	$9,236	**$11,020**	**$5,319**	**$10,576**	**$1,784**
851	Convenience Market (24 hour)	1,000 sf	$1,993	n/a	$253	$1,439	$1,329	n/a	n/a	$33,352	**$38,113**	**$18,024**	**$36,927**	**$4,761**
853	Convenience Market w/Gas Pumps	1,000 sf	$2,124	n/a	$269	$1,533	$1,416	n/a	n/a	$24,369	**$29,442**	**$14,291**	**$28,178**	**$5,073**
862	Home Improvement Superstore	1,000 sf	$659	n/a	$84	$476	$440	n/a	n/a	$3,834	**$5,409**	**$2,795**	**$5,017**	**$1,575**
880/881	Pharmacy/Drug Store with or w/o Drive-Thru	1,000 sf	$714	n/a	$91	$515	$476	n/a	n/a	$4,898	**$6,603**	**$3,355**	**$6,179**	**$1,705**
890	Furniture Store	1,000 sf	$84	n/a	$11	$60	$56	n/a	n/a	$1,277	**$1,477**	**$703**	**$1,428**	**$200**
911	Bank/Savings Walk-In	1,000 sf	$812	n/a	$103	$586	$542	n/a	n/a	$10,662	**$12,602**	**$6,056**	**$12,119**	**$1,940**
912	Bank/Savings Drive-In	1,000 sf	$831	n/a	$105	$600	$554	n/a	n/a	$14,004	**$15,989**	**$7,558**	**$15,494**	**$1,985**
931	Quality Restaurant	1,000 sf	$2,485	n/a	$315	$1,794	$1,657	n/a	n/a	$17,347	**$23,283**	**$11,808**	**$21,804**	**$5,936**
932	**High-Turnover Restaurant**	1,000 sf	$2,470	n/a	$313	$1,783	$1,647	n/a	n/a	$20,758	**$26,658**	**$13,284**	**$25,188**	**$5,900**
934	Fast Food Restaurant w/Drive-Thru	1,000 sf	$3,242	n/a	$411	$2,341	$2,162	n/a	n/a	$46,540	**$54,285**	**$25,925**	**$52,355**	**$7,745**
940	Bread/Donut/Bagel Shop w/Drive-Thru	1,000 sf	$2,113	n/a	$268	$1,525	$1,409	n/a	n/a	$20,825	**$25,872**	**$12,713**	**$24,615**	**$5,047**
944/946	**Gasoline/Service Station with or w/o Car Wash**	fuel pos.	$696	n/a	$88	$502	$464	n/a	n/a	$5,227	**$6,889**	**$3,469**	**$6,475**	**$1,662**
947	Self-Service Car Wash	service bay	$317	n/a	$40	$229	$211	n/a	n/a	$5,013	**$5,770**	**$2,738**	**$5,581**	**$757**
n/a	Convenience/Gasoline/Fast Food	1,000 sf	$2,605	n/a	$330	$1,880	$1,737	n/a	n/a	$65,139	**$71,361**	**$33,038**	**$69,811**	**$6,222**
	INDUSTRIAL:													
110	General Light Industrial	1,000 sf	$251	n/a	$32	$181	$168	n/a	n/a	$2,657	**$3,257**	**$1,592**	**$3,108**	**$600**
120	General Heavy Industrial	1,000 sf	$179	n/a	$23	$129	$119	n/a	n/a	$570	**$997**	**$552**	**$891**	**$427**
140	Manufacturing	1,000 sf	$182	n/a	$23	$132	$121	n/a	n/a	$1,450	**$1,885**	**$943**	**$1,776**	**$435**
150	Warehousing	1,000 sf	$102	n/a	$13	$74	$68	n/a	n/a	$1,350	**$1,594**	**$765**	**$1,533**	**$244**
151	Mini-Warehouse	1,000 sf	$22	n/a	$3	$16	$15	n/a	n/a	$487	**$540**	**$252**	**$527**	**$53**

All fees include a 2.46% administrative fee

* County fees payable in the City of Punta Gorda are set out in Charlotte County Ordinance Sec.3-3.5-5(d) and will be collected by the City of Punta Gorda. Additional fees assessed by the City of Punta Gorda will apply

** County fees payable within the limits of the Englewood Fire Districtare set out in Charlotte County Ordinance Sec. 3-3.5-5(e). Fire impact fees are paid directly to the Englewood Fire District. For more information, please contact them directly on 941.474.3311 or visit thier website at www.englewood-fire.com. A receipt confirming payment of the Englewood Fire District impact fee will be required as part of your permit application.

***County fees payable within the limits of Babcock Ranch are set out in Charlotte County Ordinance Sec.3-3.5-5(f). Transportation fees are not assessed within Babcock Ranch.

Impact fees at 80% of technical report (no indexing)

ITE LUC	Land Use	Unit	Public Buildings	Library	Fire/EMS		Law Enforcement/ Correctional Facilities	Parks & Recreation		Transportation	Total Payable			
					EMS Only	Fire and EMS		Regional/Specialty	Community & Regional/Specialty		Unincorporated Charlotte	City of Punta Gorda*	Englewood Fire District**	Babcock DRI***
	Adoption %:		80%	80%	80%	80%	80%	80%	80%	80%				
	RESIDENTIAL:													
210	Single Family (Detached)	du	$591	$127	$75	$452	$394	$343	$621	$4,779	**$6,964**	**$3,566**	**$6,587**	**$2,185**
220	Multi-Family (Apartment)	du	$312	$68	$40	$240	$208	$182	$329	$3,089	**$4,246**	**$2,134**	**$4,046**	**$1,157**
230	Condo/Townhouse (Attached Housing Unit)	du	$312	$68	$40	$240	$208	$182	$329	$2,699	**$3,856**	**$1,962**	**$3,656**	**$1,157**
240	Mobile Home	du	$321	$69	$41	$246	$214	$187	$334	$4,779	**$5,963**	**$2,898**	**$5,758**	**$1,184**
	Mobile Home Park	du	$321	$69	$41	$246	$214	$187	$334	$1,754	**$2,938**	**$1,567**	**$2,733**	**$1,184**
253	Congregate Care Facility	du	$346	n/a	$44	$259	$230	n/a	n/a	$453	**$1,288**	**$780**	**$1,073**	**$835**
	LODGING:													
310	Hotel	room	$229	n/a	$29	$165	$153	$117	$210	$2,430	**$3,187**	**$1,571**	**$3,051**	**$757**
320	Motel	room	$212	n/a	$27	$153	$142	$117	$210	$1,721	**$2,438**	**$1,231**	**$2,312**	**$717**
	RECREATIONAL:													
416	RV Park	site	$208	n/a	$26	$150	$139	n/a	n/a	$682	**$1,179**	**$649**	**$1,055**	**$497**
420	Marina	boat berth	$79	n/a	$10	$57	$53	n/a	n/a	$1,626	**$1,815**	**$848**	**$1,768**	**$189**
430	Golf Course	hole	$450	n/a	$57	$325	$300	n/a	n/a	$19,697	**$20,772**	**$9,423**	**$20,504**	**$1,075**
444	Movie Theater w/Matinee	1,000 sf	$2,490	n/a	$316	$1,797	$1,660	n/a	n/a	$18,353	**$24,300**	**$12,259**	**$22,819**	**$5,947**
492	Health/Fitness Club	1,000 sf	$1,287	n/a	$163	$929	$858	n/a	n/a	$14,640	**$17,714**	**$8,604**	**$16,948**	**$3,074**
	INSTITUTIONS:													
520	Elementary School (Private)	student	$25	n/a	$3	$18	$17	n/a	n/a	$410	**$470**	**$223**	**$455**	**$60**
522	Middle School (Private)	student	$29	n/a	$4	$21	$19	n/a	n/a	$573	**$642**	**$301**	**$625**	**$69**
530	High School (Private)	student	$33	n/a	$4	$24	$22	n/a	n/a	$603	**$682**	**$321**	**$662**	**$79**
540	Univ./Jr. College (7,500 or fewer students)(Private)	student	$42	n/a	$5	$30	$28	n/a	n/a	$1,108	**$1,208**	**$558**	**$1,183**	**$100**
550	Univ./Jr. College (more than 7,500 students)(Private)	student	$29	n/a	$4	$21	$19	n/a	n/a	$827	**$896**	**$413**	**$879**	**$69**
560	Church	1,000 sf	$212	n/a	$27	$153	$142	n/a	n/a	$2,906	**$3,413**	**$1,636**	**$3,287**	**$507**
565	Day Care	1,000 sf	$371	n/a	$47	$268	$247	n/a	n/a	$9,316	**$10,202**	**$4,722**	**$9,981**	**$886**
610	Hospital	1,000 sf	$570	n/a	$72	$412	$380	n/a	n/a	$6,226	**$7,588**	**$3,697**	**$7,248**	**$1,362**
620	Nursing Home	1,000 sf	$716	n/a	$91	$517	$478	n/a	n/a	$1,560	**$3,271**	**$1,890**	**$2,845**	**$1,711**
	OFFICE:													
710	General Office 100,000 sf or less	1,000 sf	$495	n/a	$63	$358	$330	n/a	n/a	$5,712	**$6,895**	**$3,345**	**$6,600**	**$1,183**
	General Office 100,001-200,000 sf	1,000 sf	$421	n/a	$53	$304	$280	n/a	n/a	$4,837	**$5,842**	**$2,835**	**$5,591**	**$1,005**
	General Office 200,001-400,000 sf	1,000 sf	$354	n/a	$45	$255	$236	n/a	n/a	$4,100	**$4,945**	**$2,399**	**$4,735**	**$845**
	General Office greater than 400,000 sf	1,000 sf	$321	n/a	$41	$231	$214	n/a	n/a	$3,717	**$4,483**	**$2,175**	**$4,293**	**$766**
720	Medical Office/Clinic 10,000 sf or less	1,000 sf	$475	n/a	$60	$343	$317	n/a	n/a	$6,587	**$7,722**	**$3,696**	**$7,439**	**$1,135**
	Medical Office/Clinic greater than 10,000 sf	1,000 sf	$724	n/a	$92	$523	$483	n/a	n/a	$10,045	**$11,775**	**$5,637**	**$11,344**	**$1,730**
	RETAIL:													
820	Retail 100,000 sfgla or less	1,000 sfgla	$878	n/a	$111	$634	$586	n/a	n/a	$8,511	**$10,609**	**$5,220**	**$10,086**	**$2,098**
	Retail 100,001-200,000 sfgla	1,000 sfgla	$883	n/a	$112	$637	$589	n/a	n/a	$7,587	**$9,696**	**$4,822**	**$9,171**	**$2,109**
	Retail 200,001-400,000 sfgla	1,000 sfgla	$974	n/a	$124	$703	$650	n/a	n/a	$7,182	**$9,509**	**$4,798**	**$8,930**	**$2,327**
	Retail greater than 400,000 sfgla	1,000 sfgla	$1,016	n/a	$129	$733	$678	n/a	n/a	$7,093	**$9,520**	**$4,829**	**$8,916**	**$2,427**
841	New/Used Auto Sales	1,000 sf	$612	n/a	$78	$442	$408	n/a	n/a	$9,020	**$10,482**	**$4,997**	**$10,118**	**$1,462**
849	Tire Superstore	service bay	$558	n/a	$71	$403	$372	n/a	n/a	$10,157	**$11,490**	**$5,407**	**$11,158**	**$1,333**
850	**Supermarket**	1,000 sf	$854	n/a	$108	$616	$569	n/a	n/a	$10,556	**$12,595**	**$6,079**	**$12,087**	**$2,039**
851	Convenience Market (24 hour)	1,000 sf	$2,277	n/a	$289	$1,644	$1,519	n/a	n/a	$38,117	**$43,557**	**$20,598**	**$42,202**	**$5,440**
853	Convenience Market w/Gas Pumps	1,000 sf	$2,427	n/a	$308	$1,752	$1,619	n/a	n/a	$27,850	**$33,648**	**$16,333**	**$32,204**	**$5,798**
862	Home Improvement Superstore	1,000 sf	$754	n/a	$96	$544	$503	n/a	n/a	$4,382	**$6,183**	**$3,196**	**$5,735**	**$1,801**
880/881	Pharmacy/Drug Store with or w/o Drive-Thru	1,000 sf	$816	n/a	$103	$589	$544	n/a	n/a	$5,598	**$7,547**	**$3,834**	**$7,061**	**$1,949**
890	Furniture Store	1,000 sf	$96	n/a	$12	$69	$64	n/a	n/a	$1,459	**$1,688**	**$803**	**$1,631**	**$229**
911	Bank/Savings Walk-In	1,000 sf	$928	n/a	$118	$670	$619	n/a	n/a	$12,185	**$14,402**	**$6,921**	**$13,850**	**$2,217**
912	Bank/Savings Drive-In	1,000 sf	$949	n/a	$120	$685	$633	n/a	n/a	$16,005	**$18,272**	**$8,637**	**$17,707**	**$2,267**
931	Quality Restaurant	1,000 sf	$2,839	n/a	$360	$2,050	$1,894	n/a	n/a	$19,825	**$26,608**	**$13,494**	**$24,918**	**$6,783**
932	**High-Turnover Restaurant**	1,000 sf	$2,823	n/a	$358	$2,038	$1,883	n/a	n/a	$23,724	**$30,468**	**$15,182**	**$28,788**	**$6,744**
934	Fast Food Restaurant w/Drive-Thru	1,000 sf	$3,706	n/a	$470	$2,675	$2,471	n/a	n/a	$53,189	**$62,041**	**$29,630**	**$59,836**	**$8,852**
940	Bread/Donut/Bagel Shop w/Drive-Thru	1,000 sf	$2,415	n/a	$306	$1,743	$1,610	n/a	n/a	$23,800	**$29,568**	**$14,529**	**$28,131**	**$5,768**
944/946	**Gasoline/Service Station with or w/o Car Wash**	fuel pos.	$795	n/a	$101	$574	$530	n/a	n/a	$5,974	**$7,873**	**$3,964**	**$7,400**	**$1,899**
947	Self-Service Car Wash	service bay	$362	n/a	$46	$261	$242	n/a	n/a	$5,730	**$6,595**	**$3,130**	**$6,380**	**$865**
n/a	Convenience/Gasoline/Fast Food	1,000 sf	$2,977	n/a	$377	$2,149	$1,985	n/a	n/a	$74,445	**$81,556**	**$37,757**	**$79,784**	**$7,111**
	INDUSTRIAL:													
110	General Light Industrial	1,000 sf	$287	n/a	$36	$207	$192	n/a	n/a	$3,036	**$3,722**	**$1,818**	**$3,551**	**$686**
120	General Heavy Industrial	1,000 sf	$204	n/a	$26	$147	$136	n/a	n/a	$652	**$1,139**	**$630**	**$1,018**	**$487**
140	Manufacturing	1,000 sf	$208	n/a	$26	$150	$139	n/a	n/a	$1,657	**$2,154**	**$1,078**	**$2,030**	**$497**
150	Warehousing	1,000 sf	$117	n/a	$15	$84	$78	n/a	n/a	$1,543	**$1,822**	**$876**	**$1,753**	**$279**
151	Mini-Warehouse	1,000 sf	$25	n/a	$3	$18	$17	n/a	n/a	$557	**$617**	**$287**	**$602**	**$60**

All fees include a 2.46% administrative fee

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** County fees payable within the limits of the Englewood Fire Districtare set out in Charlotte County Ordinance Sec. 3-3.5-5(e). Fire impact fees are paid directly to the Englewood Fire District. For more information, please contact them directly on 941.474.3311 or visit thier website at www.englewood-fire.com. A receipt confirming payment of the Englewood Fire District impact fee will be required as part of your permit application.

***County fees payable within the limits of Babcock Ranch are set out in Charlotte County Ordinance Sec.3-3.5-5(f). Transportation fees are not assessed within Babcock Ranch.

Impact fees at 90% of technical report (no indexing)

