

*CITY OF POMPANO BEACH,  
FLORIDA*

**PROFESSIONAL CONSULTING AGREEMENT**

**with**

**CRAVEN, THOMPSON & ASSOCIATES, INC.**



**CONTINUING CONTRACT FOR LANDSCAPE ARCHITECTURAL  
SERVICES FOR VARIOUS CITY PROJECTS RLI T-25-20**

## **CONTRACT FOR PROFESSIONAL CONSULTING SERVICES**

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This Contract is made on \_\_\_\_\_, by and between the City of Pompano Beach, a municipal corporation of the State of Florida, hereinafter referred to as "CITY," and Craven, Thompson & Associates, Inc. a Florida corporation, hereinafter referred to as the "Consultant".

**WHEREAS**, the Consultant is able and prepared to provide such services as City requires under the terms and conditions set forth herein; and

**WHEREAS**, the City Commission has approved the recommendation that Consultant be employed by the City and authorized the negotiation of contractual terms.

**NOW, THEREFORE**, in consideration of the mutual promises herein, the City and the Consultant agree as follows:

### **ARTICLE 1 – SERVICES/CONSULTANT AND CITY REPRESENTATIVES**

The Consultant's responsibility under this Contract is to provide professional consulting services as more specifically set forth in RLI No. T-25-20 attached hereto as Exhibit A and incorporated herein in its entirety.

The Consultant's representative shall be Patrick J. Gibney, P.E.

The CITY's representative shall be City Engineer or designee,

### **ARTICLE 2 – TERM**

The CONSULTANT shall adhere to the schedule given in each work authorization after receiving the "Notice to Proceed."

Reports and other items shall be delivered or completed in accordance with the detailed schedule set forth in individual Work Authorizations as negotiated.

The Term of this Contract shall be for an initial period of five (5) years from the date of execution by both the City and the Consultant.

### ARTICLE 3 – PAYMENTS TO CONSULTANT

A. City agrees to pay Consultant in consideration for its services described herein. It is the intention of the parties hereby to ensure that unless otherwise directed by the City in writing, Consultant will continue to provide services as specified in Exhibit A for the term of this Contract.

B. Price Formula. City agrees to pay Consultant as negotiated on a Work Authorization basis. Each work authorization shall specifically identify the scope of the work to be performed and the fees for said services. As set forth in RLI No. T-25-20, professional services under this contract will be restricted to those required for any project for which construction costs will not exceed four million dollars (\$4,000,000.00), and for any study activity fees shall not exceed five hundred thousand dollars (\$500,000.00).

C. Fee Determination. Each individual Work Authorization may be negotiated for fees to be earned by Time and Materials with a Not to Exceed Amount, Lump Sum, or a combination of both methods for subtasks contained therein. The total amount to be paid by the City under a Work Authorization shall not exceed specified amounts for all services and materials including “out of pocket” expenses as specified in Paragraph E below and also including any approved subcontracts unless otherwise agreed in writing by both parties. The Consultant shall notify the City’s Representative in writing when 90% of the “not to exceed amount” for the total Work Authorization has been reached. The Consultant will bill the City on a monthly basis, or as otherwise provided. Time and Materials billing will be made at the amounts set forth in Exhibit B for services rendered toward the completion of the Scope of Work. Where incremental billings for partially completed items are permitted, the total billings shall not exceed the estimated percentage of completion as of the billing date. It is acknowledged and agreed to by the Consultant that the dollar limitation set forth in this section is a limitation upon and describes the maximum extent of City’s obligation to pay Consultant, but does not include a limitation upon Consultant’s duty to perform all services set forth in Exhibit A for the total compensation in the amount or less than the guaranteed maximum stated above.

D. Invoices received by the City from the Consultant pursuant to this Contract will be reviewed and approved in writing by the City’s Representative, indicating that services have been rendered in conformity with the Contract, and then will be sent to the City’s Finance Department for payment. All invoices shall contain a detailed breakdown of the services provided for which payment is being requested. In addition to detailed invoices, upon request of the City’s representative, Consultant shall provide City with detailed periodic Status Reports on the project. All invoice payments by City shall be made after the Work has been verified and completed. Unless disputed by City as provided herein, upon City’s receipt of a Proper Invoice as defined in §218.72, Florida Statutes, as amended, City shall forward Consultant payment for work performed within forty five (45) days for all goods and services provided.