ITE LUC	Land Use	Unit	Public Buildings	Library	Fire/EMS		Law Enforcement/ Correctional Facilities	Parks & Recreation		Transportation	Total Payable			
					EMS Only	Fire and EMS		Regional/Specialty	Community & Regional/Specialty		Unincorporated Charlotte	City of Punta Gorda*	Englewood Fire District**	Babcock DRI***
	Adoption %:		90%	90%	90%	90%	90%	90%	90%	90%				
	RESIDENTIAL:													
210	Single Family (Detached)	du	$665	$143	$84	$508	$444	$386	$698	$5,376	**$7,834**	**$4,012**	**$7,410**	**$2,458**
220	Multi-Family (Apartment)	du	$351	$76	$45	$270	$234	$205	$370	$3,476	**$4,777**	**$2,401**	**$4,552**	**$1,301**
230	Condo/Townhouse (Attached Housing Unit)	du	$351	$76	$45	$270	$234	$205	$370	$3,037	**$4,338**	**$2,208**	**$4,113**	**$1,301**
240	Mobile Home	du	$361	$78	$46	$277	$241	$210	$376	$5,376	**$6,709**	**$3,260**	**$6,478**	**$1,333**
	Mobile Home Park	du	$361	$78	$46	$277	$241	$210	$376	$1,973	**$3,306**	**$1,763**	**$3,075**	**$1,333**
253	Congregate Care Facility	du	$389	n/a	$49	$292	$259	n/a	n/a	$510	**$1,450**	**$877**	**$1,207**	**$940**
	LODGING:													
310	Hotel	room	$258	n/a	$33	$186	$172	$131	$236	$2,733	**$3,585**	**$1,767**	**$3,432**	**$852**
320	Motel	room	$239	n/a	$30	$172	$159	$131	$236	$1,936	**$2,742**	**$1,384**	**$2,600**	**$806**
	RECREATIONAL:													
416	RV Park	site	$234	n/a	$30	$169	$156	n/a	n/a	$767	**$1,326**	**$731**	**$1,187**	**$559**
420	Marina	boat berth	$89	n/a	$11	$64	$59	n/a	n/a	$1,830	**$2,042**	**$954**	**$1,989**	**$212**
430	Golf Course	hole	$506	n/a	$64	$365	$337	n/a	n/a	$22,159	**$23,367**	**$10,600**	**$23,066**	**$1,208**
444	Movie Theater w/Matinee	1,000 sf	$2,801	n/a	$355	$2,022	$1,868	n/a	n/a	$20,648	**$27,339**	**$13,792**	**$25,672**	**$6,691**
492	Health/Fitness Club	1,000 sf	$1,447	n/a	$184	$1,045	$965	n/a	n/a	$16,470	**$19,927**	**$9,679**	**$19,066**	**$3,457**
	INSTITUTIONS:													
520	Elementary School (Private)	student	$28	n/a	$4	$20	$19	n/a	n/a	$461	**$528**	**$251**	**$512**	**$67**
522	Middle School (Private)	student	$33	n/a	$4	$24	$22	n/a	n/a	$645	**$724**	**$339**	**$704**	**$79**
530	High School (Private)	student	$37	n/a	$5	$27	$25	n/a	n/a	$679	**$768**	**$362**	**$746**	**$89**
540	Univ./Jr. College (7,500 or fewer students)(Private)	student	$47	n/a	$6	$34	$31	n/a	n/a	$1,247	**$1,359**	**$627**	**$1,331**	**$112**
550	Univ./Jr. College (more than 7,500 students)(Private)	student	$33	n/a	$4	$24	$22	n/a	n/a	$930	**$1,009**	**$464**	**$989**	**$79**
560	Church	1,000 sf	$239	n/a	$30	$172	$159	n/a	n/a	$3,269	**$3,839**	**$1,839**	**$3,697**	**$570**
565	Day Care	1,000 sf	$417	n/a	$53	$301	$278	n/a	n/a	$10,481	**$11,477**	**$5,312**	**$11,229**	**$996**
610	Hospital	1,000 sf	$642	n/a	$81	$463	$428	n/a	n/a	$7,005	**$8,538**	**$4,160**	**$8,156**	**$1,533**
620	Nursing Home	1,000 sf	$806	n/a	$102	$582	$537	n/a	n/a	$1,755	**$3,680**	**$2,126**	**$3,200**	**$1,925**
	OFFICE:													
710	General Office 100,000 sf or less	1,000 sf	$557	n/a	$71	$402	$372	n/a	n/a	$6,425	**$7,756**	**$3,764**	**$7,425**	**$1,331**
	General Office 100,001-200,000 sf	1,000 sf	$473	n/a	$60	$342	$316	n/a	n/a	$5,442	**$6,573**	**$3,190**	**$6,291**	**$1,131**
	General Office 200,001-400,000 sf	1,000 sf	$398	n/a	$50	$287	$266	n/a	n/a	$4,613	**$5,564**	**$2,699**	**$5,327**	**$951**
	General Office greater than 400,000 sf	1,000 sf	$361	n/a	$46	$260	$241	n/a	n/a	$4,182	**$5,044**	**$2,447**	**$4,830**	**$862**
720	Medical Office/Clinic 10,000 sf or less	1,000 sf	$534	n/a	$68	$385	$356	n/a	n/a	$7,410	**$8,685**	**$4,158**	**$8,368**	**$1,275**
	Medical Office/Clinic greater than 10,000 sf	1,000 sf	$815	n/a	$103	$588	$544	n/a	n/a	$11,301	**$13,248**	**$6,342**	**$12,763**	**$1,947**
	RETAIL:													
820	Retail 100,000 sfgla or less	1,000 sfgla	$988	n/a	$125	$713	$659	n/a	n/a	$9,575	**$11,935**	**$5,873**	**$11,347**	**$2,360**
	Retail 100,001-200,000 sfgla	1,000 sfgla	$993	n/a	$126	$717	$662	n/a	n/a	$8,535	**$10,907**	**$5,424**	**$10,316**	**$2,372**
	Retail 200,001-400,000 sfgla	1,000 sfgla	$1,096	n/a	$139	$791	$731	n/a	n/a	$8,080	**$10,698**	**$5,397**	**$10,046**	**$2,618**
	Retail greater than 400,000 sfgla	1,000 sfgla	$1,143	n/a	$145	$825	$762	n/a	n/a	$7,979	**$10,709**	**$5,431**	**$10,029**	**$2,730**
841	New/Used Auto Sales	1,000 sf	$689	n/a	$87	$497	$459	n/a	n/a	$10,147	**$11,792**	**$5,622**	**$11,382**	**$1,645**
849	Tire Superstore	service bay	$628	n/a	$80	$453	$419	n/a	n/a	$11,426	**$12,926**	**$6,083**	**$12,553**	**$1,500**
850	**Supermarket**	1,000 sf	$960	n/a	$122	$693	$640	n/a	n/a	$11,875	**$14,168**	**$6,838**	**$13,597**	**$2,293**
851	Convenience Market (24 hour)	1,000 sf	$2,562	n/a	$325	$1,850	$1,709	n/a	n/a	$42,881	**$49,002**	**$23,173**	**$47,477**	**$6,121**
853	Convenience Market w/Gas Pumps	1,000 sf	$2,731	n/a	$346	$1,971	$1,821	n/a	n/a	$31,332	**$37,855**	**$18,375**	**$36,230**	**$6,523**
862	Home Improvement Superstore	1,000 sf	$848	n/a	$107	$612	$565	n/a	n/a	$4,930	**$6,955**	**$3,593**	**$6,450**	**$2,025**
880/881	Pharmacy/Drug Store with or w/o Drive-Thru	1,000 sf	$918	n/a	$116	$663	$612	n/a	n/a	$6,297	**$8,490**	**$4,313**	**$7,943**	**$2,193**
890	Furniture Store	1,000 sf	$108	n/a	$14	$78	$72	n/a	n/a	$1,641	**$1,899**	**$904**	**$1,835**	**$258**
911	Bank/Savings Walk-In	1,000 sf	$1,045	n/a	$132	$754	$697	n/a	n/a	$13,709	**$16,205**	**$7,787**	**$15,583**	**$2,496**
912	Bank/Savings Drive-In	1,000 sf	$1,068	n/a	$135	$771	$712	n/a	n/a	$18,006	**$20,557**	**$9,717**	**$19,921**	**$2,551**
931	Quality Restaurant	1,000 sf	$3,194	n/a	$405	$2,306	$2,130	n/a	n/a	$22,303	**$29,933**	**$15,180**	**$28,032**	**$7,630**
932	**High-Turnover Restaurant**	1,000 sf	$3,176	n/a	$403	$2,293	$2,118	n/a	n/a	$26,689	**$34,276**	**$17,080**	**$32,386**	**$7,587**
934	Fast Food Restaurant w/Drive-Thru	1,000 sf	$4,169	n/a	$529	$3,009	$2,780	n/a	n/a	$59,838	**$69,796**	**$33,334**	**$67,316**	**$9,958**
940	Bread/Donut/Bagel Shop w/Drive-Thru	1,000 sf	$2,717	n/a	$344	$1,961	$1,812	n/a	n/a	$26,775	**$33,265**	**$16,346**	**$31,648**	**$6,490**
944/946	**Gasoline/Service Station with or w/o Car Wash**	fuel pos.	$895	n/a	$113	$646	$597	n/a	n/a	$6,721	**$8,859**	**$4,461**	**$8,326**	**$2,138**
947	Self-Service Car Wash	service bay	$408	n/a	$52	$294	$272	n/a	n/a	$6,446	**$7,420**	**$3,522**	**$7,178**	**$974**
n/a	Convenience/Gasoline/Fast Food	1,000 sf	$3,349	n/a	$425	$2,418	$2,233	n/a	n/a	$83,751	**$91,751**	**$42,478**	**$89,758**	**$8,000**
	INDUSTRIAL:													
110	General Light Industrial	1,000 sf	$323	n/a	$41	$233	$216	n/a	n/a	$3,416	**$4,188**	**$2,046**	**$3,996**	**$772**
120	General Heavy Industrial	1,000 sf	$230	n/a	$29	$166	$153	n/a	n/a	$733	**$1,282**	**$709**	**$1,145**	**$549**
140	Manufacturing	1,000 sf	$234	n/a	$30	$169	$156	n/a	n/a	$1,865	**$2,424**	**$1,214**	**$2,285**	**$559**
150	Warehousing	1,000 sf	$131	n/a	$17	$95	$87	n/a	n/a	$1,735	**$2,048**	**$984**	**$1,970**	**$313**
151	Mini-Warehouse	1,000 sf	$28	n/a	$4	$20	$19	n/a	n/a	$626	**$693**	**$323**	**$677**	**$67**

All fees include a 2.46% administrative fee

* County fees payable in the City of Punta Gorda are set out in Charlotte County Ordinance Sec.3-3.5-5(d) and will be collected by the City of Punta Gorda. Additional fees assessed by the City of Punta Gorda will apply

** County fees payable within the limits of the Englewood Fire Districtare set out in Charlotte County Ordinance Sec. 3-3.5-5(e). Fire impact fees are paid directly to the Englewood Fire District. For more information, please contact them directly on 941.474.3311 or visit thier website at www.englewood-fire.com. A receipt confirming payment of the Englewood Fire District impact fee will be required as part of your permit application.

***County fees payable within the limits of Babcock Ranch are set out in Charlotte County Ordinance Sec.3-3.5-5(f). Transportation fees are not assessed within Babcock Ranch.

Impact fees at 100% of technical report (no indexing)

ITE LUC	Land Use	Unit	Public Buildings	Library	Fire/EMS		Law Enforcement/ Correctional Facilities	Parks & Recreation		Transportation	Total Payable			
					EMS Only	Fire and EMS		Regional/Specialty	Community & Regional/Specialty		Unincorporated Charlotte	City of Punta Gorda*	Englewood Fire District**	Babcock DRI***
	Adoption %:		100%	100%	100%	100%	100%	100%	100%	100%				
	RESIDENTIAL:													
210	Single Family (Detached)	du	$739	$159	$94	$564	$493	$429	$776	$5,973	**$8,704**	**$4,458**	**$8,234**	**$2,731**
220	Multi-Family (Apartment)	du	$390	$84	$49	$300	$260	$227	$411	$3,862	**$5,307**	**$2,665**	**$5,056**	**$1,445**
230	Condo/Townhouse (Attached Housing Unit)	du	$390	$84	$49	$300	$260	$227	$411	$3,374	**$4,819**	**$2,450**	**$4,568**	**$1,445**
240	Mobile Home	du	$401	$87	$51	$308	$267	$234	$418	$5,973	**$7,454**	**$3,623**	**$7,197**	**$1,481**
	Mobile Home Park	du	$401	$87	$51	$308	$267	$234	$418	$2,193	**$3,674**	**$1,960**	**$3,417**	**$1,481**
253	Congregate Care Facility	du	$432	n/a	$55	$324	$288	n/a	n/a	$567	**$1,611**	**$976**	**$1,342**	**$1,044**
	LODGING:													
310	Hotel	room	$286	n/a	$36	$207	$191	$146	$263	$3,037	**$3,984**	**$1,963**	**$3,813**	**$947**
320	Motel	room	$265	n/a	$34	$192	$177	$146	$263	$2,151	**$3,048**	**$1,538**	**$2,890**	**$897**
	RECREATIONAL:													
416	RV Park	site	$260	n/a	$33	$188	$174	n/a	n/a	$852	**$1,474**	**$812**	**$1,319**	**$622**
420	Marina	boat berth	$99	n/a	$13	$71	$66	n/a	n/a	$2,033	**$2,269**	**$1,061**	**$2,211**	**$236**
430	Golf Course	hole	$562	n/a	$71	$406	$375	n/a	n/a	$24,621	**$25,964**	**$11,777**	**$25,629**	**$1,343**
444	Movie Theater w/Matinee	1,000 sf	$3,112	n/a	$395	$2,247	$2,076	n/a	n/a	$22,942	**$30,377**	**$15,325**	**$28,525**	**$7,435**
492	Health/Fitness Club	1,000 sf	$1,608	n/a	$204	$1,161	$1,072	n/a	n/a	$18,300	**$22,141**	**$10,754**	**$21,184**	**$3,841**
	INSTITUTIONS:													
520	Elementary School (Private)	student	$31	n/a	$4	$23	$21	n/a	n/a	$512	**$587**	**$278**	**$568**	**$75**
522	Middle School (Private)	student	$36	n/a	$5	$26	$24	n/a	n/a	$716	**$802**	**$376**	**$781**	**$86**
530	High School (Private)	student	$42	n/a	$5	$30	$28	n/a	n/a	$754	**$854**	**$402**	**$829**	**$100**
540	Univ./Jr. College (7,500 or fewer students)(Private)	student	$52	n/a	$7	$38	$35	n/a	n/a	$1,385	**$1,510**	**$697**	**$1,479**	**$125**
550	Univ./Jr. College (more than 7,500 students)(Private)	student	$36	n/a	$5	$26	$24	n/a	n/a	$1,034	**$1,120**	**$516**	**$1,099**	**$86**
560	Church	1,000 sf	$265	n/a	$34	$192	$177	n/a	n/a	$3,632	**$4,266**	**$2,044**	**$4,108**	**$634**
565	Day Care	1,000 sf	$463	n/a	$59	$334	$309	n/a	n/a	$11,646	**$12,752**	**$5,903**	**$12,477**	**$1,106**
610	Hospital	1,000 sf	$713	n/a	$90	$515	$476	n/a	n/a	$7,783	**$9,487**	**$4,623**	**$9,062**	**$1,704**
620	Nursing Home	1,000 sf	$895	n/a	$113	$646	$597	n/a	n/a	$1,950	**$4,088**	**$2,362**	**$3,555**	**$2,138**
	OFFICE:													
710	General Office 100,000 sf or less	1,000 sf	$619	n/a	$79	$447	$413	n/a	n/a	$7,139	**$8,618**	**$4,182**	**$8,250**	**$1,479**
	General Office 100,001-200,000 sf	1,000 sf	$526	n/a	$67	$379	$351	n/a	n/a	$6,046	**$7,302**	**$3,545**	**$6,990**	**$1,256**
	General Office 200,001-400,000 sf	1,000 sf	$442	n/a	$56	$319	$295	n/a	n/a	$5,125	**$6,181**	**$2,998**	**$5,918**	**$1,056**
	General Office greater than 400,000 sf	1,000 sf	$401	n/a	$51	$289	$267	n/a	n/a	$4,647	**$5,604**	**$2,718**	**$5,366**	**$957**
720	Medical Office/Clinic 10,000 sf or less	1,000 sf	$593	n/a	$75	$428	$396	n/a	n/a	$8,234	**$9,651**	**$4,620**	**$9,298**	**$1,417**
	Medical Office/Clinic greater than 10,000 sf	1,000 sf	$906	n/a	$115	$654	$604	n/a	n/a	$12,556	**$14,720**	**$7,047**	**$14,181**	**$2,164**
	RETAIL:													
820	Retail 100,000 sfgla or less	1,000 sfgla	$1,098	n/a	$139	$793	$732	n/a	n/a	$10,638	**$13,261**	**$6,525**	**$12,607**	**$2,623**
	Retail 100,001-200,000 sfgla	1,000 sfgla	$1,103	n/a	$140	$797	$736	n/a	n/a	$9,484	**$12,120**	**$6,027**	**$11,463**	**$2,636**
	Retail 200,001-400,000 sfgla	1,000 sfgla	$1,218	n/a	$154	$879	$812	n/a	n/a	$8,978	**$11,887**	**$5,996**	**$11,162**	**$2,909**
	Retail greater than 400,000 sfgla	1,000 sfgla	$1,270	n/a	$161	$917	$847	n/a	n/a	$8,866	**$11,900**	**$6,035**	**$11,144**	**$3,034**
841	New/Used Auto Sales	1,000 sf	$765	n/a	$97	$552	$510	n/a	n/a	$11,275	**$13,102**	**$6,246**	**$12,647**	**$1,827**
849	Tire Superstore	service bay	$697	n/a	$88	$503	$465	n/a	n/a	$12,696	**$14,361**	**$6,757**	**$13,946**	**$1,665**
850	**Supermarket**	1,000 sf	$1,067	n/a	$135	$770	$712	n/a	n/a	$13,195	**$15,744**	**$7,599**	**$15,109**	**$2,549**
851	Convenience Market (24 hour)	1,000 sf	$2,847	n/a	$361	$2,055	$1,899	n/a	n/a	$47,646	**$54,447**	**$25,748**	**$52,753**	**$6,801**
853	Convenience Market w/Gas Pumps	1,000 sf	$3,034	n/a	$385	$2,190	$2,023	n/a	n/a	$34,813	**$42,060**	**$20,416**	**$40,255**	**$7,247**
862	Home Improvement Superstore	1,000 sf	$942	n/a	$119	$680	$628	n/a	n/a	$5,478	**$7,728**	**$3,993**	**$7,167**	**$2,250**
880/881	Pharmacy/Drug Store with or w/o Drive-Thru	1,000 sf	$1,020	n/a	$129	$736	$680	n/a	n/a	$6,997	**$9,433**	**$4,792**	**$8,826**	**$2,436**
890	Furniture Store	1,000 sf	$120	n/a	$15	$86	$80	n/a	n/a	$1,824	**$2,110**	**$1,004**	**$2,039**	**$286**
911	Bank/Savings Walk-In	1,000 sf	$1,161	n/a	$147	$838	$774	n/a	n/a	$15,232	**$18,005**	**$8,653**	**$17,314**	**$2,773**
912	Bank/Savings Drive-In	1,000 sf	$1,187	n/a	$150	$857	$791	n/a	n/a	$20,006	**$22,841**	**$10,796**	**$22,134**	**$2,835**
931	Quality Restaurant	1,000 sf	$3,549	n/a	$450	$2,562	$2,367	n/a	n/a	$24,781	**$33,259**	**$16,867**	**$31,147**	**$8,478**
932	**High-Turnover Restaurant**	1,000 sf	$3,529	n/a	$447	$2,547	$2,353	n/a	n/a	$29,655	**$38,084**	**$18,977**	**$35,984**	**$8,429**
934	Fast Food Restaurant w/Drive-Thru	1,000 sf	$4,632	n/a	$587	$3,344	$3,089	n/a	n/a	$66,486	**$77,551**	**$37,037**	**$74,794**	**$11,065**
940	Bread/Donut/Bagel Shop w/Drive-Thru	1,000 sf	$3,019	n/a	$383	$2,179	$2,013	n/a	n/a	$29,750	**$36,961**	**$18,163**	**$35,165**	**$7,211**
944/946	**Gasoline/Service Station with or w/o Car Wash**	fuel pos.	$994	n/a	$126	$718	$663	n/a	n/a	$7,467	**$9,842**	**$4,956**	**$9,250**	**$2,375**
947	Self-Service Car Wash	service bay	$453	n/a	$57	$327	$302	n/a	n/a	$7,162	**$8,244**	**$3,912**	**$7,974**	**$1,082**
n/a	Convenience/Gasoline/Fast Food	1,000 sf	$3,721	n/a	$472	$2,686	$2,482	n/a	n/a	$93,056	**$101,945**	**$47,198**	**$99,731**	**$8,889**
	INDUSTRIAL:													
110	General Light Industrial	1,000 sf	$359	n/a	$46	$259	$239	n/a	n/a	$3,795	**$4,652**	**$2,273**	**$4,439**	**$857**
120	General Heavy Industrial	1,000 sf	$255	n/a	$32	$184	$170	n/a	n/a	$815	**$1,424**	**$787**	**$1,272**	**$609**
140	Manufacturing	1,000 sf	$260	n/a	$33	$188	$174	n/a	n/a	$2,072	**$2,694**	**$1,349**	**$2,539**	**$622**
150	Warehousing	1,000 sf	$146	n/a	$18	$105	$97	n/a	n/a	$1,928	**$2,276**	**$1,093**	**$2,189**	**$348**
151	Mini-Warehouse	1,000 sf	$31	n/a	$4	$23	$21	n/a	n/a	$696	**$771**	**$359**	**$752**	**$75**

All fees include a 2.46% administrative fee

* County fees payable in the City of Punta Gorda are set out in Charlotte County Ordinance Sec.3-3.5-5(d) and will be collected by the City of Punta Gorda. Additional fees assessed by the City of Punta Gorda will apply

** County fees payable within the limits of the Englewood Fire Districtare set out in Charlotte County Ordinance Sec. 3-3.5-5(e). Fire impact fees are paid directly to the Englewood Fire District. For more information, please contact them directly on 941.474.3311 or visit thier website at www.englewood-fire.com. A receipt confirming payment of the Englewood Fire District impact fee will be required as part of your permit application.

***County fees payable within the limits of Babcock Ranch are set out in Charlotte County Ordinance Sec.3-3.5-5(f). Transportation fees are not assessed within Babcock Ranch.

Impact fees at 100% for transportation and 40% for all others (no indexing)