City may temporarily remove for review any disputed amount, by line item, from an invoice and shall timely provide Consultant written notification of any such disputed charge. Consultant shall provide clarification and a satisfactory explanation to City, along with revised copies of all such documents if inaccuracies or errors are discovered, within ten (10) days of receipt of City’s notice of the disputed amount

In the event City has a claim against Consultant for Work performed hereunder which has not been timely remedied in accordance with the provisions of this Article 3, City may withhold payment for the contested amount, in whole or in part, to protect itself from loss on account of defective Work, claims filed or reasonable evidence indicating probable filing of claims by other parties against Consultant, and/or Consultant's failure to make proper payments to subcontractors or vendors for material or labor. When the reason(s) for withholding payment are removed or resolved in a manner satisfactory to City, payment shall be made.

E. "Out-of-pocket" expenses shall be reimbursed up to an amount not to exceed amounts included in each Work Authorization. All requests for payment of "out-of-pocket" expenses eligible for reimbursement under the terms of this Contract shall include copies of paid receipts, invoices, or other documentation acceptable to the City's Representative and to the Finance Department. Such documentation shall be sufficient to establish that the expense was actually incurred and necessary in the performance of the Scope of Work described in a Work Authorization and this Contract. All out-of-pocket, reimbursables and expenses shall be billed at actual amount paid by Consultant, with no markup.

F. Final Invoice. In order for both parties herein to close their books and records, the Consultant will clearly state "Final Invoice" on the Consultant's final/last billing to the City. This final invoice shall also certify that all services provided by Consultant have been properly performed and all charges and costs have been invoiced to the City. Because this account will thereupon be closed, any and other further charges not properly included on this final invoice are waived by the Consultant.

#### **ARTICLE 4 – TRUTH-IN-NEGOTIATION CERTIFICATE**

Signature of this Contract by the Consultant shall also act as the execution of a truth in negotiation certificate, certifying that the wage rates, overhead charges, and other costs used to determine the compensation provided for this Contract are accurate, complete and current as of the date of the Contract and no higher than those charged the Consultant's most favored customer for the same or substantially similar service. Should the City determine that said rates and costs were significantly increased due to incomplete, non-current or inaccurate representation, then said rates shall be adjusted accordingly.

#### **ARTICLE 5 – TERMINATION**

City shall have the right to terminate this Contract, in whole or in part, for convenience, cause, default or negligence on Consultant's part, upon ten (10) business days advance written notice to Consultant. Such Notice of Termination may include City's proposed Transition Plan and timeline for terminating the Work, requests for certain Work product documents and materials, and other provisions regarding winding down concerns and activities.

If there is any material breach or default in Consultant's performance of any covenant or obligation hereunder which has not been remedied within ten (10) business days after City's written Notice of Termination, City, in its sole discretion, may terminate this Contract immediately

and Consultant shall not be entitled to receive further payment for services rendered from the effective date of the Notice of Termination.

In the event of termination, City shall compensate Consultant for all authorized Work satisfactorily performed through the termination date under the payment terms set forth in Article 3 above and all Work product documents and materials shall be delivered to City within ten (10) business days from the Notice of Termination. If any Work hereunder is in progress but not completed as of the date of the termination, then upon City's written approval, this Contract may be extended until said Work is completed and accepted by City.

This Contract may be cancelled by the Consultant, upon thirty (30) days prior written notice to the City's Representative, in the event of substantial failure by the City to perform in accordance with the terms of this Contract through no fault of the Consultant.

### **ARTICLE 6 – PERSONNEL**

The Consultant is, and shall be, in the performance of all work services and activities under this Contract, an independent Contractor, and not an employee, agent or servant of the City. All persons engaged in any of the work or services performed pursuant to this Contract shall at all times, and in all places, be subject to the Consultant's sole direction, supervision, and control and shall not in any manner be deemed to be employees of the City. The Consultant shall exercise control over the means and manner in which it and its employees perform the work. This contract does not create a partnership or joint venture between the parties.

The Consultant represents that it has, or will secure at its own expense, all necessary personnel required to perform the services under this Contract. Such personnel shall not be employees of or have any contractual relationship with the City, nor shall such personnel be subject to any withholding for tax, Social Security or other purposes by the City, nor be entitled to any benefits of the City including, but not limited to, sick leave, pension benefits, vacation, medical benefits, life insurance, workers or unemployment compensation benefits, or the like from the City.

All of the services required hereunder shall be performed by the Consultant or under its supervision, and all personnel engaged in performing the services shall be fully qualified and, if required, authorized or permitted under state and local law to perform such services.

Any changes or substitutions in the Consultant's key personnel, as may be listed in Article 1, must be made known to the City's Representative at the time substitution becomes effective.

The Consultant warrants that all services shall be performed by skilled and competent personnel to the degree exercised by consultants performing the same or similar services in the same location at the time the services are provided.

## **ARTICLE 7 – SUBCONTRACTING**

Consultant may subcontract any services or work to be provided to City with the prior written approval of the City's Representative. The City reserves the right to accept the use of a subcontractor or to reject the selection of a particular subcontractor and to inspect all facilities of any subcontractors in order to make determination as to the capability of the subcontractor to perform properly under this Contract. The City's acceptance of a subcontractor shall not be unreasonably withheld. The Consultant is encouraged to seek small business enterprises and to utilize businesses that are physically located in the City of Pompano Beach with a current Business Tax Receipt for participation in its subcontracting opportunities.

## **ARTICLE 8 – FEDERAL AND STATE TAX**

The City is exempt from payment of Florida State Sales and Use Taxes. The City will provide the Consultant with the current state issued exemption certificate. The Consultant shall not be exempted from paying sales tax to its suppliers for materials used to fulfill contractual obligations with the City, nor is the Consultant authorized to use the City's Tax Exemption Number in securing such materials.

The Consultant shall be responsible for payment of its own and its share of its employees' payroll, payroll taxes and benefits with respect to this Contract

## **ARTICLE 9 – AVAILABILITY OF FUNDS**

The City's performance and obligation to pay under this contract is contingent upon appropriation for various projects, tasks and other professional services by the City Commission.

## **ARTICLE 10 - INSURANCE REQUIREMENTS**

The Consultant shall not commence work under this Contract until it has obtained all insurance required under this paragraph and such insurance has been approved by the Risk Manager of the City, nor shall the Consultant allow any Subcontractor to commence work on its sub-contract until the aforementioned approval is obtained.

CERTIFICATE OF INSURANCE, reflecting evidence of the required insurance, shall be filed with the Risk Manager prior to the commencement of the work. The Certificate shall contain a provision that coverage afforded under these policies will not be cancelled, will not expire and will not be materially modified until at least thirty (30) days prior written notice has been given to the City. Policies shall be issued by companies authorized to conduct business under the laws of the State of Florida and shall have adequate Policyholders and Financial ratings in the latest ratings of A. M. Best and be part of the **Florida Insurance Guarantee Association Act**.

Insurance shall be in force until all work required to be performed under the terms of the Contract is satisfactorily completed as evidenced by the formal acceptance by the City. In the event the Insurance Certificate provided indicates that the insurance shall terminate and lapse during the period of this Contract, the Consultant shall furnish, at least ten (10) days prior to the

expiration of the date of such insurance, a renewed Certificate of Insurance as proof that equal and like coverage for the balance of the period of the Contract and extension thereunder is in effect. The Consultant shall not continue to work pursuant to this Contract unless all required insurance remains in full force and effect.

Limits of Liability for required insurance are shown in Exhibit C.

The City of Pompano Beach must be named as an additional insured for the Automobile and Commercial General Liability Coverage.

For Professional Liability, if coverage is provided on a claims made basis, then coverage must be continued for the duration of this Contract and for not less than one (1) year thereafter, or in lieu of continuation, provide an “extended reporting clause” for one (1) year.

Consultant shall notify the City Risk Manager in writing within thirty (30) days of any claims filed or made against the Professional Liability Insurance Policy.

For Workers’ Compensation Insurance, coverage shall be maintained during the life of this Contract to comply with statutory limits for all employees, and in the case of any work sublet, the Consultant shall require any Subcontractors similarly to provide Workers’ Compensation Insurance for all the latter’s employees unless such employees are covered by the protection afforded by the Consultant. The Consultant and his Subcontractors shall maintain during the life of this Contract Employer Liability Insurance.

## **ARTICLE 11 – INDEMNIFICATION**

A. Consultant shall at all times indemnify, hold harmless the City, its officials, employees, volunteers and other authorized agents from and against any and all claims, demands, suit, damages, attorneys’ fees, fines, losses, penalties, defense costs or liabilities suffered by the City to the extent caused by any negligent act, omission, breach, recklessness or misconduct of Consultant and/or any of its agents, officers, or employees hereunder, including any inaccuracy in or breach of any of the representations, warranties or covenants made by the Consultant, its agents, officers and/or employees, in the performance of services of this contract. To the extent considered necessary by City, any sums due Consultant hereunder may be retained by City until all of City’s claims for indemnification hereunder have been settled or otherwise resolved, and any amount withheld shall not be subject to payment or interest by City.