ITE LUC	Land Use	Unit	Public Buildings	Library	Fire/EMS		Law Enforcement/ Correctional Facilities	Parks & Recreation		Transportation	Total Payable			
					EMS Only	Fire and EMS		Regional/Specialty	Community & Regional/Specialty		Unincorporated Charlotte	City of Punta Gorda*	Englewood Fire District**	Babcock DRI***
	Adoption %:		100%	40%	40%	40%	40%	40%	40%	100%				
	RESIDENTIAL:													
210	Single Family (Detached)	du	$739	$64	$37	$226	$197	$172	$310	$5,973	**$7,509**	**$3,804**	**$7,320**	**$1,536**
220	Multi-Family (Apartment)	du	$390	$34	$20	$120	$104	$91	$164	$3,862	**$4,674**	**$2,321**	**$4,574**	**$812**
230	Condo/Townhouse (Attached Housing Unit)	du	$390	$34	$20	$120	$104	$91	$164	$3,374	**$4,186**	**$2,106**	**$4,086**	**$812**
240	Mobile Home	du	$401	$35	$20	$123	$107	$94	$167	$5,973	**$6,806**	**$3,267**	**$6,703**	**$833**
	Mobile Home Park	du	$401	$35	$20	$123	$107	$94	$167	$2,193	**$3,026**	**$1,604**	**$2,923**	**$833**
253	Congregate Care Facility	du	$432	n/a	$22	$130	$115	n/a	n/a	$567	**$1,244**	**$799**	**$1,136**	**$677**
	LODGING:													
310	Hotel	room	$286	n/a	$15	$83	$76	$58	$105	$3,037	**$3,587**	**$1,758**	**$3,519**	**$550**
320	Motel	room	$265	n/a	$13	$77	$71	$58	$105	$2,151	**$2,669**	**$1,341**	**$2,605**	**$518**
	RECREATIONAL:													
416	RV Park	site	$260	n/a	$13	$75	$69	n/a	n/a	$852	**$1,256**	**$705**	**$1,194**	**$404**
420	Marina	boat berth	$99	n/a	$5	$29	$26	n/a	n/a	$2,033	**$2,187**	**$1,020**	**$2,163**	**$154**
430	Golf Course	hole	$562	n/a	$29	$162	$150	n/a	n/a	$24,621	**$25,495**	**$11,549**	**$25,362**	**$874**
444	Movie Theater w/Matinee	1,000 sf	$3,112	n/a	$158	$899	$830	n/a	n/a	$22,942	**$27,783**	**$14,053**	**$27,042**	**$4,841**
492	Health/Fitness Club	1,000 sf	$1,608	n/a	$82	$464	$429	n/a	n/a	$18,300	**$20,801**	**$10,098**	**$20,419**	**$2,501**
	INSTITUTIONS:													
520	Elementary School (Private)	student	$31	n/a	$2	$9	$8	n/a	n/a	$512	**$560**	**$265**	**$553**	**$48**
522	Middle School (Private)	student	$36	n/a	$2	$11	$10	n/a	n/a	$716	**$773**	**$361**	**$764**	**$57**
530	High School (Private)	student	$42	n/a	$2	$12	$11	n/a	n/a	$754	**$819**	**$385**	**$809**	**$65**
540	Univ./Jr. College (7,500 or fewer students)(Private)	student	$52	n/a	$3	$15	$14	n/a	n/a	$1,385	**$1,466**	**$676**	**$1,454**	**$81**
550	Univ./Jr. College (more than 7,500 students)(Private)	student	$36	n/a	$2	$11	$10	n/a	n/a	$1,034	**$1,091**	**$501**	**$1,082**	**$57**
560	Church	1,000 sf	$265	n/a	$13	$77	$71	n/a	n/a	$3,632	**$4,045**	**$1,935**	**$3,981**	**$413**
565	Day Care	1,000 sf	$463	n/a	$23	$134	$124	n/a	n/a	$11,646	**$12,367**	**$5,713**	**$12,256**	**$721**
610	Hospital	1,000 sf	$713	n/a	$36	$206	$190	n/a	n/a	$7,783	**$8,892**	**$4,331**	**$8,722**	**$1,109**
620	Nursing Home	1,000 sf	$895	n/a	$45	$258	$239	n/a	n/a	$1,950	**$3,342**	**$1,996**	**$3,129**	**$1,392**
	OFFICE:													
710	General Office 100,000 sf or less	1,000 sf	$619	n/a	$31	$179	$165	n/a	n/a	$7,139	**$8,102**	**$3,928**	**$7,954**	**$963**
	General Office 100,001-200,000 sf	1,000 sf	$526	n/a	$27	$152	$140	n/a	n/a	$6,046	**$6,864**	**$3,329**	**$6,739**	**$818**
	General Office 200,001-400,000 sf	1,000 sf	$442	n/a	$22	$128	$118	n/a	n/a	$5,125	**$5,813**	**$2,817**	**$5,707**	**$688**
	General Office greater than 400,000 sf	1,000 sf	$401	n/a	$20	$116	$107	n/a	n/a	$4,647	**$5,271**	**$2,554**	**$5,175**	**$624**
720	Medical Office/Clinic 10,000 sf or less	1,000 sf	$593	n/a	$30	$171	$158	n/a	n/a	$8,234	**$9,156**	**$4,377**	**$9,015**	**$922**
	Medical Office/Clinic greater than 10,000 sf	1,000 sf	$906	n/a	$46	$261	$242	n/a	n/a	$12,556	**$13,965**	**$6,678**	**$13,750**	**$1,409**
	RETAIL:													
820	Retail 100,000 sfgla or less	1,000 sfgla	$1,098	n/a	$56	$317	$293	n/a	n/a	$10,638	**$12,346**	**$6,078**	**$12,085**	**$1,708**
	Retail 100,001-200,000 sfgla	1,000 sfgla	$1,103	n/a	$56	$319	$294	n/a	n/a	$9,484	**$11,200**	**$5,576**	**$10,937**	**$1,716**
	Retail 200,001-400,000 sfgla	1,000 sfgla	$1,218	n/a	$62	$352	$325	n/a	n/a	$8,978	**$10,873**	**$5,500**	**$10,583**	**$1,895**
	Retail greater than 400,000 sfgla	1,000 sfgla	$1,270	n/a	$64	$367	$339	n/a	n/a	$8,866	**$10,842**	**$5,516**	**$10,539**	**$1,976**
841	New/Used Auto Sales	1,000 sf	$765	n/a	$39	$221	$204	n/a	n/a	$11,275	**$12,465**	**$5,934**	**$12,283**	**$1,190**
849	Tire Superstore	service bay	$697	n/a	$35	$201	$186	n/a	n/a	$12,696	**$13,780**	**$6,473**	**$13,614**	**$1,084**
850	**Supermarket**	1,000 sf	$1,067	n/a	$54	$308	$285	n/a	n/a	$13,195	**$14,855**	**$7,163**	**$14,601**	**$1,660**
851	Convenience Market (24 hour)	1,000 sf	$2,847	n/a	$144	$822	$759	n/a	n/a	$47,646	**$52,074**	**$24,585**	**$51,396**	**$4,428**
853	Convenience Market w/Gas Pumps	1,000 sf	$3,034	n/a	$154	$876	$809	n/a	n/a	$34,813	**$39,532**	**$19,177**	**$38,810**	**$4,719**
862	Home Improvement Superstore	1,000 sf	$942	n/a	$48	$272	$251	n/a	n/a	$5,478	**$6,943**	**$3,609**	**$6,719**	**$1,465**
880/881	Pharmacy/Drug Store with or w/o Drive-Thru	1,000 sf	$1,020	n/a	$52	$295	$272	n/a	n/a	$6,997	**$8,584**	**$4,376**	**$8,341**	**$1,587**
890	Furniture Store	1,000 sf	$120	n/a	$6	$35	$32	n/a	n/a	$1,824	**$2,011**	**$955**	**$1,982**	**$187**
911	Bank/Savings Walk-In	1,000 sf	$1,161	n/a	$59	$335	$310	n/a	n/a	$15,232	**$17,038**	**$8,179**	**$16,762**	**$1,806**
912	Bank/Savings Drive-In	1,000 sf	$1,187	n/a	$60	$343	$317	n/a	n/a	$20,006	**$21,853**	**$10,313**	**$21,570**	**$1,847**
931	Quality Restaurant	1,000 sf	$3,549	n/a	$180	$1,025	$947	n/a	n/a	$24,781	**$30,302**	**$15,419**	**$29,457**	**$5,521**
932	**High-Turnover Restaurant**	1,000 sf	$3,529	n/a	$179	$1,019	$941	n/a	n/a	$29,655	**$35,144**	**$17,537**	**$34,304**	**$5,489**
934	Fast Food Restaurant w/Drive-Thru	1,000 sf	$4,632	n/a	$235	$1,338	$1,236	n/a	n/a	$66,486	**$73,692**	**$35,147**	**$72,589**	**$7,206**
940	Bread/Donut/Bagel Shop w/Drive-Thru	1,000 sf	$3,019	n/a	$153	$872	$805	n/a	n/a	$29,750	**$34,446**	**$16,930**	**$33,727**	**$4,696**
944/946	**Gasoline/Service Station with or w/o Car Wash**	fuel pos.	$994	n/a	$50	$287	$265	n/a	n/a	$7,467	**$9,013**	**$4,549**	**$8,776**	**$1,546**
947	Self-Service Car Wash	service bay	$453	n/a	$23	$131	$121	n/a	n/a	$7,162	**$7,867**	**$3,728**	**$7,759**	**$705**
n/a	Convenience/Gasoline/Fast Food	1,000 sf	$3,721	n/a	$189	$1,075	$993	n/a	n/a	$93,056	**$98,845**	**$45,679**	**$97,959**	**$5,789**
	INDUSTRIAL:													
110	General Light Industrial	1,000 sf	$359	n/a	$18	$104	$96	n/a	n/a	$3,795	**$4,354**	**$2,126**	**$4,268**	**$559**
120	General Heavy Industrial	1,000 sf	$255	n/a	$13	$74	$68	n/a	n/a	$815	**$1,212**	**$683**	**$1,151**	**$397**
140	Manufacturing	1,000 sf	$260	n/a	$13	$75	$69	n/a	n/a	$2,072	**$2,476**	**$1,242**	**$2,414**	**$404**
150	Warehousing	1,000 sf	$146	n/a	$7	$42	$39	n/a	n/a	$1,928	**$2,155**	**$1,034**	**$2,120**	**$227**
151	Mini-Warehouse	1,000 sf	$31	n/a	$2	$9	$8	n/a	n/a	$696	**$744**	**$346**	**$737**	**$48**

All fees include a 2.46% administrative fee

* County fees payable in the City of Punta Gorda are set out in Charlotte County Ordinance Sec.3-3.5-5(d) and will be collected by the City of Punta Gorda. Additional fees assessed by the City of Punta Gorda will apply

** County fees payable within the limits of the Englewood Fire Districtare set out in Charlotte County Ordinance Sec. 3-3.5-5(e). Fire impact fees are paid directly to the Englewood Fire District. For more information, please contact them directly on 941.474.3311 or visit thier website at www.englewood-fire.com. A receipt confirming payment of the Englewood Fire District impact fee will be required as part of your permit application.

***County fees payable within the limits of Babcock Ranch are set out in Charlotte County Ordinance Sec.3-3.5-5(f). Transportation fees are not assessed within Babcock Ranch.

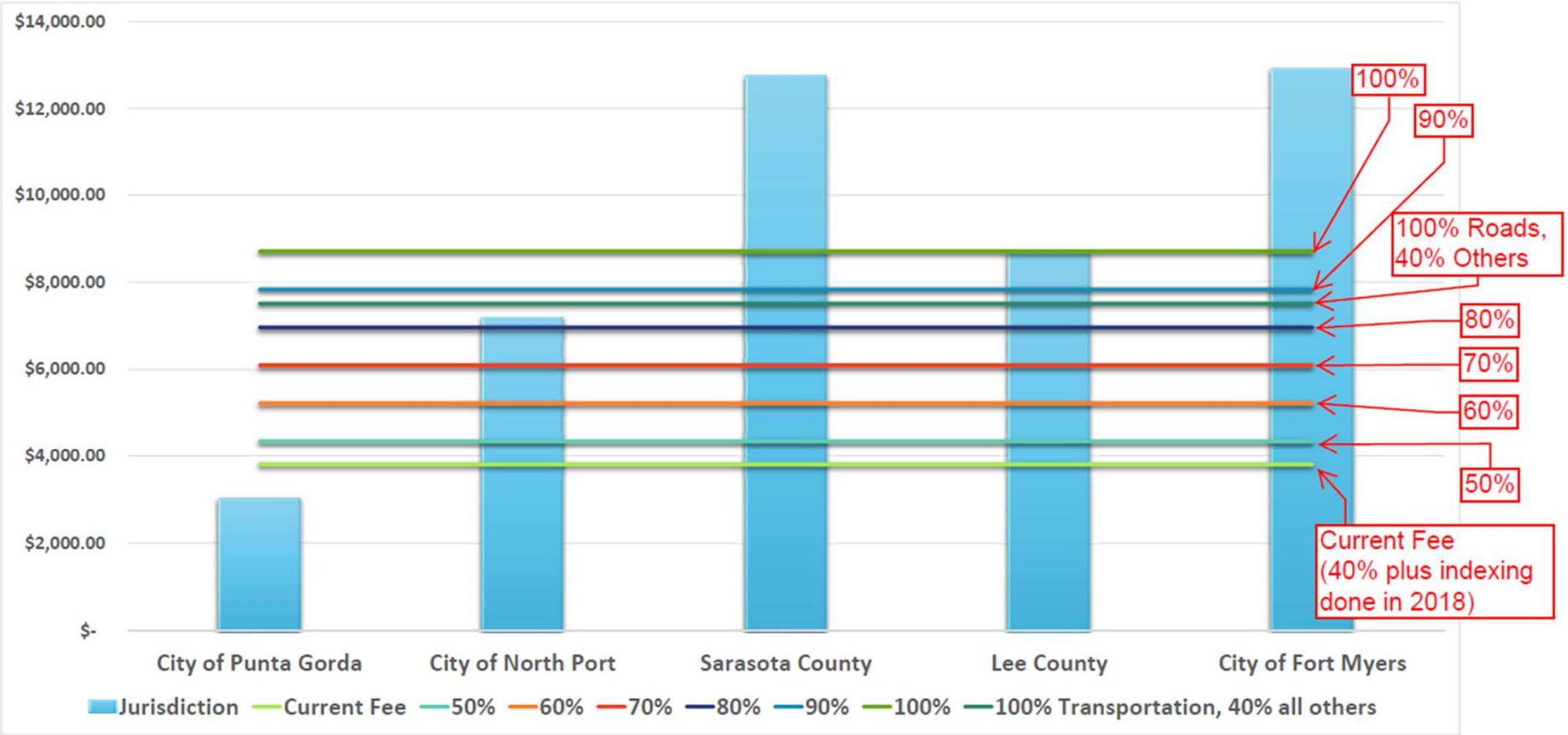
Impact Fees

CHARLOTTE COUNTY
FLORIDA

Examples and Comparables

Jurisdiction	Amount
City of Punta Gorda	$ 3,030.00
Current Fee (40% of technical reports plus indexing from 2018)	$ 3,803.00
50% of technical reports (no indexing)	$ 4,353.00
60% of technical reports (no indexing)	$ 5,223.00
70% of technical reports (no indexing)	$ 6,092.00
80% of technical reports (no indexing)	$ 6,964.00
City of North Port	$ 7,206.40
100% Transportation, 40% all others of technical reports (no indexing)	$ 7,509.00
90% of technical reports (no indexing)	$ 7,834.00
Lee County	$ 8,700.00
100% of technical reports (no indexing)	$ 8,704.00
Sarasota County	$12,779.43
City of Fort Myers	$12,915.66

Chart comparing various increase scenarios with surrounding jurisdictions impact fees



Proposed changes to the ordinance

- Cleaned language to remove extraneous references.
- Amended definitions to be in-line with industry standards.
- Clarified the definition of land development activity to be when a permit for a structure that creates an impact is applied for.
- Added a section to address re-calculation of an impact fee if the permit becomes abandoned.

Proposed changes to the ordinance

- Removed the fee schedule from the ordinance and referenced it as Exhibit C.
- Amended the language surrounding annual indexing to give the Board more flexibility and change the timescales to ensure the current years' valuation is available for use.

Decision points

- Percentage of any increase?
- Any phasing of increase?
- Changes to the ordinance?
- Indexing for 2019 and beyond?

Impact Fees

	2018 Actual						
	40%	**50%**	**60%**	**70%**	**80%**	**90%**	**100%**
Transportation	3,068,696	3,835,870	4,603,044	5,370,218	6,137,392	6,904,565	7,671,739
Public Buildings	318,273	397,841	477,409	556,978	636,546	716,114	795,682
Library	57,960	72,450	86,940	101,430	115,920	130,410	144,900
Fire/EMS	192,934	241,168	289,401	337,635	385,868	434,102	482,336
Sheriff	230,787	288,483	346,180	403,877	461,573	519,270	576,966
Parks	277,265	346,581	415,898	485,214	554,530	623,846	693,163
Total	4,145,914	5,182,393	6,218,872	7,255,350	8,291,829	9,328,307	10,364,786

ECONOMIC IMPACT STATEMENT

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF CHARLOTTE COUNTY, FLORIDA; AMENDING CHAPTER 3-3.5 *IMPACT FEES* OF THE CODE OF LAWS AND ORDINANCES OF CHARLOTTE COUNTY, FLORIDA; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCORPORATION OF EXHIBITS; AND PROVIDING FOR AN EFFECTIVE DATE.

PURPOSE: Analyze what the ordinance is designed to accomplish. Describe the present situation and the effect the ordinance will have thereon.

In 2015, the Board of County Commissioners (Board) adopted an impact fee schedule that was based upon technical studies developed in 2013 and 2014. At this point, the Board made the decision to implement the recommended fee schedule at a level of 40% of what was recommended. This has since been indexed in 2018 to increase the fee based on the methodology set out in the code. This increase was approximately 9.1%.
The Board has had discussions over the past few months about increasing the impact fees this hearing will determine if they want to move forward with an increase and at what rate. There are also proposed changes to the impact fee ordinance to improve the definitions, add clarity to some procedures and amend the timing of any indexing to ensure the most up to date data is available.

IMPACT: Consider costs and benefits, both monetary and non-monetary for the private sector (non-governmental entities) and the public sector (governmental entities). In discussing costs and benefits, distinguish between those which are social (borne by society as a whole) and those which are private (accrue to certain individuals or groups). Identify the specific groups which will be impacted.

The impact of these changes are as follows:

1) *Any increase in impact fees will increase the cost of construction and re-development in the County. As impact fees must meet the dual rational nexus test laid out in Florida Statutes, all occupancy types that have an impact on the categories we collect impact fees for will receive any increase. This includes both new residential and commercial construction and redevelopment.*
2) *Any increase will have a corresponding increase to county revenues in the categories for which impact fees are collected. An increase from 40% adoption to 50% adoption will generate approximately $1million in additional revenue. This revenue is specifically to pay for the increased capacity on public services and any increase will reduce the burden on other revenue sources to provide this expanded capacity.*

A. Cost of Implementation: *The costs of adopting the ordinance are nominal although any amended fee schedule will increase fees paid for impact fees.*

B. Source of Funds/Ultimate Burden of Costs:

The ultimate burden of increased impact fees is the end user of the structure. In the case of residential units, this would typically be the homeowner, in the case of commercial construction it would be the owner or the operator of the newly constructed or redeveloped structure.

C. Effect on Competition and the Employment Market:

The increased cost of the impact fees may deter development. Depending on the scale of any increase, Charlotte County will either be slightly higher than or similar to the surrounding jurisdictions. Even at 100% implementation, Charlotte County impact fees will be less that some jurisdictions which should minimize the impact on regional competition for investment.

In terms of effect on the employment market, the purpose of impact fees is to fund development of infrastructure and other capital projects. This in turn creates employment opportunities for both local businesses and individual citizens.

D. Benefits on Implementation:

The benefits of implementation are as follows:

1) *Increasing impact fees closer to that recommended by the technical reports adds funds to help the County to pay for needed improvements. This in turn improves the services available to our existing residents and businesses and makes Charlotte County a more attractive location to relocate to.*

ITE LUC	Land Use	Unit	Public Buildings	Library	Fire/EMS		Law Enforcement/ Correctional Facilities	Parks & Recreation		Transportation	Total Payable			
					EMS Only	Fire and EMS		Regional/Specialty	Community & Regional/Specialty		Unincorporated Charlotte	City of Punta Gorda*	Englewood Fire District**	Babcock DRI***
	Adoption %:		40%	40%	40%	40%	40%	40%	40%	100%				
	RESIDENTIAL:													
210	Single Family (Detached)	du	$296	$64	$37	$226	$197	$172	$310	$5,973	**$7,066**	**$3,361**	**$6,877**	**$1,093**
220	Multi-Family (Apartment)	du	$156	$34	$20	$120	$104	$91	$164	$3,862	**$4,440**	**$2,087**	**$4,340**	**$578**
230	Condo/Townhouse (Attached Housing Unit)	du	$156	$34	$20	$120	$104	$91	$164	$3,374	**$3,952**	**$1,872**	**$3,852**	**$578**
240	Mobile Home	du	$160	$35	$20	$123	$107	$94	$167	$5,973	**$6,565**	**$3,026**	**$6,462**	**$592**
	Mobile Home Park	du	$160	$35	$20	$123	$107	$94	$167	$2,193	**$2,785**	**$1,363**	**$2,682**	**$592**
253	Congregate Care Facility	du	$173	n/a	$22	$130	$115	n/a	n/a	$567	**$985**	**$540**	**$877**	**$418**
	LODGING:													
310	Hotel	room	$114	n/a	$15	$83	$76	$58	$105	$3,037	**$3,415**	**$1,586**	**$3,347**	**$378**
320	Motel	room	$106	n/a	$13	$77	$71	$58	$105	$2,151	**$2,510**	**$1,182**	**$2,446**	**$359**
	RECREATIONAL:													
416	RV Park	site	$104	n/a	$13	$75	$69	n/a	n/a	$852	**$1,100**	**$549**	**$1,038**	**$248**
420	Marina	boat berth	$40	n/a	$5	$29	$26	n/a	n/a	$2,033	**$2,128**	**$961**	**$2,104**	**$95**
430	Golf Course	hole	$225	n/a	$29	$162	$150	n/a	n/a	$24,621	**$25,158**	**$11,212**	**$25,025**	**$537**
444	Movie Theater w/Matinee	1,000 sf	$1,245	n/a	$158	$899	$830	n/a	n/a	$22,942	**$25,916**	**$12,186**	**$25,175**	**$2,974**
492	Health/Fitness Club	1,000 sf	$643	n/a	$82	$464	$429	n/a	n/a	$18,300	**$19,836**	**$9,133**	**$19,454**	**$1,536**
	INSTITUTIONS:													
520	Elementary School (Private)	student	$12	n/a	$2	$9	$8	n/a	n/a	$512	**$541**	**$246**	**$534**	**$29**
522	Middle School (Private)	student	$15	n/a	$2	$11	$10	n/a	n/a	$716	**$752**	**$340**	**$743**	**$36**
530	High School (Private)	student	$17	n/a	$2	$12	$11	n/a	n/a	$754	**$794**	**$360**	**$784**	**$40**
540	Univ./Jr. College (7,500 or fewer students)(Private)	student	$21	n/a	$3	$15	$14	n/a	n/a	$1,385	**$1,435**	**$645**	**$1,423**	**$50**
550	Univ./Jr. College (more than 7,500 students)(Private)	student	$15	n/a	$2	$11	$10	n/a	n/a	$1,034	**$1,070**	**$480**	**$1,061**	**$36**
560	Church	1,000 sf	$106	n/a	$13	$77	$71	n/a	n/a	$3,632	**$3,886**	**$1,776**	**$3,822**	**$254**
565	Day Care	1,000 sf	$185	n/a	$23	$134	$124	n/a	n/a	$11,646	**$12,089**	**$5,435**	**$11,978**	**$443**
610	Hospital	1,000 sf	$285	n/a	$36	$206	$190	n/a	n/a	$7,783	**$8,464**	**$3,903**	**$8,294**	**$681**
620	Nursing Home	1,000 sf	$358	n/a	$45	$258	$239	n/a	n/a	$1,950	**$2,805**	**$1,459**	**$2,592**	**$855**
	OFFICE:													
710	General Office 100,000 sf or less	1,000 sf	$248	n/a	$31	$179	$165	n/a	n/a	$7,139	**$7,731**	**$3,557**	**$7,583**	**$592**
	General Office 100,001-200,000 sf	1,000 sf	$210	n/a	$27	$152	$140	n/a	n/a	$6,046	**$6,548**	**$3,013**	**$6,423**	**$502**
	General Office 200,001-400,000 sf	1,000 sf	$177	n/a	$22	$128	$118	n/a	n/a	$5,125	**$5,548**	**$2,552**	**$5,442**	**$423**
	General Office greater than 400,000 sf	1,000 sf	$160	n/a	$20	$116	$107	n/a	n/a	$4,647	**$5,030**	**$2,313**	**$4,934**	**$383**
720	Medical Office/Clinic 10,000 sf or less	1,000 sf	$237	n/a	$30	$171	$158	n/a	n/a	$8,234	**$8,800**	**$4,021**	**$8,659**	**$566**
	Medical Office/Clinic greater than 10,000 sf	1,000 sf	$362	n/a	$46	$261	$242	n/a	n/a	$12,556	**$13,421**	**$6,134**	**$13,206**	**$865**
	RETAIL:													
820	Retail 100,000 sfgla or less	1,000 sfgla	$439	n/a	$56	$317	$293	n/a	n/a	$10,638	**$11,687**	**$5,419**	**$11,426**	**$1,049**
	Retail 100,001-200,000 sfgla	1,000 sfgla	$441	n/a	$56	$319	$294	n/a	n/a	$9,484	**$10,538**	**$4,914**	**$10,275**	**$1,054**
	Retail 200,001-400,000 sfgla	1,000 sfgla	$487	n/a	$62	$352	$325	n/a	n/a	$8,978	**$10,142**	**$4,769**	**$9,852**	**$1,164**
	Retail greater than 400,000 sfgla	1,000 sfgla	$508	n/a	$64	$367	$339	n/a	n/a	$8,866	**$10,080**	**$4,754**	**$9,777**	**$1,214**
841	New/Used Auto Sales	1,000 sf	$306	n/a	$39	$221	$204	n/a	n/a	$11,275	**$12,006**	**$5,475**	**$11,824**	**$731**
849	Tire Superstore	service bay	$279	n/a	$35	$201	$186	n/a	n/a	$12,696	**$13,362**	**$6,055**	**$13,196**	**$666**
850	**Supermarket**	1,000 sf	$427	n/a	$54	$308	$285	n/a	n/a	$13,195	**$14,215**	**$6,523**	**$13,961**	**$1,020**
851	Convenience Market (24 hour)	1,000 sf	$1,139	n/a	$144	$822	$759	n/a	n/a	$47,646	**$50,366**	**$22,877**	**$49,688**	**$2,720**
853	Convenience Market w/Gas Pumps	1,000 sf	$1,214	n/a	$154	$876	$809	n/a	n/a	$34,813	**$37,712**	**$17,357**	**$36,990**	**$2,899**
862	Home Improvement Superstore	1,000 sf	$377	n/a	$48	$272	$251	n/a	n/a	$5,478	**$6,378**	**$3,044**	**$6,154**	**$900**
880/881	Pharmacy/Drug Store with or w/o Drive-Thru	1,000 sf	$408	n/a	$52	$295	$272	n/a	n/a	$6,997	**$7,972**	**$3,764**	**$7,729**	**$975**
890	Furniture Store	1,000 sf	$48	n/a	$6	$35	$32	n/a	n/a	$1,824	**$1,939**	**$883**	**$1,910**	**$115**
911	Bank/Savings Walk-In	1,000 sf	$464	n/a	$59	$335	$310	n/a	n/a	$15,232	**$16,341**	**$7,482**	**$16,065**	**$1,109**
912	Bank/Savings Drive-In	1,000 sf	$475	n/a	$60	$343	$317	n/a	n/a	$20,006	**$21,141**	**$9,601**	**$20,858**	**$1,135**
931	Quality Restaurant	1,000 sf	$1,420	n/a	$180	$1,025	$947	n/a	n/a	$24,781	**$28,173**	**$13,290**	**$27,328**	**$3,392**
932	**High-Turnover Restaurant**	1,000 sf	$1,411	n/a	$179	$1,019	$941	n/a	n/a	$29,655	**$33,026**	**$15,419**	**$32,186**	**$3,371**
934	Fast Food Restaurant w/Drive-Thru	1,000 sf	$1,853	n/a	$235	$1,338	$1,236	n/a	n/a	$66,486	**$70,913**	**$32,368**	**$69,810**	**$4,427**
940	Bread/Donut/Bagel Shop w/Drive-Thru	1,000 sf	$1,207	n/a	$153	$872	$805	n/a	n/a	$29,750	**$32,634**	**$15,118**	**$31,915**	**$2,884**
944/946	**Gasoline/Service Station with or w/o Car Wash**	fuel pos.	$398	n/a	$50	$287	$265	n/a	n/a	$7,467	**$8,417**	**$3,953**	**$8,180**	**$950**
947	Self-Service Car Wash	service bay	$181	n/a	$23	$131	$121	n/a	n/a	$7,162	**$7,595**	**$3,456**	**$7,487**	**$433**
n/a	Convenience/Gasoline/Fast Food	1,000 sf	$1,488	n/a	$189	$1,075	$993	n/a	n/a	$93,056	**$96,612**	**$43,446**	**$95,726**	**$3,556**
	INDUSTRIAL:													
110	General Light Industrial	1,000 sf	$144	n/a	$18	$104	$96	n/a	n/a	$3,795	**$4,139**	**$1,911**	**$4,053**	**$344**
120	General Heavy Industrial	1,000 sf	$102	n/a	$13	$74	$68	n/a	n/a	$815	**$1,059**	**$530**	**$998**	**$244**
140	Manufacturing	1,000 sf	$104	n/a	$13	$75	$69	n/a	n/a	$2,072	**$2,320**	**$1,086**	**$2,258**	**$248**
150	Warehousing	1,000 sf	$58	n/a	$7	$42	$39	n/a	n/a	$1,928	**$2,067**	**$946**	**$2,032**	**$139**
151	Mini-Warehouse	1,000 sf	$12	n/a	$2	$9	$8	n/a	n/a	$696	**$725**	**$327**	**$718**	**$29**

All fees include a 2.46% administrative fee

* County fees payable in the City of Punta Gorda are set out in Charlotte County Ordinance Sec.3-3.5-5(d) and will be collected by the City of Punta Gorda. Additional fees assessed by the City of Punta Gorda will apply

** County fees payable within the limits of the Englewood Fire Districtare set out in Charlotte County Ordinance Sec. 3-3.5-5(e). Fire impact fees are paid directly to the Englewood Fire District. For more information, please contact them directly on 941.474.3311 or visit thier website at www.englewood-fire.com. A receipt confirming payment of the Englewood Fire District impact fee will be required as part of your permit application.

***County fees payable within the limits of Babcock Ranch are set out in Charlotte County Ordinance Sec.3-3.5-5(f). Transportation fees are not assessed within Babcock Ranch.

Current Impact Fee Schedule - 40% of the technical reports plus indexing done in 2018

Charlotte County Master Impact Fee Schedule - Effective Oct. 1, 2018

ITE LUC	Land Use	Unit	Public Buildings	Library	Fire/EMS: EMS Only	Fire/EMS: Fire and EMS	Law Enforcement/ Correctional Facilities	Parks & Recreation: Regional/Specialty	Parks & Recreation: Community & Regional/Specialty	Transportation	Total Payable: Unincorporated Charlotte	Total Payable: City of Punta Gorda*	Total Payable: Englewood Fire District**	Total Payable: Babcock DRI***
	PG Adj. % (of County Fee):		100%	100%	100%	0%	83%	100%	-	44%				
	Adoption %:		40%	40%	40%	40%	40%	40%	40%	40%				
	RESIDENTIAL:													
210	Single Family (Detached)	du	$323	$70	$41	$247	$215	$187	$339	$2,609	**$3,803**	**$1,947**	**$3,597**	**$1,194**
220	Multi-Family (Apartment)	du	$170	$37	$22	$131	$114	$99	$180	$1,687	**$2,319**	**$1,165**	**$2,210**	**$632**
230	Condo/Townhouse (Attached Housing Unit)	du	$170	$37	$22	$131	$114	$99	$180	$1,474	**$2,106**	**$1,071**	**$1,997**	**$632**
240	Mobile Home	du	$175	$38	$22	$134	$117	$102	$182	$2,609	**$3,255**	**$1,582**	**$3,143**	**$646**
	Mobile Home Park	du	$175	$38	$22	$134	$117	$102	$182	$958	**$1,604**	**$856**	**$1,492**	**$646**
253	Congregate Care Facility	du	$189	n/a	$24	$142	$126	n/a	n/a	$247	**$704**	**$426**	**$586**	**$457**
	LODGING:													
310	Hotel	room	$125	n/a	$16	$90	$83	$64	$115	$1,326	**$1,739**	**$857**	**$1,665**	**$413**
320	Motel	room	$116	n/a	$15	$84	$77	$64	$115	$939	**$1,331**	**$672**	**$1,262**	**$392**
	RECREATIONAL:													
416	RV Park	site	$114	n/a	$14	$82	$76	n/a	n/a	$373	**$645**	**$355**	**$577**	**$272**
420	Marina	boat berth	$43	n/a	$5	$31	$29	n/a	n/a	$888	**$991**	**$463**	**$965**	**$103**
430	Golf Course	hole	$245	n/a	$31	$177	$164	n/a	n/a	$10,753	**$11,339**	**$5,143**	**$11,193**	**$586**
444	Movie Theater w/Matinee	1,000 sf	$1,359	n/a	$172	$981	$906	n/a	n/a	$10,020	**$13,266**	**$6,692**	**$12,457**	**$3,246**
492	Health/Fitness Club	1,000 sf	$702	n/a	$89	$507	$468	n/a	n/a	$7,992	**$9,669**	**$4,696**	**$9,251**	**$1,677**
	INSTITUTIONS:													
520	Elementary School (Private)	student	$14	n/a	$2	$10	$9	n/a	n/a	$224	**$257**	**$122**	**$249**	**$33**
522	Middle School (Private)	student	$16	n/a	$2	$11	$11	n/a	n/a	$313	**$351**	**$165**	**$342**	**$38**
530	High School (Private)	student	$18	n/a	$2	$13	$12	n/a	n/a	$330	**$373**	**$175**	**$362**	**$43**
540	Univ./Jr. College (7,500 or fewer students)(Private)	student	$23	n/a	$3	$16	$15	n/a	n/a	$605	**$659**	**$305**	**$646**	**$54**
550	Univ./Jr. College (more than 7,500 students)(Private)	student	$16	n/a	$2	$11	$11	n/a	n/a	$452	**$490**	**$226**	**$481**	**$38**
560	Church	1,000 sf	$116	n/a	$15	$84	$77	n/a	n/a	$1,586	**$1,863**	**$893**	**$1,794**	**$277**
565	Day Care	1,000 sf	$202	n/a	$26	$146	$135	n/a	n/a	$5,086	**$5,569**	**$2,578**	**$5,449**	**$483**
610	Hospital	1,000 sf	$311	n/a	$39	$225	$208	n/a	n/a	$3,399	**$4,143**	**$2,018**	**$3,957**	**$744**
620	Nursing Home	1,000 sf	$391	n/a	$50	$282	$261	n/a	n/a	$852	**$1,786**	**$1,033**	**$1,554**	**$934**
	OFFICE:													
710	General Office 100,000 sf or less	1,000 sf	$270	n/a	$34	$195	$180	n/a	n/a	$3,118	**$3,763**	**$1,825**	**$3,602**	**$645**
	General Office 100,001-200,000 sf	1,000 sf	$230	n/a	$29	$166	$153	n/a	n/a	$2,641	**$3,190**	**$1,548**	**$3,053**	**$549**
	General Office 200,001-400,000 sf	1,000 sf	$193	n/a	$24	$139	$129	n/a	n/a	$2,238	**$2,699**	**$1,309**	**$2,584**	**$461**
	General Office greater than 400,000 sf	1,000 sf	$175	n/a	$22	$126	$117	n/a	n/a	$2,029	**$2,447**	**$1,187**	**$2,343**	**$418**
720	Medical Office/Clinic 10,000 sf or less	1,000 sf	$259	n/a	$33	$187	$173	n/a	n/a	$3,596	**$4,215**	**$2,018**	**$4,061**	**$619**
	Medical Office/Clinic greater than 10,000 sf	1,000 sf	$395	n/a	$50	$286	$264	n/a	n/a	$5,484	**$6,429**	**$3,077**	**$6,193**	**$945**
	RETAIL:													
820	Retail 100,000 sfgla or less	1,000 sfgla	$480	n/a	$61	$346	$320	n/a	n/a	$4,646	**$5,792**	**$2,851**	**$5,507**	**$1,146**
	Retail 100,001-200,000 sfgla	1,000 sfgla	$482	n/a	$61	$348	$321	n/a	n/a	$4,142	**$5,293**	**$2,632**	**$5,006**	**$1,151**
	Retail 200,001-400,000 sfgla	1,000 sfgla	$532	n/a	$67	$384	$355	n/a	n/a	$3,921	**$5,192**	**$2,619**	**$4,875**	**$1,271**
	Retail greater than 400,000 sfgla	1,000 sfgla	$555	n/a	$70	$400	$370	n/a	n/a	$3,872	**$5,197**	**$2,636**	**$4,867**	**$1,325**
841	New/Used Auto Sales	1,000 sf	$334	n/a	$42	$241	$223	n/a	n/a	$4,924	**$5,722**	**$2,728**	**$5,523**	**$798**
849	Tire Superstore	service bay	$305	n/a	$39	$220	$203	n/a	n/a	$5,545	**$6,273**	**$2,952**	**$6,092**	**$728**
850	**Supermarket**	1,000 sf	$466	n/a	$59	$336	$311	n/a	n/a	$5,763	**$6,876**	**$3,319**	**$6,599**	**$1,113**
851	Convenience Market (24 hour)	1,000 sf	$1,243	n/a	$158	$898	$829	n/a	n/a	$20,809	**$23,779**	**$11,245**	**$23,039**	**$2,970**
853	Convenience Market w/Gas Pumps	1,000 sf	$1,325	n/a	$168	$957	$884	n/a	n/a	$15,204	**$18,370**	**$8,916**	**$17,581**	**$3,166**
862	Home Improvement Superstore	1,000 sf	$411	n/a	$52	$297	$274	n/a	n/a	$2,392	**$3,374**	**$1,743**	**$3,129**	**$982**
880/881	Pharmacy/Drug Store with or w/o Drive-Thru	1,000 sf	$446	n/a	$56	$322	$297	n/a	n/a	$3,056	**$4,121**	**$2,093**	**$3,855**	**$1,065**
890	Furniture Store	1,000 sf	$52	n/a	$7	$38	$35	n/a	n/a	$797	**$922**	**$439**	**$891**	**$125**
911	Bank/Savings Walk-In	1,000 sf	$507	n/a	$64	$366	$338	n/a	n/a	$6,652	**$7,863**	**$3,778**	**$7,561**	**$1,211**
912	Bank/Savings Drive-In	1,000 sf	$518	n/a	$66	$374	$346	n/a	n/a	$8,738	**$9,976**	**$4,716**	**$9,668**	**$1,238**
931	Quality Restaurant	1,000 sf	$1,550	n/a	$197	$1,119	$1,034	n/a	n/a	$10,823	**$14,526**	**$7,367**	**$13,604**	**$3,703**
932	**High-Turnover Restaurant**	1,000 sf	$1,541	n/a	$195	$1,113	$1,028	n/a	n/a	$12,951	**$16,633**	**$8,288**	**$15,715**	**$3,682**
934	Fast Food Restaurant w/Drive-Thru	1,000 sf	$2,023	n/a	$256	$1,460	$1,349	n/a	n/a	$29,038	**$33,870**	**$16,175**	**$32,666**	**$4,832**
940	Bread/Donut/Bagel Shop w/Drive-Thru	1,000 sf	$1,318	n/a	$167	$952	$879	n/a	n/a	$12,993	**$16,142**	**$7,931**	**$15,357**	**$3,149**
944/946	**Gasoline/Service Station with or w/o Car Wash**	fuel pos.	$434	n/a	$55	$313	$290	n/a	n/a	$3,261	**$4,298**	**$2,165**	**$4,040**	**$1,037**
947	Self-Service Car Wash	service bay	$198	n/a	$25	$143	$132	n/a	n/a	$3,128	**$3,601**	**$1,709**	**$3,483**	**$473**
n/a	Convenience/Gasoline/Fast Food	1,000 sf	$1,625	n/a	$206	$1,173	$1,084	n/a	n/a	$40,641	**$44,523**	**$20,613**	**$43,556**	**$3,882**
	INDUSTRIAL:													
110	General Light Industrial	1,000 sf	$157	n/a	$20	$113	$105	n/a	n/a	$1,658	**$2,033**	**$994**	**$1,940**	**$375**
120	General Heavy Industrial	1,000 sf	$111	n/a	$14	$80	$74	n/a	n/a	$356	**$621**	**$343**	**$555**	**$265**
140	Manufacturing	1,000 sf	$114	n/a	$14	$82	$76	n/a	n/a	$905	**$1,177**	**$589**	**$1,109**	**$272**
150	Warehousing	1,000 sf	$64	n/a	$8	$46	$42	n/a	n/a	$842	**$994**	**$477**	**$956**	**$152**
151	Mini-Warehouse	1,000 sf	$14	n/a	$2	$10	$9	n/a	n/a	$304	**$337**	**$157**	**$329**	**$33**

All fees include a 2.46% administrative fee

Impact fees at 50% of technical report (no indexing)