B. Consultant acknowledges and agrees that City would not enter into this Contract without this indemnification of City by Consultant. The parties agree that one percent (1%) of the total compensation paid to Consultant hereunder shall constitute specific consideration to Consultant for the indemnification provided under this Article and these provisions shall survive expiration or early termination of this Contract.

C. Nothing in this Agreement shall constitute a waiver by the City of its sovereign immunity limits as set forth in section 768.28, Florida Statutes. Nothing herein shall be construed as consent from either party to be sued by third parties.

## **ARTICLE 12 – SUCCESSORS AND ASSIGNS**

The City and the Consultant each binds itself and its partners, successors, executors, administrators and assigns to the other party of this Contract and to the partners, successors, executors, administrators and assigns of such other party, in respect to all covenants of this Contract. Except as above, neither the City nor the Consultant shall assign, sublet, encumber, convey or transfer its interest in this Contract without prior written consent of the other. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of the City, which may be a party hereto, nor shall it be construed as giving any rights or benefits hereunder to anyone other than the City and the Consultant.

## **ARTICLE 13 – REMEDIES**

The laws of the State of Florida shall govern this Contract. Any and all legal action between the parties arising out of the Contract will be held in Broward County. No remedy herein conferred upon any party is intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power or remedy hereunder shall preclude any other or further exercise thereof.

## **ARTICLE 14 – CONFLICT OF INTEREST**

The Consultant represents that it has no interest and shall acquire no interest, either direct or indirect, which would conflict in any manner with the performance of services required hereunder, as provided for in the Code of Ethics for Public Officers and Employees (Chapter 112, Part III, Florida Statutes). The Consultant further represents that no person having any interest shall be employed for said performance.

The Consultant shall promptly notify the City's representative, in writing, by certified mail, of a potential conflict(s) of interest for any prospective business association, interest or other circumstance, which may influence or appear to influence the Consultant's judgment or quality of services being provided hereunder. Such written notification shall identify the prospective business association, interest or circumstance, the nature of work that the Consultant may undertake and request an opinion of the City as to whether the association, interest or circumstance would, in the opinion of the City, constitute a conflict of interest if entered into by the Consultant. The City agrees to notify the Consultant of its opinion by certified mail within thirty (30) days of receipt of notice by the Consultant. If, in the opinion of the City, the prospective business association, interest, or circumstance would not constitute a conflict of interest by the Consultant, the City shall so state in the notice and the Consultant shall at its option, enter into said association, interest or circumstance and it shall be deemed not a conflict of interest with respect to services provided to the City by the Consultant under the terms of this Contract.



## **ARTICLE 15 – EXCUSABLE DELAYS**

The Consultant shall not be considered in default by reason of any failure in performance if such failure arises out of causes reasonably beyond the control of the Consultant or its subcontractors and without their fault or negligence. Such causes include, but are not limited to, acts of God; natural or public health emergencies; freight embargoes; and abnormally severe and unusual weather conditions.

Upon the Consultant's request, the City shall consider the facts and extent of any failure to perform the work and, if the Consultant's failure to perform was without it, or its subcontractors fault or negligence, the Contract Schedule and/or any other affected provision of this Contract shall be revised accordingly; subject to the City's rights to change, terminate, or stop any or all of the work at any time.

## **ARTICLE 16 – DEBT**

The Consultant shall not pledge the City's credit or attempt to make it a guarantor of payment or surety for any contract, debt, obligation, judgment, lien or any form of indebtedness. The Consultant further warrants and represents that it has no obligation or indebtedness that would impair its ability to fulfill the terms of this Contract.

## **ARTICLE 17 – DISCLOSURE AND OWNERSHIP OF DOCUMENTS**

The Consultant shall deliver to the City's representatives for approval and acceptance, and before being eligible for final payment of any amounts due, all documents and materials prepared by and for the City under this Contract.

All written and oral information not in the public domain or not previously known, and all information and data obtained, developed, or supplied by the City or at its expense will be kept confidential by the Consultant and will not be disclosed to any other party, directly or indirectly, without the City's prior written consent unless required by a lawful order. All drawings, maps, sketches, programs, data base, reports and other data developed, or purchased, under this Contract for or at the City's expense shall be and remain the City's property and may be reproduced and reused at the discretion of the City.