ITE LUC	Land Use	Unit	Public Buildings	Library	Fire/EMS		Law Enforcement/ Correctional Facilities	Parks & Recreation		Transportation	Total Payable			
					EMS Only	Fire and EMS		Regional/Specialty	Community & Regional/Specialty		Unincorporated Charlotte	City of Punta Gorda*	Englewood Fire District**	Babcock DRI***
	Adoption %:		50%	50%	50%	50%	50%	50%	50%	50%				
	RESIDENTIAL:													
210	Single Family (Detached)	du	$370	$80	$47	$282	$246	$215	$388	$2,987	**$4,353**	**$2,230**	**$4,118**	**$1,366**
220	Multi-Family (Apartment)	du	$195	$42	$25	$150	$130	$114	$206	$1,931	**$2,654**	**$1,334**	**$2,529**	**$723**
230	Condo/Townhouse (Attached Housing Unit)	du	$195	$42	$25	$150	$130	$114	$206	$1,687	**$2,410**	**$1,226**	**$2,285**	**$723**
240	Mobile Home	du	$200	$43	$25	$154	$134	$117	$209	$2,987	**$3,727**	**$1,811**	**$3,598**	**$740**
	Mobile Home Park	du	$200	$43	$25	$154	$134	$117	$209	$1,096	**$1,836**	**$978**	**$1,707**	**$740**
253	Congregate Care Facility	du	$216	n/a	$27	$162	$144	n/a	n/a	$283	**$805**	**$487**	**$670**	**$522**
	LODGING:													
310	Hotel	room	$143	n/a	$18	$103	$95	$73	$131	$1,518	**$1,990**	**$981**	**$1,905**	**$472**
320	Motel	room	$133	n/a	$17	$96	$89	$73	$131	$1,075	**$1,524**	**$770**	**$1,445**	**$449**
	RECREATIONAL:													
416	RV Park	site	$130	n/a	$16	$94	$87	n/a	n/a	$426	**$737**	**$406**	**$659**	**$311**
420	Marina	boat berth	$49	n/a	$6	$36	$33	n/a	n/a	$1,016	**$1,134**	**$529**	**$1,104**	**$118**
430	Golf Course	hole	$281	n/a	$36	$203	$187	n/a	n/a	$12,311	**$12,982**	**$5,889**	**$12,815**	**$671**
444	Movie Theater w/Matinee	1,000 sf	$1,556	n/a	$197	$1,123	$1,038	n/a	n/a	$11,471	**$15,188**	**$7,662**	**$14,262**	**$3,717**
492	Health/Fitness Club	1,000 sf	$804	n/a	$102	$580	$536	n/a	n/a	$9,150	**$11,070**	**$5,377**	**$10,592**	**$1,920**
	INSTITUTIONS:													
520	Elementary School (Private)	student	$16	n/a	$2	$11	$10	n/a	n/a	$256	**$293**	**$139**	**$284**	**$37**
522	Middle School (Private)	student	$18	n/a	$2	$13	$12	n/a	n/a	$358	**$401**	**$187**	**$390**	**$43**
530	High School (Private)	student	$21	n/a	$3	$15	$14	n/a	n/a	$377	**$427**	**$202**	**$415**	**$50**
540	Univ./Jr. College (7,500 or fewer students)(Private)	student	$26	n/a	$3	$19	$17	n/a	n/a	$693	**$755**	**$348**	**$739**	**$62**
550	Univ./Jr. College (more than 7,500 students)(Private)	student	$18	n/a	$2	$13	$12	n/a	n/a	$517	**$560**	**$257**	**$549**	**$43**
560	Church	1,000 sf	$133	n/a	$17	$96	$89	n/a	n/a	$1,816	**$2,134**	**$1,023**	**$2,055**	**$318**
565	Day Care	1,000 sf	$232	n/a	$29	$167	$154	n/a	n/a	$5,823	**$6,376**	**$2,951**	**$6,238**	**$553**
610	Hospital	1,000 sf	$356	n/a	$45	$257	$238	n/a	n/a	$3,891	**$4,742**	**$2,311**	**$4,530**	**$851**
620	Nursing Home	1,000 sf	$448	n/a	$57	$323	$298	n/a	n/a	$975	**$2,044**	**$1,181**	**$1,778**	**$1,069**
	OFFICE:													
710	General Office 100,000 sf or less	1,000 sf	$310	n/a	$39	$224	$207	n/a	n/a	$3,570	**$4,311**	**$2,092**	**$4,126**	**$741**
	General Office 100,001-200,000 sf	1,000 sf	$263	n/a	$33	$190	$175	n/a	n/a	$3,023	**$3,651**	**$1,771**	**$3,494**	**$628**
	General Office 200,001-400,000 sf	1,000 sf	$221	n/a	$28	$160	$148	n/a	n/a	$2,563	**$3,092**	**$1,500**	**$2,960**	**$529**
	General Office greater than 400,000 sf	1,000 sf	$200	n/a	$25	$145	$134	n/a	n/a	$2,323	**$2,802**	**$1,358**	**$2,682**	**$479**
720	Medical Office/Clinic 10,000 sf or less	1,000 sf	$297	n/a	$38	$214	$198	n/a	n/a	$4,117	**$4,826**	**$2,311**	**$4,650**	**$709**
	Medical Office/Clinic greater than 10,000 sf	1,000 sf	$453	n/a	$57	$327	$302	n/a	n/a	$6,278	**$7,360**	**$3,523**	**$7,090**	**$1,082**
	RETAIL:													
820	Retail 100,000 sfgla or less	1,000 sfgla	$549	n/a	$70	$396	$366	n/a	n/a	$5,319	**$6,630**	**$3,263**	**$6,304**	**$1,311**
	Retail 100,001-200,000 sfgla	1,000 sfgla	$552	n/a	$70	$398	$368	n/a	n/a	$4,742	**$6,060**	**$3,014**	**$5,732**	**$1,318**
	Retail 200,001-400,000 sfgla	1,000 sfgla	$609	n/a	$77	$440	$406	n/a	n/a	$4,489	**$5,944**	**$2,998**	**$5,581**	**$1,455**
	Retail greater than 400,000 sfgla	1,000 sfgla	$635	n/a	$81	$458	$423	n/a	n/a	$4,433	**$5,949**	**$3,018**	**$5,572**	**$1,516**
841	New/Used Auto Sales	1,000 sf	$383	n/a	$48	$276	$255	n/a	n/a	$5,637	**$6,551**	**$3,123**	**$6,323**	**$914**
849	Tire Superstore	service bay	$349	n/a	$44	$252	$233	n/a	n/a	$6,348	**$7,182**	**$3,380**	**$6,974**	**$834**
850	**Supermarket**	1,000 sf	$533	n/a	$68	$385	$356	n/a	n/a	$6,597	**$7,871**	**$3,799**	**$7,554**	**$1,274**
851	Convenience Market (24 hour)	1,000 sf	$1,423	n/a	$180	$1,028	$949	n/a	n/a	$23,823	**$27,223**	**$12,873**	**$26,375**	**$3,400**
853	Convenience Market w/Gas Pumps	1,000 sf	$1,517	n/a	$192	$1,095	$1,012	n/a	n/a	$17,406	**$21,030**	**$10,208**	**$20,127**	**$3,624**
862	Home Improvement Superstore	1,000 sf	$471	n/a	$60	$340	$314	n/a	n/a	$2,739	**$3,864**	**$1,997**	**$3,584**	**$1,125**
880/881	Pharmacy/Drug Store with or w/o Drive-Thru	1,000 sf	$510	n/a	$65	$368	$340	n/a	n/a	$3,498	**$4,716**	**$2,396**	**$4,413**	**$1,218**
890	Furniture Store	1,000 sf	$60	n/a	$8	$43	$40	n/a	n/a	$912	**$1,055**	**$502**	**$1,020**	**$143**
911	Bank/Savings Walk-In	1,000 sf	$580	n/a	$74	$419	$387	n/a	n/a	$7,616	**$9,002**	**$4,326**	**$8,657**	**$1,386**
912	Bank/Savings Drive-In	1,000 sf	$593	n/a	$75	$428	$396	n/a	n/a	$10,003	**$11,420**	**$5,398**	**$11,067**	**$1,417**
931	Quality Restaurant	1,000 sf	$1,775	n/a	$225	$1,281	$1,184	n/a	n/a	$12,390	**$16,630**	**$8,434**	**$15,574**	**$4,240**
932	**High-Turnover Restaurant**	1,000 sf	$1,764	n/a	$224	$1,274	$1,177	n/a	n/a	$14,827	**$19,042**	**$9,489**	**$17,992**	**$4,215**
934	Fast Food Restaurant w/Drive-Thru	1,000 sf	$2,316	n/a	$294	$1,672	$1,545	n/a	n/a	$33,243	**$38,776**	**$18,519**	**$37,398**	**$5,533**
940	Bread/Donut/Bagel Shop w/Drive-Thru	1,000 sf	$1,509	n/a	$191	$1,090	$1,007	n/a	n/a	$14,875	**$18,481**	**$9,081**	**$17,582**	**$3,606**
944/946	**Gasoline/Service Station with or w/o Car Wash**	fuel pos.	$497	n/a	$63	$359	$331	n/a	n/a	$3,734	**$4,921**	**$2,478**	**$4,625**	**$1,187**
947	Self-Service Car Wash	service bay	$226	n/a	$29	$163	$151	n/a	n/a	$3,581	**$4,121**	**$1,956**	**$3,987**	**$540**
n/a	Convenience/Gasoline/Fast Food	1,000 sf	$1,861	n/a	$236	$1,343	$1,241	n/a	n/a	$46,528	**$50,973**	**$23,599**	**$49,866**	**$4,445**
	INDUSTRIAL:													
110	General Light Industrial	1,000 sf	$180	n/a	$23	$130	$120	n/a	n/a	$1,898	**$2,328**	**$1,138**	**$2,221**	**$430**
120	General Heavy Industrial	1,000 sf	$128	n/a	$16	$92	$85	n/a	n/a	$407	**$712**	**$394**	**$636**	**$305**
140	Manufacturing	1,000 sf	$130	n/a	$16	$94	$87	n/a	n/a	$1,036	**$1,347**	**$674**	**$1,269**	**$311**
150	Warehousing	1,000 sf	$73	n/a	$9	$53	$49	n/a	n/a	$964	**$1,139**	**$547**	**$1,095**	**$175**
151	Mini-Warehouse	1,000 sf	$16	n/a	$2	$11	$10	n/a	n/a	$348	**$385**	**$179**	**$376**	**$37**

All fees include a 2.46% administrative fee

* County fees payable in the City of Punta Gorda are set out in Charlotte County Ordinance Sec.3-3.5-5(d) and will be collected by the City of Punta Gorda. Additional fees assessed by the City of Punta Gorda will apply

** County fees payable within the limits of the Englewood Fire Districtare set out in Charlotte County Ordinance Sec. 3-3.5-5(e). Fire impact fees are paid directly to the Englewood Fire District. For more information, please contact them directly on 941.474.3311 or visit thier website at www.englewood-fire.com. A receipt confirming payment of the Englewood Fire District impact fee will be required as part of your permit application.

***County fees payable within the limits of Babcock Ranch are set out in Charlotte County Ordinance Sec.3-3.5-5(f). Transportation fees are not assessed within Babcock Ranch.

Impact fees at 60% of technical report (no indexing)

ITE LUC	Land Use	Unit	Public Buildings	Library	Fire/EMS		Law Enforcement/ Correctional Facilities	Parks & Recreation		Transportation	Total Payable			
					EMS Only	Fire and EMS		Regional/Specialty	Community & Regional/Specialty		Unincorporated Charlotte	City of Punta Gorda*	Englewood Fire District**	Babcock DRI***
	Adoption %:		60%	60%	60%	60%	60%	60%	60%	60%				
	RESIDENTIAL:													
210	Single Family (Detached)	du	$443	$96	$56	$339	$296	$257	$465	$3,584	**$5,223**	**$2,675**	**$4,940**	**$1,639**
220	Multi-Family (Apartment)	du	$234	$51	$30	$180	$156	$136	$247	$2,317	**$3,185**	**$1,600**	**$3,035**	**$868**
230	Condo/Townhouse (Attached Housing Unit)	du	$234	$51	$30	$180	$156	$136	$247	$2,024	**$2,892**	**$1,471**	**$2,742**	**$868**
240	Mobile Home	du	$240	$52	$30	$185	$160	$140	$251	$3,584	**$4,472**	**$2,172**	**$4,317**	**$888**
	Mobile Home Park	du	$240	$52	$30	$185	$160	$140	$251	$1,316	**$2,204**	**$1,174**	**$2,049**	**$888**
253	Congregate Care Facility	du	$259	n/a	$33	$195	$173	n/a	n/a	$340	**$967**	**$585**	**$805**	**$627**
	LODGING:													
310	Hotel	room	$172	n/a	$22	$124	$115	$88	$158	$1,822	**$2,391**	**$1,179**	**$2,289**	**$569**
320	Motel	room	$159	n/a	$20	$115	$106	$88	$158	$1,290	**$1,828**	**$923**	**$1,733**	**$538**
	RECREATIONAL:													
416	RV Park	site	$156	n/a	$20	$113	$104	n/a	n/a	$511	**$884**	**$487**	**$791**	**$373**
420	Marina	boat berth	$59	n/a	$8	$43	$40	n/a	n/a	$1,220	**$1,362**	**$637**	**$1,327**	**$142**
430	Golf Course	hole	$337	n/a	$43	$243	$225	n/a	n/a	$14,773	**$15,578**	**$7,067**	**$15,378**	**$805**
444	Movie Theater w/Matinee	1,000 sf	$1,867	n/a	$237	$1,348	$1,245	n/a	n/a	$13,765	**$18,225**	**$9,194**	**$17,114**	**$4,460**
492	Health/Fitness Club	1,000 sf	$965	n/a	$122	$697	$643	n/a	n/a	$10,980	**$13,285**	**$6,452**	**$12,710**	**$2,305**
	INSTITUTIONS:													
520	Elementary School (Private)	student	$19	n/a	$2	$14	$12	n/a	n/a	$307	**$352**	**$166**	**$340**	**$45**
522	Middle School (Private)	student	$22	n/a	$3	$16	$15	n/a	n/a	$430	**$483**	**$227**	**$470**	**$53**
530	High School (Private)	student	$25	n/a	$3	$18	$17	n/a	n/a	$452	**$512**	**$241**	**$497**	**$60**
540	Univ./Jr. College (7,500 or fewer students)(Private)	student	$31	n/a	$4	$23	$21	n/a	n/a	$831	**$906**	**$418**	**$887**	**$75**
550	Univ./Jr. College (more than 7,500 students)(Private)	student	$22	n/a	$3	$16	$15	n/a	n/a	$620	**$673**	**$310**	**$660**	**$53**
560	Church	1,000 sf	$159	n/a	$20	$115	$106	n/a	n/a	$2,179	**$2,559**	**$1,226**	**$2,464**	**$380**
565	Day Care	1,000 sf	$278	n/a	$35	$201	$185	n/a	n/a	$6,987	**$7,651**	**$3,541**	**$7,485**	**$664**
610	Hospital	1,000 sf	$428	n/a	$54	$309	$285	n/a	n/a	$4,670	**$5,692**	**$2,773**	**$5,437**	**$1,022**
620	Nursing Home	1,000 sf	$537	n/a	$68	$388	$358	n/a	n/a	$1,170	**$2,453**	**$1,417**	**$2,133**	**$1,283**
	OFFICE:													
710	General Office 100,000 sf or less	1,000 sf	$372	n/a	$47	$268	$248	n/a	n/a	$4,284	**$5,172**	**$2,510**	**$4,951**	**$888**
	General Office 100,001-200,000 sf	1,000 sf	$315	n/a	$40	$228	$210	n/a	n/a	$3,628	**$4,381**	**$2,126**	**$4,193**	**$753**
	General Office 200,001-400,000 sf	1,000 sf	$265	n/a	$34	$192	$177	n/a	n/a	$3,075	**$3,709**	**$1,799**	**$3,551**	**$634**
	General Office greater than 400,000 sf	1,000 sf	$240	n/a	$30	$174	$160	n/a	n/a	$2,788	**$3,362**	**$1,630**	**$3,218**	**$574**
720	Medical Office/Clinic 10,000 sf or less	1,000 sf	$356	n/a	$45	$257	$237	n/a	n/a	$4,940	**$5,790**	**$2,771**	**$5,578**	**$850**
	Medical Office/Clinic greater than 10,000 sf	1,000 sf	$543	n/a	$69	$392	$362	n/a	n/a	$7,534	**$8,831**	**$4,227**	**$8,508**	**$1,297**
	RETAIL:													
820	Retail 100,000 sfgla or less	1,000 sfgla	$659	n/a	$84	$476	$439	n/a	n/a	$6,383	**$7,957**	**$3,916**	**$7,565**	**$1,574**
	Retail 100,001-200,000 sfgla	1,000 sfgla	$662	n/a	$84	$478	$441	n/a	n/a	$5,690	**$7,271**	**$3,616**	**$6,877**	**$1,581**
	Retail 200,001-400,000 sfgla	1,000 sfgla	$731	n/a	$93	$528	$487	n/a	n/a	$5,387	**$7,133**	**$3,598**	**$6,698**	**$1,746**
	Retail greater than 400,000 sfgla	1,000 sfgla	$762	n/a	$97	$550	$508	n/a	n/a	$5,320	**$7,140**	**$3,621**	**$6,687**	**$1,820**
841	New/Used Auto Sales	1,000 sf	$459	n/a	$58	$331	$306	n/a	n/a	$6,765	**$7,861**	**$3,748**	**$7,588**	**$1,096**
849	Tire Superstore	service bay	$418	n/a	$53	$302	$279	n/a	n/a	$7,617	**$8,616**	**$4,054**	**$8,367**	**$999**
850	**Supermarket**	1,000 sf	$640	n/a	$81	$462	$427	n/a	n/a	$7,917	**$9,446**	**$4,559**	**$9,065**	**$1,529**
851	Convenience Market (24 hour)	1,000 sf	$1,708	n/a	$217	$1,233	$1,139	n/a	n/a	$28,588	**$32,668**	**$15,449**	**$31,652**	**$4,080**
853	Convenience Market w/Gas Pumps	1,000 sf	$1,820	n/a	$231	$1,314	$1,214	n/a	n/a	$20,888	**$25,236**	**$12,249**	**$24,153**	**$4,348**
862	Home Improvement Superstore	1,000 sf	$565	n/a	$72	$408	$377	n/a	n/a	$3,287	**$4,637**	**$2,396**	**$4,301**	**$1,350**
880/881	Pharmacy/Drug Store with or w/o Drive-Thru	1,000 sf	$612	n/a	$78	$442	$408	n/a	n/a	$4,198	**$5,660**	**$2,876**	**$5,296**	**$1,462**
890	Furniture Store	1,000 sf	$72	n/a	$9	$52	$48	n/a	n/a	$1,094	**$1,266**	**$602**	**$1,223**	**$172**
911	Bank/Savings Walk-In	1,000 sf	$696	n/a	$88	$503	$464	n/a	n/a	$9,139	**$10,802**	**$5,190**	**$10,387**	**$1,663**
912	Bank/Savings Drive-In	1,000 sf	$712	n/a	$90	$514	$475	n/a	n/a	$12,004	**$13,705**	**$6,478**	**$13,281**	**$1,701**
931	Quality Restaurant	1,000 sf	$2,130	n/a	$270	$1,537	$1,420	n/a	n/a	$14,869	**$19,956**	**$10,121**	**$18,689**	**$5,087**
932	**High-Turnover Restaurant**	1,000 sf	$2,117	n/a	$268	$1,528	$1,412	n/a	n/a	$17,793	**$22,850**	**$11,386**	**$21,590**	**$5,057**
934	Fast Food Restaurant w/Drive-Thru	1,000 sf	$2,779	n/a	$352	$2,006	$1,853	n/a	n/a	$39,892	**$46,530**	**$22,221**	**$44,876**	**$6,638**
940	Bread/Donut/Bagel Shop w/Drive-Thru	1,000 sf	$1,811	n/a	$230	$1,307	$1,208	n/a	n/a	$17,850	**$22,176**	**$10,898**	**$21,099**	**$4,326**
944/946	**Gasoline/Service Station with or w/o Car Wash**	fuel pos.	$596	n/a	$76	$431	$398	n/a	n/a	$4,480	**$5,905**	**$2,974**	**$5,550**	**$1,425**
947	Self-Service Car Wash	service bay	$272	n/a	$34	$196	$181	n/a	n/a	$4,297	**$4,946**	**$2,347**	**$4,784**	**$649**
n/a	Convenience/Gasoline/Fast Food	1,000 sf	$2,233	n/a	$283	$1,612	$1,489	n/a	n/a	$55,834	**$61,168**	**$28,319**	**$59,839**	**$5,334**
	INDUSTRIAL:													
110	General Light Industrial	1,000 sf	$215	n/a	$27	$156	$144	n/a	n/a	$2,277	**$2,792**	**$1,363**	**$2,663**	**$515**
120	General Heavy Industrial	1,000 sf	$153	n/a	$19	$110	$102	n/a	n/a	$489	**$854**	**$472**	**$763**	**$365**
140	Manufacturing	1,000 sf	$156	n/a	$20	$113	$104	n/a	n/a	$1,243	**$1,616**	**$809**	**$1,523**	**$373**
150	Warehousing	1,000 sf	$87	n/a	$11	$63	$58	n/a	n/a	$1,157	**$1,365**	**$655**	**$1,313**	**$208**
151	Mini-Warehouse	1,000 sf	$19	n/a	$2	$14	$12	n/a	n/a	$417	**$462**	**$214**	**$450**	**$45**

All fees include a 2.46% administrative fee

* County fees payable in the City of Punta Gorda are set out in Charlotte County Ordinance Sec.3-3.5-5(d) and will be collected by the City of Punta Gorda. Additional fees assessed by the City of Punta Gorda will apply

** County fees payable within the limits of the Englewood Fire Districtare set out in Charlotte County Ordinance Sec. 3-3.5-5(e). Fire impact fees are paid directly to the Englewood Fire District. For more information, please contact them directly on 941.474.3311 or visit thier website at www.englewood-fire.com. A receipt confirming payment of the Englewood Fire District impact fee will be required as part of your permit application.

***County fees payable within the limits of Babcock Ranch are set out in Charlotte County Ordinance Sec.3-3.5-5(f). Transportation fees are not assessed within Babcock Ranch.

Impact fees at 70% of technical report (no indexing)

ITE LUC	Land Use	Unit	Public Buildings	Library	Fire/EMS		Law Enforcement/ Correctional Facilities	Parks & Recreation		Transportation	Total Payable			
					EMS Only	Fire and EMS		Regional/Specialty	Community & Regional/Specialty		Unincorporated Charlotte	City of Punta Gorda*	Englewood Fire District**	Babcock DRI***
	Adoption %:		70%	70%	70%	70%	70%	70%	70%	70%				
	RESIDENTIAL:													
210	Single Family (Detached)	du	$517	$111	$66	$395	$345	$300	$543	$4,181	**$6,092**	**$3,120**	**$5,763**	**$1,911**
220	Multi-Family (Apartment)	du	$273	$59	$35	$210	$182	$159	$288	$2,703	**$3,715**	**$1,866**	**$3,540**	**$1,012**
230	Condo/Townhouse (Attached Housing Unit)	du	$273	$59	$35	$210	$182	$159	$288	$2,362	**$3,374**	**$1,716**	**$3,199**	**$1,012**
240	Mobile Home	du	$281	$61	$36	$216	$187	$164	$292	$4,181	**$5,218**	**$2,537**	**$5,038**	**$1,037**
	Mobile Home Park	du	$281	$61	$36	$216	$187	$164	$292	$1,535	**$2,572**	**$1,373**	**$2,392**	**$1,037**
253	Congregate Care Facility	du	$302	n/a	$38	$227	$202	n/a	n/a	$397	**$1,128**	**$682**	**$939**	**$731**
	LODGING:													
310	Hotel	room	$200	n/a	$25	$145	$134	$102	$184	$2,126	**$2,789**	**$1,374**	**$2,669**	**$663**
320	Motel	room	$186	n/a	$24	$134	$124	$102	$184	$1,505	**$2,133**	**$1,077**	**$2,023**	**$628**
	RECREATIONAL:													
416	RV Park	site	$182	n/a	$23	$132	$121	n/a	n/a	$597	**$1,032**	**$568**	**$923**	**$435**
420	Marina	boat berth	$69	n/a	$9	$50	$46	n/a	n/a	$1,423	**$1,588**	**$742**	**$1,547**	**$165**
430	Golf Course	hole	$393	n/a	$50	$284	$262	n/a	n/a	$17,235	**$18,174**	**$8,244**	**$17,940**	**$939**
444	Movie Theater w/Matinee	1,000 sf	$2,179	n/a	$276	$1,573	$1,453	n/a	n/a	$16,059	**$21,264**	**$10,727**	**$19,967**	**$5,205**
492	Health/Fitness Club	1,000 sf	$1,126	n/a	$143	$813	$751	n/a	n/a	$12,810	**$15,500**	**$7,529**	**$14,830**	**$2,690**
	INSTITUTIONS:													
520	Elementary School (Private)	student	$22	n/a	$3	$16	$15	n/a	n/a	$359	**$412**	**$195**	**$399**	**$53**
522	Middle School (Private)	student	$26	n/a	$3	$18	$17	n/a	n/a	$501	**$562**	**$264**	**$547**	**$61**
530	High School (Private)	student	$29	n/a	$4	$21	$19	n/a	n/a	$528	**$597**	**$281**	**$580**	**$69**
540	Univ./Jr. College (7,500 or fewer students)(Private)	student	$36	n/a	$5	$26	$24	n/a	n/a	$970	**$1,056**	**$488**	**$1,035**	**$86**
550	Univ./Jr. College (more than 7,500 students)(Private)	student	$26	n/a	$3	$18	$17	n/a	n/a	$724	**$785**	**$362**	**$770**	**$61**
560	Church	1,000 sf	$186	n/a	$24	$134	$124	n/a	n/a	$2,543	**$2,987**	**$1,432**	**$2,877**	**$444**
565	Day Care	1,000 sf	$324	n/a	$41	$234	$216	n/a	n/a	$8,152	**$8,926**	**$4,131**	**$8,733**	**$774**
610	Hospital	1,000 sf	$499	n/a	$63	$360	$333	n/a	n/a	$5,448	**$6,640**	**$3,236**	**$6,343**	**$1,192**
620	Nursing Home	1,000 sf	$627	n/a	$79	$452	$418	n/a	n/a	$1,365	**$2,862**	**$1,654**	**$2,489**	**$1,497**
	OFFICE:													
710	General Office 100,000 sf or less	1,000 sf	$434	n/a	$55	$313	$289	n/a	n/a	$4,998	**$6,034**	**$2,928**	**$5,776**	**$1,036**
	General Office 100,001-200,000 sf	1,000 sf	$368	n/a	$47	$266	$245	n/a	n/a	$4,232	**$5,111**	**$2,480**	**$4,892**	**$879**
	General Office 200,001-400,000 sf	1,000 sf	$310	n/a	$39	$224	$207	n/a	n/a	$3,588	**$4,329**	**$2,100**	**$4,144**	**$741**
	General Office greater than 400,000 sf	1,000 sf	$281	n/a	$36	$203	$187	n/a	n/a	$3,253	**$3,924**	**$1,904**	**$3,757**	**$671**
720	Medical Office/Clinic 10,000 sf or less	1,000 sf	$415	n/a	$53	$300	$277	n/a	n/a	$5,764	**$6,756**	**$3,234**	**$6,509**	**$992**
	Medical Office/Clinic greater than 10,000 sf	1,000 sf	$634	n/a	$80	$458	$423	n/a	n/a	$8,790	**$10,305**	**$4,933**	**$9,927**	**$1,515**
	RETAIL:													
820	Retail 100,000 sfgla or less	1,000 sfgla	$769	n/a	$97	$555	$513	n/a	n/a	$7,447	**$9,284**	**$4,568**	**$8,826**	**$1,837**
	Retail 100,001-200,000 sfgla	1,000 sfgla	$772	n/a	$98	$558	$515	n/a	n/a	$6,639	**$8,484**	**$4,219**	**$8,024**	**$1,845**
	Retail 200,001-400,000 sfgla	1,000 sfgla	$852	n/a	$108	$615	$569	n/a	n/a	$6,284	**$8,320**	**$4,197**	**$7,813**	**$2,036**
	Retail greater than 400,000 sfgla	1,000 sfgla	$889	n/a	$113	$642	$593	n/a	n/a	$6,206	**$8,330**	**$4,225**	**$7,801**	**$2,124**
841	New/Used Auto Sales	1,000 sf	$536	n/a	$68	$387	$357	n/a	n/a	$7,892	**$9,172**	**$4,373**	**$8,853**	**$1,280**
849	Tire Superstore	service bay	$488	n/a	$62	$352	$326	n/a	n/a	$8,887	**$10,053**	**$4,731**	**$9,763**	**$1,166**
850	**Supermarket**	1,000 sf	$747	n/a	$95	$539	$498	n/a	n/a	$9,236	**$11,020**	**$5,319**	**$10,576**	**$1,784**
851	Convenience Market (24 hour)	1,000 sf	$1,993	n/a	$253	$1,439	$1,329	n/a	n/a	$33,352	**$38,113**	**$18,024**	**$36,927**	**$4,761**
853	Convenience Market w/Gas Pumps	1,000 sf	$2,124	n/a	$269	$1,533	$1,416	n/a	n/a	$24,369	**$29,442**	**$14,291**	**$28,178**	**$5,073**
862	Home Improvement Superstore	1,000 sf	$659	n/a	$84	$476	$440	n/a	n/a	$3,834	**$5,409**	**$2,795**	**$5,017**	**$1,575**
880/881	Pharmacy/Drug Store with or w/o Drive-Thru	1,000 sf	$714	n/a	$91	$515	$476	n/a	n/a	$4,898	**$6,603**	**$3,355**	**$6,179**	**$1,705**
890	Furniture Store	1,000 sf	$84	n/a	$11	$60	$56	n/a	n/a	$1,277	**$1,477**	**$703**	**$1,428**	**$200**
911	Bank/Savings Walk-In	1,000 sf	$812	n/a	$103	$586	$542	n/a	n/a	$10,662	**$12,602**	**$6,056**	**$12,119**	**$1,940**
912	Bank/Savings Drive-In	1,000 sf	$831	n/a	$105	$600	$554	n/a	n/a	$14,004	**$15,989**	**$7,558**	**$15,494**	**$1,985**
931	Quality Restaurant	1,000 sf	$2,485	n/a	$315	$1,794	$1,657	n/a	n/a	$17,347	**$23,283**	**$11,808**	**$21,804**	**$5,936**
932	**High-Turnover Restaurant**	1,000 sf	$2,470	n/a	$313	$1,783	$1,647	n/a	n/a	$20,758	**$26,658**	**$13,284**	**$25,188**	**$5,900**
934	Fast Food Restaurant w/Drive-Thru	1,000 sf	$3,242	n/a	$411	$2,341	$2,162	n/a	n/a	$46,540	**$54,285**	**$25,925**	**$52,355**	**$7,745**
940	Bread/Donut/Bagel Shop w/Drive-Thru	1,000 sf	$2,113	n/a	$268	$1,525	$1,409	n/a	n/a	$20,825	**$25,872**	**$12,713**	**$24,615**	**$5,047**
944/946	**Gasoline/Service Station with or w/o Car Wash**	fuel pos.	$696	n/a	$88	$502	$464	n/a	n/a	$5,227	**$6,889**	**$3,469**	**$6,475**	**$1,662**
947	Self-Service Car Wash	service bay	$317	n/a	$40	$229	$211	n/a	n/a	$5,013	**$5,770**	**$2,738**	**$5,581**	**$757**
n/a	Convenience/Gasoline/Fast Food	1,000 sf	$2,605	n/a	$330	$1,880	$1,737	n/a	n/a	$65,139	**$71,361**	**$33,038**	**$69,811**	**$6,222**
	INDUSTRIAL:													
110	General Light Industrial	1,000 sf	$251	n/a	$32	$181	$168	n/a	n/a	$2,657	**$3,257**	**$1,592**	**$3,108**	**$600**
120	General Heavy Industrial	1,000 sf	$179	n/a	$23	$129	$119	n/a	n/a	$570	**$997**	**$552**	**$891**	**$427**
140	Manufacturing	1,000 sf	$182	n/a	$23	$132	$121	n/a	n/a	$1,450	**$1,885**	**$943**	**$1,776**	**$435**
150	Warehousing	1,000 sf	$102	n/a	$13	$74	$68	n/a	n/a	$1,350	**$1,594**	**$765**	**$1,533**	**$244**
151	Mini-Warehouse	1,000 sf	$22	n/a	$3	$16	$15	n/a	n/a	$487	**$540**	**$252**	**$527**	**$53**

All fees include a 2.46% administrative fee

* County fees payable in the City of Punta Gorda are set out in Charlotte County Ordinance Sec.3-3.5-5(d) and will be collected by the City of Punta Gorda. Additional fees assessed by the City of Punta Gorda will apply

** County fees payable within the limits of the Englewood Fire Districtare set out in Charlotte County Ordinance Sec. 3-3.5-5(e). Fire impact fees are paid directly to the Englewood Fire District. For more information, please contact them directly on 941.474.3311 or visit thier website at www.englewood-fire.com. A receipt confirming payment of the Englewood Fire District impact fee will be required as part of your permit application.

***County fees payable within the limits of Babcock Ranch are set out in Charlotte County Ordinance Sec.3-3.5-5(f). Transportation fees are not assessed within Babcock Ranch.

Impact fees at 80% of technical report (no indexing)

ITE LUC	Land Use	Unit	Public Buildings	Library	Fire/EMS		Law Enforcement/ Correctional Facilities	Parks & Recreation		Transportation	Total Payable			
					EMS Only	Fire and EMS		Regional/Specialty	Community & Regional/Specialty		Unincorporated Charlotte	City of Punta Gorda*	Englewood Fire District**	Babcock DRI***
	Adoption %:		80%	80%	80%	80%	80%	80%	80%	80%				
	RESIDENTIAL:													
210	Single Family (Detached)	du	$591	$127	$75	$452	$394	$343	$621	$4,779	**$6,964**	**$3,566**	**$6,587**	**$2,185**
220	Multi-Family (Apartment)	du	$312	$68	$40	$240	$208	$182	$329	$3,089	**$4,246**	**$2,134**	**$4,046**	**$1,157**
230	Condo/Townhouse (Attached Housing Unit)	du	$312	$68	$40	$240	$208	$182	$329	$2,699	**$3,856**	**$1,962**	**$3,656**	**$1,157**
240	Mobile Home	du	$321	$69	$41	$246	$214	$187	$334	$4,779	**$5,963**	**$2,898**	**$5,758**	**$1,184**
	Mobile Home Park	du	$321	$69	$41	$246	$214	$187	$334	$1,754	**$2,938**	**$1,567**	**$2,733**	**$1,184**
253	Congregate Care Facility	du	$346	n/a	$44	$259	$230	n/a	n/a	$453	**$1,288**	**$780**	**$1,073**	**$835**
	LODGING:													
310	Hotel	room	$229	n/a	$29	$165	$153	$117	$210	$2,430	**$3,187**	**$1,571**	**$3,051**	**$757**
320	Motel	room	$212	n/a	$27	$153	$142	$117	$210	$1,721	**$2,438**	**$1,231**	**$2,312**	**$717**
	RECREATIONAL:													
416	RV Park	site	$208	n/a	$26	$150	$139	n/a	n/a	$682	**$1,179**	**$649**	**$1,055**	**$497**
420	Marina	boat berth	$79	n/a	$10	$57	$53	n/a	n/a	$1,626	**$1,815**	**$848**	**$1,768**	**$189**
430	Golf Course	hole	$450	n/a	$57	$325	$300	n/a	n/a	$19,697	**$20,772**	**$9,423**	**$20,504**	**$1,075**
444	Movie Theater w/Matinee	1,000 sf	$2,490	n/a	$316	$1,797	$1,660	n/a	n/a	$18,353	**$24,300**	**$12,259**	**$22,819**	**$5,947**
492	Health/Fitness Club	1,000 sf	$1,287	n/a	$163	$929	$858	n/a	n/a	$14,640	**$17,714**	**$8,604**	**$16,948**	**$3,074**
	INSTITUTIONS:													
520	Elementary School (Private)	student	$25	n/a	$3	$18	$17	n/a	n/a	$410	**$470**	**$223**	**$455**	**$60**
522	Middle School (Private)	student	$29	n/a	$4	$21	$19	n/a	n/a	$573	**$642**	**$301**	**$625**	**$69**
530	High School (Private)	student	$33	n/a	$4	$24	$22	n/a	n/a	$603	**$682**	**$321**	**$662**	**$79**
540	Univ./Jr. College (7,500 or fewer students)(Private)	student	$42	n/a	$5	$30	$28	n/a	n/a	$1,108	**$1,208**	**$558**	**$1,183**	**$100**
550	Univ./Jr. College (more than 7,500 students)(Private)	student	$29	n/a	$4	$21	$19	n/a	n/a	$827	**$896**	**$413**	**$879**	**$69**
560	Church	1,000 sf	$212	n/a	$27	$153	$142	n/a	n/a	$2,906	**$3,413**	**$1,636**	**$3,287**	**$507**
565	Day Care	1,000 sf	$371	n/a	$47	$268	$247	n/a	n/a	$9,316	**$10,202**	**$4,722**	**$9,981**	**$886**
610	Hospital	1,000 sf	$570	n/a	$72	$412	$380	n/a	n/a	$6,226	**$7,588**	**$3,697**	**$7,248**	**$1,362**
620	Nursing Home	1,000 sf	$716	n/a	$91	$517	$478	n/a	n/a	$1,560	**$3,271**	**$1,890**	**$2,845**	**$1,711**
	OFFICE:													
710	General Office 100,000 sf or less	1,000 sf	$495	n/a	$63	$358	$330	n/a	n/a	$5,712	**$6,895**	**$3,345**	**$6,600**	**$1,183**
	General Office 100,001-200,000 sf	1,000 sf	$421	n/a	$53	$304	$280	n/a	n/a	$4,837	**$5,842**	**$2,835**	**$5,591**	**$1,005**
	General Office 200,001-400,000 sf	1,000 sf	$354	n/a	$45	$255	$236	n/a	n/a	$4,100	**$4,945**	**$2,399**	**$4,735**	**$845**
	General Office greater than 400,000 sf	1,000 sf	$321	n/a	$41	$231	$214	n/a	n/a	$3,717	**$4,483**	**$2,175**	**$4,293**	**$766**
720	Medical Office/Clinic 10,000 sf or less	1,000 sf	$475	n/a	$60	$343	$317	n/a	n/a	$6,587	**$7,722**	**$3,696**	**$7,439**	**$1,135**
	Medical Office/Clinic greater than 10,000 sf	1,000 sf	$724	n/a	$92	$523	$483	n/a	n/a	$10,045	**$11,775**	**$5,637**	**$11,344**	**$1,730**
	RETAIL:													
820	Retail 100,000 sfgla or less	1,000 sfgla	$878	n/a	$111	$634	$586	n/a	n/a	$8,511	**$10,609**	**$5,220**	**$10,086**	**$2,098**
	Retail 100,001-200,000 sfgla	1,000 sfgla	$883	n/a	$112	$637	$589	n/a	n/a	$7,587	**$9,696**	**$4,822**	**$9,171**	**$2,109**
	Retail 200,001-400,000 sfgla	1,000 sfgla	$974	n/a	$124	$703	$650	n/a	n/a	$7,182	**$9,509**	**$4,798**	**$8,930**	**$2,327**
	Retail greater than 400,000 sfgla	1,000 sfgla	$1,016	n/a	$129	$733	$678	n/a	n/a	$7,093	**$9,520**	**$4,829**	**$8,916**	**$2,427**
841	New/Used Auto Sales	1,000 sf	$612	n/a	$78	$442	$408	n/a	n/a	$9,020	**$10,482**	**$4,997**	**$10,118**	**$1,462**
849	Tire Superstore	service bay	$558	n/a	$71	$403	$372	n/a	n/a	$10,157	**$11,490**	**$5,407**	**$11,158**	**$1,333**
850	**Supermarket**	1,000 sf	$854	n/a	$108	$616	$569	n/a	n/a	$10,556	**$12,595**	**$6,079**	**$12,087**	**$2,039**
851	Convenience Market (24 hour)	1,000 sf	$2,277	n/a	$289	$1,644	$1,519	n/a	n/a	$38,117	**$43,557**	**$20,598**	**$42,202**	**$5,440**
853	Convenience Market w/Gas Pumps	1,000 sf	$2,427	n/a	$308	$1,752	$1,619	n/a	n/a	$27,850	**$33,648**	**$16,333**	**$32,204**	**$5,798**
862	Home Improvement Superstore	1,000 sf	$754	n/a	$96	$544	$503	n/a	n/a	$4,382	**$6,183**	**$3,196**	**$5,735**	**$1,801**
880/881	Pharmacy/Drug Store with or w/o Drive-Thru	1,000 sf	$816	n/a	$103	$589	$544	n/a	n/a	$5,598	**$7,547**	**$3,834**	**$7,061**	**$1,949**
890	Furniture Store	1,000 sf	$96	n/a	$12	$69	$64	n/a	n/a	$1,459	**$1,688**	**$803**	**$1,631**	**$229**
911	Bank/Savings Walk-In	1,000 sf	$928	n/a	$118	$670	$619	n/a	n/a	$12,185	**$14,402**	**$6,921**	**$13,850**	**$2,217**
912	Bank/Savings Drive-In	1,000 sf	$949	n/a	$120	$685	$633	n/a	n/a	$16,005	**$18,272**	**$8,637**	**$17,707**	**$2,267**
931	Quality Restaurant	1,000 sf	$2,839	n/a	$360	$2,050	$1,894	n/a	n/a	$19,825	**$26,608**	**$13,494**	**$24,918**	**$6,783**
932	**High-Turnover Restaurant**	1,000 sf	$2,823	n/a	$358	$2,038	$1,883	n/a	n/a	$23,724	**$30,468**	**$15,182**	**$28,788**	**$6,744**
934	Fast Food Restaurant w/Drive-Thru	1,000 sf	$3,706	n/a	$470	$2,675	$2,471	n/a	n/a	$53,189	**$62,041**	**$29,630**	**$59,836**	**$8,852**
940	Bread/Donut/Bagel Shop w/Drive-Thru	1,000 sf	$2,415	n/a	$306	$1,743	$1,610	n/a	n/a	$23,800	**$29,568**	**$14,529**	**$28,131**	**$5,768**
944/946	**Gasoline/Service Station with or w/o Car Wash**	fuel pos.	$795	n/a	$101	$574	$530	n/a	n/a	$5,974	**$7,873**	**$3,964**	**$7,400**	**$1,899**
947	Self-Service Car Wash	service bay	$362	n/a	$46	$261	$242	n/a	n/a	$5,730	**$6,595**	**$3,130**	**$6,380**	**$865**
n/a	Convenience/Gasoline/Fast Food	1,000 sf	$2,977	n/a	$377	$2,149	$1,985	n/a	n/a	$74,445	**$81,556**	**$37,757**	**$79,784**	**$7,111**
	INDUSTRIAL:													
110	General Light Industrial	1,000 sf	$287	n/a	$36	$207	$192	n/a	n/a	$3,036	**$3,722**	**$1,818**	**$3,551**	**$686**
120	General Heavy Industrial	1,000 sf	$204	n/a	$26	$147	$136	n/a	n/a	$652	**$1,139**	**$630**	**$1,018**	**$487**
140	Manufacturing	1,000 sf	$208	n/a	$26	$150	$139	n/a	n/a	$1,657	**$2,154**	**$1,078**	**$2,030**	**$497**
150	Warehousing	1,000 sf	$117	n/a	$15	$84	$78	n/a	n/a	$1,543	**$1,822**	**$876**	**$1,753**	**$279**
151	Mini-Warehouse	1,000 sf	$25	n/a	$3	$18	$17	n/a	n/a	$557	**$617**	**$287**	**$602**	**$60**

All fees include a 2.46% administrative fee

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** County fees payable within the limits of the Englewood Fire Districtare set out in Charlotte County Ordinance Sec. 3-3.5-5(e). Fire impact fees are paid directly to the Englewood Fire District. For more information, please contact them directly on 941.474.3311 or visit thier website at www.englewood-fire.com. A receipt confirming payment of the Englewood Fire District impact fee will be required as part of your permit application.