A. The City of Pompano Beach is a public agency subject to Chapter 119, Florida Statutes. The Consultant shall comply with Florida's Public Records Law, as amended. Specifically, the Consultant shall:

1. Keep and maintain public records required by the City in order to perform the service.
2. Upon request from the City's custodian of public records, provide the City with 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, Florida Statutes or as otherwise provided by law.

3. 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 Consultant does not transfer the records to the City.

4. Upon completion of the contract, transfer, at no cost to the City, all public records in possession of the Consultant, or keep and maintain public records required by the City to perform the service. If the Consultant transfers all public records to the City upon completion of the contract, the Consultant shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Consultant keeps and maintains public records upon completion of the contract, the Consultant shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City's custodian of public records in a format that is compatible with the information technology systems of the City.

B. Failure of the Consultant to provide the above described public records to the City within a reasonable time may subject Consultant to penalties under 119.10, Florida Statutes, as amended.

## **PUBLIC RECORDS CUSTODIAN**

**IF THE CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONSULTANT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:**

**CITY CLERK  
100 W. Atlantic Blvd., Suite 253  
Pompano Beach, Florida 33060  
(954) 786-4611  
[RecordsCustodian@copbfl.com](mailto:RecordsCustodian@copbfl.com)**

All covenants, agreements, representations and warranties made herein, or otherwise made in writing by any party pursuant hereto, including but not limited to any representations made herein relating to disclosure or ownership of documents, shall survive the execution and delivery of this Contract and the consummation of the transactions contemplated thereby.

## **ARTICLE 18 – CONTINGENT FEES**

The Consultant warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Consultant to solicit or secure this Contract and that it has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the Consultant, any fee, commission, percentage, gift, or any other consideration contingent upon or resulting from the award or making of this Contract. Violation of this Article shall constitute a forfeiture of this Contract by Consultant.

## **ARTICLE 19 – ACCESS AND AUDITS**

The Consultant shall maintain adequate records to justify all charges, expenses, and cost incurred in estimating and performing the work for at least three (3) years after completion of this Contract. The City shall have access to such books, records and documents as required in this section for the purpose of inspection or audit during normal business hours, at the Consultant's place of business.

## **ARTICLE 20 – NONDISCRIMINATION**

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

## **ARTICLE 21 – INTERPRETATION**

The language of this Contract has been agreed to by both parties to express their mutual intent and no rule of strict construction shall be applied to either party hereto. The headings are for reference purposes only and shall not affect in any way the meaning or interpretation of this Contract. All personal pronouns used in this Contract shall include the other gender, and the singular, the plural, and vice versa, unless the context otherwise requires.

## **ARTICLE 22 – AUTHORITY TO PRACTICE**

The Consultant hereby represents and warrants that it has and will continue to maintain all licenses and approvals required conducting its business, and that it will at all times conduct its business activities in a reputable manner. Proof of such licenses and approvals shall be submitted to the City's representative upon request.

## **ARTICLE 23 – SEVERABILITY**

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

## **ARTICLE 24 – ENTIRETY OF CONTRACTUAL AGREEMENT**

The City and the Consultant agree that this Contract, together with the Exhibits hereto, sets forth the entire agreement between the parties, and that there are no promises or understandings other than those stated herein. It is further agreed that no modification, amendment or alteration in the terms or conditions contained herein shall be effective unless contained in a written document executed with the same formality and of equal dignity herewith. None of the provisions, terms and conditions contained in this Contract may be added to, modified, superseded or otherwise altered, except by written instrument executed by the parties hereto in accordance with Article 25 – Modification of Work. In the event of any conflict or inconsistency between this Contract and the provisions in the incorporated Exhibits, the terms of this Contract shall supersede and prevail over the terms in the Exhibits.

## **ARTICLE 25 – MODIFICATION OF SCOPE OF WORK**

The City reserves the right to make changes in the Scope of Work, including alterations, reductions therein or additions thereto. Upon receipt by the Consultant of the City's notification of a contemplated change, the Consultant shall, in writing: (1) provide a detailed estimate for the increase or decrease in cost due to the contemplated change; (2) notify the City of any estimated change in the completion date; and (3) advise the City if the contemplated change shall affect the Consultant's ability to meet the completion dates or schedules of this Contract.

If the City so instructs in writing, the Consultant shall suspend work on that portion of the Scope of Work affected by a contemplated change, pending the City's decision to proceed with the change.

If the City elects to make the change, the City shall initiate a Work Authorization Amendment and the Consultant shall not commence work on any such change until such written amendment is signed by the Consultant and the City Manager, and if such amendment is in excess of \$75,000, it must also first be approved by the City Commission and signed by the appropriate City Official authorized by the City Commission

The City shall not be liable for payment of any additional or modified work, which is not authorized in the manner provided for by this Article.