***County fees payable within the limits of Babcock Ranch are set out in Charlotte County Ordinance Sec.3-3.5-5(f). Transportation fees are not assessed within Babcock Ranch.

Impact fees at 90% of technical report (no indexing)

ITE LUC	Land Use	Unit	Public Buildings	Library	Fire/EMS		Law Enforcement/ Correctional Facilities	Parks & Recreation		Transportation	Total Payable			
					EMS Only	Fire and EMS		Regional/Specialty	Community & Regional/Specialty		Unincorporated Charlotte	City of Punta Gorda*	Englewood Fire District**	Babcock DRI***
	Adoption %:		90%	90%	90%	90%	90%	90%	90%	90%				
	RESIDENTIAL:													
210	Single Family (Detached)	du	$665	$143	$84	$508	$444	$386	$698	$5,376	**$7,834**	**$4,012**	**$7,410**	**$2,458**
220	Multi-Family (Apartment)	du	$351	$76	$45	$270	$234	$205	$370	$3,476	**$4,777**	**$2,401**	**$4,552**	**$1,301**
230	Condo/Townhouse (Attached Housing Unit)	du	$351	$76	$45	$270	$234	$205	$370	$3,037	**$4,338**	**$2,208**	**$4,113**	**$1,301**
240	Mobile Home	du	$361	$78	$46	$277	$241	$210	$376	$5,376	**$6,709**	**$3,260**	**$6,478**	**$1,333**
	Mobile Home Park	du	$361	$78	$46	$277	$241	$210	$376	$1,973	**$3,306**	**$1,763**	**$3,075**	**$1,333**
253	Congregate Care Facility	du	$389	n/a	$49	$292	$259	n/a	n/a	$510	**$1,450**	**$877**	**$1,207**	**$940**
	LODGING:													
310	Hotel	room	$258	n/a	$33	$186	$172	$131	$236	$2,733	**$3,585**	**$1,767**	**$3,432**	**$852**
320	Motel	room	$239	n/a	$30	$172	$159	$131	$236	$1,936	**$2,742**	**$1,384**	**$2,600**	**$806**
	RECREATIONAL:													
416	RV Park	site	$234	n/a	$30	$169	$156	n/a	n/a	$767	**$1,326**	**$731**	**$1,187**	**$559**
420	Marina	boat berth	$89	n/a	$11	$64	$59	n/a	n/a	$1,830	**$2,042**	**$954**	**$1,989**	**$212**
430	Golf Course	hole	$506	n/a	$64	$365	$337	n/a	n/a	$22,159	**$23,367**	**$10,600**	**$23,066**	**$1,208**
444	Movie Theater w/Matinee	1,000 sf	$2,801	n/a	$355	$2,022	$1,868	n/a	n/a	$20,648	**$27,339**	**$13,792**	**$25,672**	**$6,691**
492	Health/Fitness Club	1,000 sf	$1,447	n/a	$184	$1,045	$965	n/a	n/a	$16,470	**$19,927**	**$9,679**	**$19,066**	**$3,457**
	INSTITUTIONS:													
520	Elementary School (Private)	student	$28	n/a	$4	$20	$19	n/a	n/a	$461	**$528**	**$251**	**$512**	**$67**
522	Middle School (Private)	student	$33	n/a	$4	$24	$22	n/a	n/a	$645	**$724**	**$339**	**$704**	**$79**
530	High School (Private)	student	$37	n/a	$5	$27	$25	n/a	n/a	$679	**$768**	**$362**	**$746**	**$89**
540	Univ./Jr. College (7,500 or fewer students)(Private)	student	$47	n/a	$6	$34	$31	n/a	n/a	$1,247	**$1,359**	**$627**	**$1,331**	**$112**
550	Univ./Jr. College (more than 7,500 students)(Private)	student	$33	n/a	$4	$24	$22	n/a	n/a	$930	**$1,009**	**$464**	**$989**	**$79**
560	Church	1,000 sf	$239	n/a	$30	$172	$159	n/a	n/a	$3,269	**$3,839**	**$1,839**	**$3,697**	**$570**
565	Day Care	1,000 sf	$417	n/a	$53	$301	$278	n/a	n/a	$10,481	**$11,477**	**$5,312**	**$11,229**	**$996**
610	Hospital	1,000 sf	$642	n/a	$81	$463	$428	n/a	n/a	$7,005	**$8,538**	**$4,160**	**$8,156**	**$1,533**
620	Nursing Home	1,000 sf	$806	n/a	$102	$582	$537	n/a	n/a	$1,755	**$3,680**	**$2,126**	**$3,200**	**$1,925**
	OFFICE:													
710	General Office 100,000 sf or less	1,000 sf	$557	n/a	$71	$402	$372	n/a	n/a	$6,425	**$7,756**	**$3,764**	**$7,425**	**$1,331**
	General Office 100,001-200,000 sf	1,000 sf	$473	n/a	$60	$342	$316	n/a	n/a	$5,442	**$6,573**	**$3,190**	**$6,291**	**$1,131**
	General Office 200,001-400,000 sf	1,000 sf	$398	n/a	$50	$287	$266	n/a	n/a	$4,613	**$5,564**	**$2,699**	**$5,327**	**$951**
	General Office greater than 400,000 sf	1,000 sf	$361	n/a	$46	$260	$241	n/a	n/a	$4,182	**$5,044**	**$2,447**	**$4,830**	**$862**
720	Medical Office/Clinic 10,000 sf or less	1,000 sf	$534	n/a	$68	$385	$356	n/a	n/a	$7,410	**$8,685**	**$4,158**	**$8,368**	**$1,275**
	Medical Office/Clinic greater than 10,000 sf	1,000 sf	$815	n/a	$103	$588	$544	n/a	n/a	$11,301	**$13,248**	**$6,342**	**$12,763**	**$1,947**
	RETAIL:													
820	Retail 100,000 sfgla or less	1,000 sfgla	$988	n/a	$125	$713	$659	n/a	n/a	$9,575	**$11,935**	**$5,873**	**$11,347**	**$2,360**
	Retail 100,001-200,000 sfgla	1,000 sfgla	$993	n/a	$126	$717	$662	n/a	n/a	$8,535	**$10,907**	**$5,424**	**$10,316**	**$2,372**
	Retail 200,001-400,000 sfgla	1,000 sfgla	$1,096	n/a	$139	$791	$731	n/a	n/a	$8,080	**$10,698**	**$5,397**	**$10,046**	**$2,618**
	Retail greater than 400,000 sfgla	1,000 sfgla	$1,143	n/a	$145	$825	$762	n/a	n/a	$7,979	**$10,709**	**$5,431**	**$10,029**	**$2,730**
841	New/Used Auto Sales	1,000 sf	$689	n/a	$87	$497	$459	n/a	n/a	$10,147	**$11,792**	**$5,622**	**$11,382**	**$1,645**
849	Tire Superstore	service bay	$628	n/a	$80	$453	$419	n/a	n/a	$11,426	**$12,926**	**$6,083**	**$12,553**	**$1,500**
850	**Supermarket**	1,000 sf	$960	n/a	$122	$693	$640	n/a	n/a	$11,875	**$14,168**	**$6,838**	**$13,597**	**$2,293**
851	Convenience Market (24 hour)	1,000 sf	$2,562	n/a	$325	$1,850	$1,709	n/a	n/a	$42,881	**$49,002**	**$23,173**	**$47,477**	**$6,121**
853	Convenience Market w/Gas Pumps	1,000 sf	$2,731	n/a	$346	$1,971	$1,821	n/a	n/a	$31,332	**$37,855**	**$18,375**	**$36,230**	**$6,523**
862	Home Improvement Superstore	1,000 sf	$848	n/a	$107	$612	$565	n/a	n/a	$4,930	**$6,955**	**$3,593**	**$6,450**	**$2,025**
880/881	Pharmacy/Drug Store with or w/o Drive-Thru	1,000 sf	$918	n/a	$116	$663	$612	n/a	n/a	$6,297	**$8,490**	**$4,313**	**$7,943**	**$2,193**
890	Furniture Store	1,000 sf	$108	n/a	$14	$78	$72	n/a	n/a	$1,641	**$1,899**	**$904**	**$1,835**	**$258**
911	Bank/Savings Walk-In	1,000 sf	$1,045	n/a	$132	$754	$697	n/a	n/a	$13,709	**$16,205**	**$7,787**	**$15,583**	**$2,496**
912	Bank/Savings Drive-In	1,000 sf	$1,068	n/a	$135	$771	$712	n/a	n/a	$18,006	**$20,557**	**$9,717**	**$19,921**	**$2,551**
931	Quality Restaurant	1,000 sf	$3,194	n/a	$405	$2,306	$2,130	n/a	n/a	$22,303	**$29,933**	**$15,180**	**$28,032**	**$7,630**
932	**High-Turnover Restaurant**	1,000 sf	$3,176	n/a	$403	$2,293	$2,118	n/a	n/a	$26,689	**$34,276**	**$17,080**	**$32,386**	**$7,587**
934	Fast Food Restaurant w/Drive-Thru	1,000 sf	$4,169	n/a	$529	$3,009	$2,780	n/a	n/a	$59,838	**$69,796**	**$33,334**	**$67,316**	**$9,958**
940	Bread/Donut/Bagel Shop w/Drive-Thru	1,000 sf	$2,717	n/a	$344	$1,961	$1,812	n/a	n/a	$26,775	**$33,265**	**$16,346**	**$31,648**	**$6,490**
944/946	**Gasoline/Service Station with or w/o Car Wash**	fuel pos.	$895	n/a	$113	$646	$597	n/a	n/a	$6,721	**$8,859**	**$4,461**	**$8,326**	**$2,138**
947	Self-Service Car Wash	service bay	$408	n/a	$52	$294	$272	n/a	n/a	$6,446	**$7,420**	**$3,522**	**$7,178**	**$974**
n/a	Convenience/Gasoline/Fast Food	1,000 sf	$3,349	n/a	$425	$2,418	$2,233	n/a	n/a	$83,751	**$91,751**	**$42,478**	**$89,758**	**$8,000**
	INDUSTRIAL:													
110	General Light Industrial	1,000 sf	$323	n/a	$41	$233	$216	n/a	n/a	$3,416	**$4,188**	**$2,046**	**$3,996**	**$772**
120	General Heavy Industrial	1,000 sf	$230	n/a	$29	$166	$153	n/a	n/a	$733	**$1,282**	**$709**	**$1,145**	**$549**
140	Manufacturing	1,000 sf	$234	n/a	$30	$169	$156	n/a	n/a	$1,865	**$2,424**	**$1,214**	**$2,285**	**$559**
150	Warehousing	1,000 sf	$131	n/a	$17	$95	$87	n/a	n/a	$1,735	**$2,048**	**$984**	**$1,970**	**$313**
151	Mini-Warehouse	1,000 sf	$28	n/a	$4	$20	$19	n/a	n/a	$626	**$693**	**$323**	**$677**	**$67**

All fees include a 2.46% administrative fee

* County fees payable in the City of Punta Gorda are set out in Charlotte County Ordinance Sec.3-3.5-5(d) and will be collected by the City of Punta Gorda. Additional fees assessed by the City of Punta Gorda will apply

** County fees payable within the limits of the Englewood Fire Districtare set out in Charlotte County Ordinance Sec. 3-3.5-5(e). Fire impact fees are paid directly to the Englewood Fire District. For more information, please contact them directly on 941.474.3311 or visit thier website at www.englewood-fire.com. A receipt confirming payment of the Englewood Fire District impact fee will be required as part of your permit application.

***County fees payable within the limits of Babcock Ranch are set out in Charlotte County Ordinance Sec.3-3.5-5(f). Transportation fees are not assessed within Babcock Ranch.

Impact fees at 100% of technical report (no indexing)

ITE LUC	Land Use	Unit	Public Buildings	Library	Fire/EMS		Law Enforcement/ Correctional Facilities	Parks & Recreation		Transportation	Total Payable			
					EMS Only	Fire and EMS		Regional/Specialty	Community & Regional/Specialty		Unincorporated Charlotte	City of Punta Gorda*	Englewood Fire District**	Babcock DRI***
	Adoption %:		100%	100%	100%	100%	100%	100%	100%	100%				
	RESIDENTIAL:													
210	Single Family (Detached)	du	$739	$159	$94	$564	$493	$429	$776	$5,973	**$8,704**	**$4,458**	**$8,234**	**$2,731**
220	Multi-Family (Apartment)	du	$390	$84	$49	$300	$260	$227	$411	$3,862	**$5,307**	**$2,665**	**$5,056**	**$1,445**
230	Condo/Townhouse (Attached Housing Unit)	du	$390	$84	$49	$300	$260	$227	$411	$3,374	**$4,819**	**$2,450**	**$4,568**	**$1,445**
240	Mobile Home	du	$401	$87	$51	$308	$267	$234	$418	$5,973	**$7,454**	**$3,623**	**$7,197**	**$1,481**
	Mobile Home Park	du	$401	$87	$51	$308	$267	$234	$418	$2,193	**$3,674**	**$1,960**	**$3,417**	**$1,481**
253	Congregate Care Facility	du	$432	n/a	$55	$324	$288	n/a	n/a	$567	**$1,611**	**$976**	**$1,342**	**$1,044**
	LODGING:													
310	Hotel	room	$286	n/a	$36	$207	$191	$146	$263	$3,037	**$3,984**	**$1,963**	**$3,813**	**$947**
320	Motel	room	$265	n/a	$34	$192	$177	$146	$263	$2,151	**$3,048**	**$1,538**	**$2,890**	**$897**
	RECREATIONAL:													
416	RV Park	site	$260	n/a	$33	$188	$174	n/a	n/a	$852	**$1,474**	**$812**	**$1,319**	**$622**
420	Marina	boat berth	$99	n/a	$13	$71	$66	n/a	n/a	$2,033	**$2,269**	**$1,061**	**$2,211**	**$236**
430	Golf Course	hole	$562	n/a	$71	$406	$375	n/a	n/a	$24,621	**$25,964**	**$11,777**	**$25,629**	**$1,343**
444	Movie Theater w/Matinee	1,000 sf	$3,112	n/a	$395	$2,247	$2,076	n/a	n/a	$22,942	**$30,377**	**$15,325**	**$28,525**	**$7,435**
492	Health/Fitness Club	1,000 sf	$1,608	n/a	$204	$1,161	$1,072	n/a	n/a	$18,300	**$22,141**	**$10,754**	**$21,184**	**$3,841**
	INSTITUTIONS:													
520	Elementary School (Private)	student	$31	n/a	$4	$23	$21	n/a	n/a	$512	**$587**	**$278**	**$568**	**$75**
522	Middle School (Private)	student	$36	n/a	$5	$26	$24	n/a	n/a	$716	**$802**	**$376**	**$781**	**$86**
530	High School (Private)	student	$42	n/a	$5	$30	$28	n/a	n/a	$754	**$854**	**$402**	**$829**	**$100**
540	Univ./Jr. College (7,500 or fewer students)(Private)	student	$52	n/a	$7	$38	$35	n/a	n/a	$1,385	**$1,510**	**$697**	**$1,479**	**$125**
550	Univ./Jr. College (more than 7,500 students)(Private)	student	$36	n/a	$5	$26	$24	n/a	n/a	$1,034	**$1,120**	**$516**	**$1,099**	**$86**
560	Church	1,000 sf	$265	n/a	$34	$192	$177	n/a	n/a	$3,632	**$4,266**	**$2,044**	**$4,108**	**$634**
565	Day Care	1,000 sf	$463	n/a	$59	$334	$309	n/a	n/a	$11,646	**$12,752**	**$5,903**	**$12,477**	**$1,106**
610	Hospital	1,000 sf	$713	n/a	$90	$515	$476	n/a	n/a	$7,783	**$9,487**	**$4,623**	**$9,062**	**$1,704**
620	Nursing Home	1,000 sf	$895	n/a	$113	$646	$597	n/a	n/a	$1,950	**$4,088**	**$2,362**	**$3,555**	**$2,138**
	OFFICE:													
710	General Office 100,000 sf or less	1,000 sf	$619	n/a	$79	$447	$413	n/a	n/a	$7,139	**$8,618**	**$4,182**	**$8,250**	**$1,479**
	General Office 100,001-200,000 sf	1,000 sf	$526	n/a	$67	$379	$351	n/a	n/a	$6,046	**$7,302**	**$3,545**	**$6,990**	**$1,256**
	General Office 200,001-400,000 sf	1,000 sf	$442	n/a	$56	$319	$295	n/a	n/a	$5,125	**$6,181**	**$2,998**	**$5,918**	**$1,056**
	General Office greater than 400,000 sf	1,000 sf	$401	n/a	$51	$289	$267	n/a	n/a	$4,647	**$5,604**	**$2,718**	**$5,366**	**$957**
720	Medical Office/Clinic 10,000 sf or less	1,000 sf	$593	n/a	$75	$428	$396	n/a	n/a	$8,234	**$9,651**	**$4,620**	**$9,298**	**$1,417**
	Medical Office/Clinic greater than 10,000 sf	1,000 sf	$906	n/a	$115	$654	$604	n/a	n/a	$12,556	**$14,720**	**$7,047**	**$14,181**	**$2,164**
	RETAIL:													
820	Retail 100,000 sfgla or less	1,000 sfgla	$1,098	n/a	$139	$793	$732	n/a	n/a	$10,638	**$13,261**	**$6,525**	**$12,607**	**$2,623**
	Retail 100,001-200,000 sfgla	1,000 sfgla	$1,103	n/a	$140	$797	$736	n/a	n/a	$9,484	**$12,120**	**$6,027**	**$11,463**	**$2,636**
	Retail 200,001-400,000 sfgla	1,000 sfgla	$1,218	n/a	$154	$879	$812	n/a	n/a	$8,978	**$11,887**	**$5,996**	**$11,162**	**$2,909**
	Retail greater than 400,000 sfgla	1,000 sfgla	$1,270	n/a	$161	$917	$847	n/a	n/a	$8,866	**$11,900**	**$6,035**	**$11,144**	**$3,034**
841	New/Used Auto Sales	1,000 sf	$765	n/a	$97	$552	$510	n/a	n/a	$11,275	**$13,102**	**$6,246**	**$12,647**	**$1,827**
849	Tire Superstore	service bay	$697	n/a	$88	$503	$465	n/a	n/a	$12,696	**$14,361**	**$6,757**	**$13,946**	**$1,665**
850	**Supermarket**	1,000 sf	$1,067	n/a	$135	$770	$712	n/a	n/a	$13,195	**$15,744**	**$7,599**	**$15,109**	**$2,549**
851	Convenience Market (24 hour)	1,000 sf	$2,847	n/a	$361	$2,055	$1,899	n/a	n/a	$47,646	**$54,447**	**$25,748**	**$52,753**	**$6,801**
853	Convenience Market w/Gas Pumps	1,000 sf	$3,034	n/a	$385	$2,190	$2,023	n/a	n/a	$34,813	**$42,060**	**$20,416**	**$40,255**	**$7,247**
862	Home Improvement Superstore	1,000 sf	$942	n/a	$119	$680	$628	n/a	n/a	$5,478	**$7,728**	**$3,993**	**$7,167**	**$2,250**
880/881	Pharmacy/Drug Store with or w/o Drive-Thru	1,000 sf	$1,020	n/a	$129	$736	$680	n/a	n/a	$6,997	**$9,433**	**$4,792**	**$8,826**	**$2,436**
890	Furniture Store	1,000 sf	$120	n/a	$15	$86	$80	n/a	n/a	$1,824	**$2,110**	**$1,004**	**$2,039**	**$286**
911	Bank/Savings Walk-In	1,000 sf	$1,161	n/a	$147	$838	$774	n/a	n/a	$15,232	**$18,005**	**$8,653**	**$17,314**	**$2,773**
912	Bank/Savings Drive-In	1,000 sf	$1,187	n/a	$150	$857	$791	n/a	n/a	$20,006	**$22,841**	**$10,796**	**$22,134**	**$2,835**
931	Quality Restaurant	1,000 sf	$3,549	n/a	$450	$2,562	$2,367	n/a	n/a	$24,781	**$33,259**	**$16,867**	**$31,147**	**$8,478**
932	**High-Turnover Restaurant**	1,000 sf	$3,529	n/a	$447	$2,547	$2,353	n/a	n/a	$29,655	**$38,084**	**$18,977**	**$35,984**	**$8,429**
934	Fast Food Restaurant w/Drive-Thru	1,000 sf	$4,632	n/a	$587	$3,344	$3,089	n/a	n/a	$66,486	**$77,551**	**$37,037**	**$74,794**	**$11,065**
940	Bread/Donut/Bagel Shop w/Drive-Thru	1,000 sf	$3,019	n/a	$383	$2,179	$2,013	n/a	n/a	$29,750	**$36,961**	**$18,163**	**$35,165**	**$7,211**
944/946	**Gasoline/Service Station with or w/o Car Wash**	fuel pos.	$994	n/a	$126	$718	$663	n/a	n/a	$7,467	**$9,842**	**$4,956**	**$9,250**	**$2,375**
947	Self-Service Car Wash	service bay	$453	n/a	$57	$327	$302	n/a	n/a	$7,162	**$8,244**	**$3,912**	**$7,974**	**$1,082**
n/a	Convenience/Gasoline/Fast Food	1,000 sf	$3,721	n/a	$472	$2,686	$2,482	n/a	n/a	$93,056	**$101,945**	**$47,198**	**$99,731**	**$8,889**
	INDUSTRIAL:													
110	General Light Industrial	1,000 sf	$359	n/a	$46	$259	$239	n/a	n/a	$3,795	**$4,652**	**$2,273**	**$4,439**	**$857**
120	General Heavy Industrial	1,000 sf	$255	n/a	$32	$184	$170	n/a	n/a	$815	**$1,424**	**$787**	**$1,272**	**$609**
140	Manufacturing	1,000 sf	$260	n/a	$33	$188	$174	n/a	n/a	$2,072	**$2,694**	**$1,349**	**$2,539**	**$622**
150	Warehousing	1,000 sf	$146	n/a	$18	$105	$97	n/a	n/a	$1,928	**$2,276**	**$1,093**	**$2,189**	**$348**
151	Mini-Warehouse	1,000 sf	$31	n/a	$4	$23	$21	n/a	n/a	$696	**$771**	**$359**	**$752**	**$75**

All fees include a 2.46% administrative fee

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** County fees payable within the limits of the Englewood Fire Districtare set out in Charlotte County Ordinance Sec. 3-3.5-5(e). Fire impact fees are paid directly to the Englewood Fire District. For more information, please contact them directly on 941.474.3311 or visit thier website at www.englewood-fire.com. A receipt confirming payment of the Englewood Fire District impact fee will be required as part of your permit application.

***County fees payable within the limits of Babcock Ranch are set out in Charlotte County Ordinance Sec.3-3.5-5(f). Transportation fees are not assessed within Babcock Ranch.

Impact fees at 100% for transportation and 40% for all others (no indexing)

ITE LUC	Land Use	Unit	Public Buildings	Library	Fire/EMS		Law Enforcement/ Correctional Facilities	Parks & Recreation		Transportation	Total Payable			
					EMS Only	Fire and EMS		Regional/Specialty	Community & Regional/Specialty		Unincorporated Charlotte	City of Punta Gorda*	Englewood Fire District**	Babcock DRI***
	Adoption %:		40%	40%	40%	40%	40%	40%	40%	100%				
	RESIDENTIAL:													
210	Single Family (Detached)	du	$296	$64	$37	$226	$197	$172	$310	$5,973	**$7,066**	**$3,361**	**$6,877**	**$1,093**
220	Multi-Family (Apartment)	du	$156	$34	$20	$120	$104	$91	$164	$3,862	**$4,440**	**$2,087**	**$4,340**	**$578**
230	Condo/Townhouse (Attached Housing Unit)	du	$156	$34	$20	$120	$104	$91	$164	$3,374	**$3,952**	**$1,872**	**$3,852**	**$578**
240	Mobile Home	du	$160	$35	$20	$123	$107	$94	$167	$5,973	**$6,565**	**$3,026**	**$6,462**	**$592**
	Mobile Home Park	du	$160	$35	$20	$123	$107	$94	$167	$2,193	**$2,785**	**$1,363**	**$2,682**	**$592**
253	Congregate Care Facility	du	$173	n/a	$22	$130	$115	n/a	n/a	$567	**$985**	**$540**	**$877**	**$418**
	LODGING:													
310	Hotel	room	$114	n/a	$15	$83	$76	$58	$105	$3,037	**$3,415**	**$1,586**	**$3,347**	**$378**
320	Motel	room	$106	n/a	$13	$77	$71	$58	$105	$2,151	**$2,510**	**$1,182**	**$2,446**	**$359**
	RECREATIONAL:													
416	RV Park	site	$104	n/a	$13	$75	$69	n/a	n/a	$852	**$1,100**	**$549**	**$1,038**	**$248**
420	Marina	boat berth	$40	n/a	$5	$29	$26	n/a	n/a	$2,033	**$2,128**	**$961**	**$2,104**	**$95**
430	Golf Course	hole	$225	n/a	$29	$162	$150	n/a	n/a	$24,621	**$25,158**	**$11,212**	**$25,025**	**$537**
444	Movie Theater w/Matinee	1,000 sf	$1,245	n/a	$158	$899	$830	n/a	n/a	$22,942	**$25,916**	**$12,186**	**$25,175**	**$2,974**
492	Health/Fitness Club	1,000 sf	$643	n/a	$82	$464	$429	n/a	n/a	$18,300	**$19,836**	**$9,133**	**$19,454**	**$1,536**
	INSTITUTIONS:													
520	Elementary School (Private)	student	$12	n/a	$2	$9	$8	n/a	n/a	$512	**$541**	**$246**	**$534**	**$29**
522	Middle School (Private)	student	$15	n/a	$2	$11	$10	n/a	n/a	$716	**$752**	**$340**	**$743**	**$36**
530	High School (Private)	student	$17	n/a	$2	$12	$11	n/a	n/a	$754	**$794**	**$360**	**$784**	**$40**
540	Univ./Jr. College (7,500 or fewer students)(Private)	student	$21	n/a	$3	$15	$14	n/a	n/a	$1,385	**$1,435**	**$645**	**$1,423**	**$50**
550	Univ./Jr. College (more than 7,500 students)(Private)	student	$15	n/a	$2	$11	$10	n/a	n/a	$1,034	**$1,070**	**$480**	**$1,061**	**$36**
560	Church	1,000 sf	$106	n/a	$13	$77	$71	n/a	n/a	$3,632	**$3,886**	**$1,776**	**$3,822**	**$254**
565	Day Care	1,000 sf	$185	n/a	$23	$134	$124	n/a	n/a	$11,646	**$12,089**	**$5,435**	**$11,978**	**$443**
610	Hospital	1,000 sf	$285	n/a	$36	$206	$190	n/a	n/a	$7,783	**$8,464**	**$3,903**	**$8,294**	**$681**
620	Nursing Home	1,000 sf	$358	n/a	$45	$258	$239	n/a	n/a	$1,950	**$2,805**	**$1,459**	**$2,592**	**$855**
	OFFICE:													
710	General Office 100,000 sf or less	1,000 sf	$248	n/a	$31	$179	$165	n/a	n/a	$7,139	**$7,731**	**$3,557**	**$7,583**	**$592**
	General Office 100,001-200,000 sf	1,000 sf	$210	n/a	$27	$152	$140	n/a	n/a	$6,046	**$6,548**	**$3,013**	**$6,423**	**$502**
	General Office 200,001-400,000 sf	1,000 sf	$177	n/a	$22	$128	$118	n/a	n/a	$5,125	**$5,548**	**$2,552**	**$5,442**	**$423**
	General Office greater than 400,000 sf	1,000 sf	$160	n/a	$20	$116	$107	n/a	n/a	$4,647	**$5,030**	**$2,313**	**$4,934**	**$383**
720	Medical Office/Clinic 10,000 sf or less	1,000 sf	$237	n/a	$30	$171	$158	n/a	n/a	$8,234	**$8,800**	**$4,021**	**$8,659**	**$566**
	Medical Office/Clinic greater than 10,000 sf	1,000 sf	$362	n/a	$46	$261	$242	n/a	n/a	$12,556	**$13,421**	**$6,134**	**$13,206**	**$865**
	RETAIL:													
820	Retail 100,000 sfgla or less	1,000 sfgla	$439	n/a	$56	$317	$293	n/a	n/a	$10,638	**$11,687**	**$5,419**	**$11,426**	**$1,049**
	Retail 100,001-200,000 sfgla	1,000 sfgla	$441	n/a	$56	$319	$294	n/a	n/a	$9,484	**$10,538**	**$4,914**	**$10,275**	**$1,054**
	Retail 200,001-400,000 sfgla	1,000 sfgla	$487	n/a	$62	$352	$325	n/a	n/a	$8,978	**$10,142**	**$4,769**	**$9,852**	**$1,164**
	Retail greater than 400,000 sfgla	1,000 sfgla	$508	n/a	$64	$367	$339	n/a	n/a	$8,866	**$10,080**	**$4,754**	**$9,777**	**$1,214**
841	New/Used Auto Sales	1,000 sf	$306	n/a	$39	$221	$204	n/a	n/a	$11,275	**$12,006**	**$5,475**	**$11,824**	**$731**
849	Tire Superstore	service bay	$279	n/a	$35	$201	$186	n/a	n/a	$12,696	**$13,362**	**$6,055**	**$13,196**	**$666**
850	**Supermarket**	1,000 sf	$427	n/a	$54	$308	$285	n/a	n/a	$13,195	**$14,215**	**$6,523**	**$13,961**	**$1,020**
851	Convenience Market (24 hour)	1,000 sf	$1,139	n/a	$144	$822	$759	n/a	n/a	$47,646	**$50,366**	**$22,877**	**$49,688**	**$2,720**
853	Convenience Market w/Gas Pumps	1,000 sf	$1,214	n/a	$154	$876	$809	n/a	n/a	$34,813	**$37,712**	**$17,357**	**$36,990**	**$2,899**
862	Home Improvement Superstore	1,000 sf	$377	n/a	$48	$272	$251	n/a	n/a	$5,478	**$6,378**	**$3,044**	**$6,154**	**$900**
880/881	Pharmacy/Drug Store with or w/o Drive-Thru	1,000 sf	$408	n/a	$52	$295	$272	n/a	n/a	$6,997	**$7,972**	**$3,764**	**$7,729**	**$975**
890	Furniture Store	1,000 sf	$48	n/a	$6	$35	$32	n/a	n/a	$1,824	**$1,939**	**$883**	**$1,910**	**$115**
911	Bank/Savings Walk-In	1,000 sf	$464	n/a	$59	$335	$310	n/a	n/a	$15,232	**$16,341**	**$7,482**	**$16,065**	**$1,109**
912	Bank/Savings Drive-In	1,000 sf	$475	n/a	$60	$343	$317	n/a	n/a	$20,006	**$21,141**	**$9,601**	**$20,858**	**$1,135**
931	Quality Restaurant	1,000 sf	$1,420	n/a	$180	$1,025	$947	n/a	n/a	$24,781	**$28,173**	**$13,290**	**$27,328**	**$3,392**
932	**High-Turnover Restaurant**	1,000 sf	$1,411	n/a	$179	$1,019	$941	n/a	n/a	$29,655	**$33,026**	**$15,419**	**$32,186**	**$3,371**
934	Fast Food Restaurant w/Drive-Thru	1,000 sf	$1,853	n/a	$235	$1,338	$1,236	n/a	n/a	$66,486	**$70,913**	**$32,368**	**$69,810**	**$4,427**
940	Bread/Donut/Bagel Shop w/Drive-Thru	1,000 sf	$1,207	n/a	$153	$872	$805	n/a	n/a	$29,750	**$32,634**	**$15,118**	**$31,915**	**$2,884**
944/946	**Gasoline/Service Station with or w/o Car Wash**	fuel pos.	$398	n/a	$50	$287	$265	n/a	n/a	$7,467	**$8,417**	**$3,953**	**$8,180**	**$950**
947	Self-Service Car Wash	service bay	$181	n/a	$23	$131	$121	n/a	n/a	$7,162	**$7,595**	**$3,456**	**$7,487**	**$433**
n/a	Convenience/Gasoline/Fast Food	1,000 sf	$1,488	n/a	$189	$1,075	$993	n/a	n/a	$93,056	**$96,612**	**$43,446**	**$95,726**	**$3,556**
	INDUSTRIAL:													
110	General Light Industrial	1,000 sf	$144	n/a	$18	$104	$96	n/a	n/a	$3,795	**$4,139**	**$1,911**	**$4,053**	**$344**
120	General Heavy Industrial	1,000 sf	$102	n/a	$13	$74	$68	n/a	n/a	$815	**$1,059**	**$530**	**$998**	**$244**
140	Manufacturing	1,000 sf	$104	n/a	$13	$75	$69	n/a	n/a	$2,072	**$2,320**	**$1,086**	**$2,258**	**$248**
150	Warehousing	1,000 sf	$58	n/a	$7	$42	$39	n/a	n/a	$1,928	**$2,067**	**$946**	**$2,032**	**$139**
151	Mini-Warehouse	1,000 sf	$12	n/a	$2	$9	$8	n/a	n/a	$696	**$725**	**$327**	**$718**	**$29**

All fees include a 2.46% administrative fee

* County fees payable in the City of Punta Gorda are set out in Charlotte County Ordinance Sec.3-3.5-5(d) and will be collected by the City of Punta Gorda. Additional fees assessed by the City of Punta Gorda will apply

** County fees payable within the limits of the Englewood Fire Districtare set out in Charlotte County Ordinance Sec. 3-3.5-5(e). Fire impact fees are paid directly to the Englewood Fire District. For more information, please contact them directly on 941.474.3311 or visit thier website at www.englewood-fire.com. A receipt confirming payment of the Englewood Fire District impact fee will be required as part of your permit application.

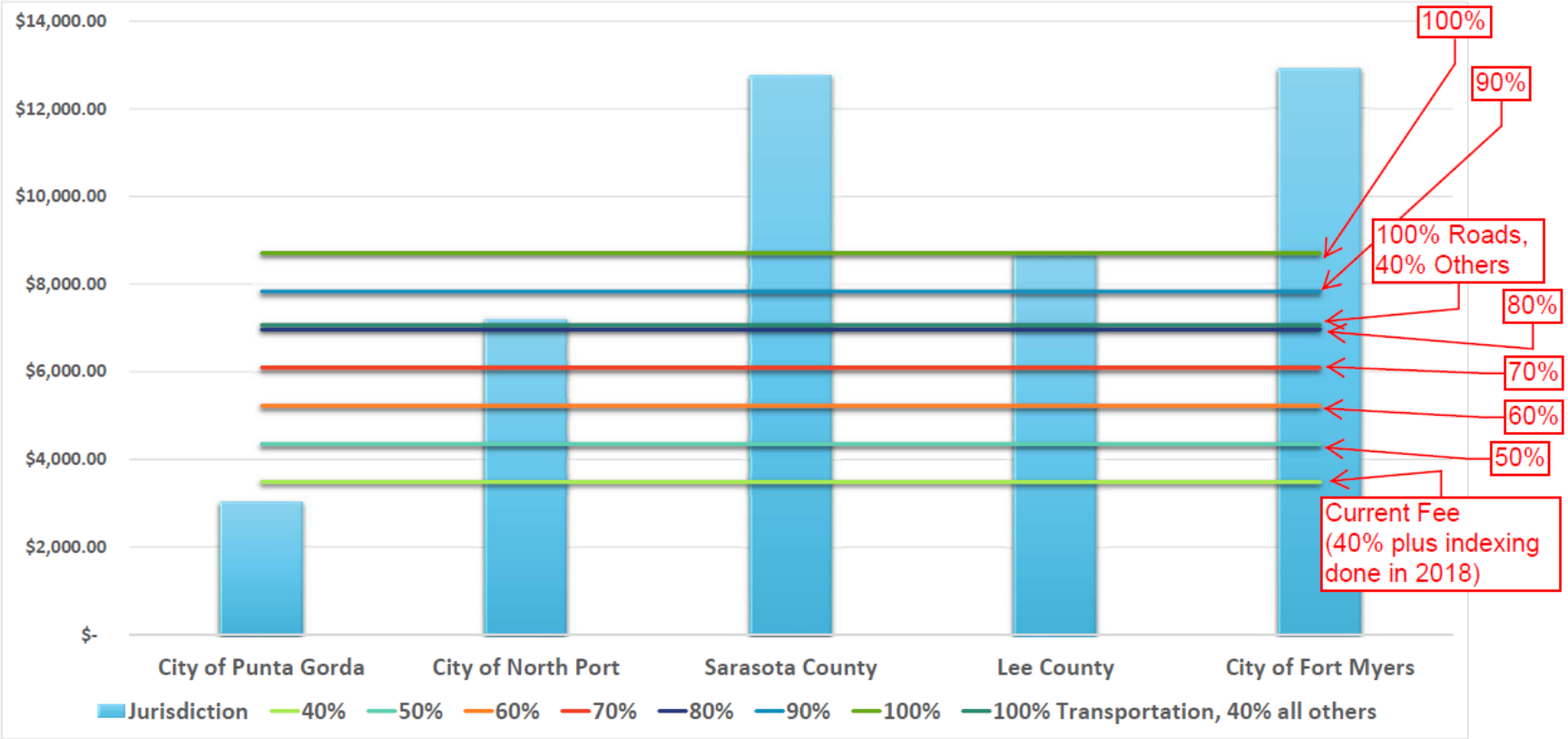
***County fees payable within the limits of Babcock Ranch are set out in Charlotte County Ordinance Sec.3-3.5-5(f). Transportation fees are not assessed within Babcock Ranch.

Impact Fees

Examples and Comparables

Jurisdiction	Amount
City of Punta Gorda	$ 3,030.00
Current Fee (40% of technical reports plus indexing from 2018)	$ 3,803.00
50% of technical reports (no indexing)	$ 4,353.00
60% of technical reports (no indexing)	$ 5,223.00
70% of technical reports (no indexing)	$ 6,092.00
80% of technical reports (no indexing)	$ 6,964.00
100% Transportation, 40% all others of technical reports (no indexing)	$ 7,066.00
City of North Port	$ 7,206.40
90% of technical reports (no indexing)	$ 7,834.00
Lee County	$ 8,700.00
100% of technical reports (no indexing)	$ 8,704.00
Sarasota County	$12,779.43
City of Fort Myers	$12,915.66

Chart comparing various increase scenarios with surrounding jurisdictions impact fees



Proposed changes to the ordinance

- Cleaned language to remove extraneous references.
- Amended definitions to be in-line with industry standards.
- Clarified the definition of land development activity to be when a permit for a structure that creates an impact is applied for.
- Added a section to address re-calculation of an impact fee if the permit becomes abandoned.

Proposed changes to the ordinance

- Removed the fee schedule from the ordinance and referenced it as Exhibit C.
- Amended the language surrounding annual indexing to give the Board more flexibility and change the timescales to ensure the current years' valuation is available for use.

Decision points

- Percentage of any increase?
- Any phasing of increase?
- Changes to the ordinance?
- Indexing for 2019 and beyond?

Charlotte County Board Of County Commissioners
Agenda Item Summary

Item Number: -

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1 DEPARTMENT MAKING REQUEST

Charlotte County Schedule

2 MEETING DATE

3/26/2019

3 REQUESTED MOTION/ACTION

Tuesday, April 2, 2019	9:00 a.m.	Board of County Commissioners Utilities Quarterly Update Meeting	Murdock Administration Center, 18500 Murdock Circle, Commission Chambers Room #119, Port Charlotte
Thursday, April 4, 2019	1:30 p.m.	Board of County Commissioners Pre-Agenda Meeting	Murdock Administration Center, 18500 Murdock Circle, Building B, Room #106-B, Port Charlotte
Tuesday, April 9, 2019	9:00 a.m.	Board of County Commissioners Regular and Land Use Meeting	Murdock Administration Center, 18500 Murdock Circle, Commission Chambers Room #119, Port Charlotte
Tuesday, April 16, 2019	9:00 a.m.	Board of County Commissioners Monthly Workshop	Murdock Administration Center, 18500 Murdock Circle, Commission Chambers Room #119, Port Charlotte
Thursday, April 18, 2019	1:30 p.m.	Board of County Commissioners Pre-Agenda Meeting	Murdock Administration Center, 18500 Murdock Circle, Building B, Room #106-B, Port Charlotte
Tuesday, April 23, 2019	9:00 a.m.	Board of County Commissioners Regular and Land Use Meeting	Murdock Administration Center, 18500 Murdock Circle, Commission Chambers Room #119, Port Charlotte
Thursday, May 09, 2019	1:30 p.m.	Board of County Commissioners Pre-Agenda Meeting	Murdock Administration Center, 18500 Murdock Circle, Building B, Room #106-B, Port Charlotte
Monday, May 13, 2019	9:00 a.m.	MSBU Workshop	Murdock Administration Center, 18500 Murdock Circle, Commission Chambers Room #119, Port Charlotte
Tuesday, May 14, 2019	9:00 a.m.	Board of County Commissioners Regular Meeting	Murdock Administration Center, 18500 Murdock Circle, Commission Chambers Room #119, Port Charlotte
Tuesday, May 14, 2019	2:00 p.m.	Focus Area Workshop #1	Murdock Administration Center, 18500 Murdock Circle, Commission Chambers Room #119, Port Charlotte

4 AGENDA

5 IS THIS ITEM BUDGETED (IF APPLICABLE) -

4 AGENDA **5 IS THIS ITEM BUDGETED (IF APPLICABLE) -**

Budget Action
No action needed.

Financial Impact Summary Statement

Detailed Analysis Attached -

Budget Officer-

6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)