## **ARTICLE 26 – NOTICE**

All notices required in this Contract shall be sent by certified mail, return receipt requested, to the following:

### **FOR CITY:**

City Manager  
City of Pompano Beach  
Post Office Drawer 1300  
Pompano Beach, Florida 33061

**FOR CONSULTANT:**

Craven, Thompson & Associates, Inc.  
3563 NW 53<sup>rd</sup> Street  
Fort Lauderdale, Florida 33309

**ARTICLE 27 – OWNERSHIP OF DOCUMENTS**

All finished or unfinished documents, data, reports, studies, surveys, drawings, maps, models and photographs prepared or provided by the Consultant in connection with this Contract shall become property of the City, whether the project for which they are made is completed or not, and shall be delivered by Consultant to City within ten (10) days of notice of termination. If applicable, City may withhold any payments then due to Consultant until Consultant complies with the provisions of this section.

**ARTICLE 28 – PROMOTING PROJECT OBJECTIVES**

Consultant, its employees, subcontractors, and agents shall refrain from acting adverse to the City’s interest in promoting the goals and objectives of the projects. Consultant shall take all reasonable measures necessary to effectuate these assurances. In the event Consultant determines it is unable to meet or promote the goals and objectives of the projects, it shall immediately notify the City and the City, may then in its discretion, terminate this Contract.

**ARTICLE 29 – PUBLIC ENTITY CRIMES ACT**

As of the full execution of this Contract, Consultant certifies that in accordance with §287.133, Florida Statutes, it is not on the Convicted Vendors List maintained by the State of Florida, Department of General Services. If Consultant is subsequently listed on the Convicted Vendors List during the term of this Contract, Consultant agrees it shall immediately provide City written notice of such designation in accordance with Article 26 above.

**ARTICLE 30 – GOVERNING LAW**

This Contract must be interpreted and construed in accordance with and governed by the laws of the State of Florida. The exclusive venue for any lawsuit arising from, related to, or in connection with this Agreement will be in the state courts of the Seventeenth Judicial Circuit in and for Broward County, Florida. If any claim arising from, related to, or in connection with this Agreement must be litigated in federal court, the exclusive venue for any such lawsuit will be in the United States District Court or United States Bankruptcy Court for the Southern District of Florida. BY ENTERING INTO THIS AGREEMENT, THE PARTIES HEREBY EXPRESSLY WAIVE ANY RIGHTS EITHER PARTY MAY HAVE TO A TRIAL BY JURY OF ANY CIVIL LITIGATION RELATED TO THIS AGREEMENT.

### **ARTICLE 31 - BINDING EFFECT**

The benefits and obligations imposed pursuant to this Contract shall be binding and enforceable by and against the parties hereto.

**THE REMAINDER OF THE PAGE IS INTENTIONALLY LEFT BLANK**

**“CITY”**

**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to be executed the day and year hereinabove written.

Attest:

**CITY OF POMPANO BEACH**

\_\_\_\_\_  
ASCELETA HAMMOND, CITY CLERK

By: \_\_\_\_\_  
REX HARDIN, MAYOR

(SEAL)

By: \_\_\_\_\_  
GREGORY P. HARRISON, CITY MANAGER

APPROVED AS TO FORM:

\_\_\_\_\_  
MARK E. BERMAN, CITY ATTORNEY

**"CONSULTANT"**

Craven, Thompson & Associates, Inc.

Witnesses:

Tammy Taylor  
Tammy Taylor  
(Print or Type Name)

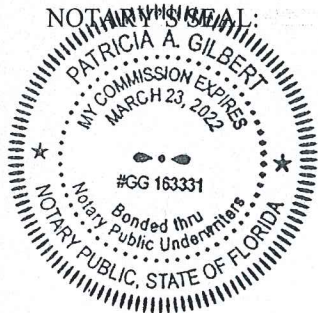
Jennifer MacDonall  
Jennifer MacDonall  
(Print or Type Name)

By: [Signature]  
Patrick J. Gibney P.E., Vice President

STATE OF FLORIDA

COUNTY OF BROWARD

The foregoing instrument was acknowledged before me, by means of  physical presence or  online notarization, this 24 day of March, 2021, by Patrick J. Gibney P.E. as Vice President of Craven, Thompson & Associates, Inc., a Florida corporation on behalf of the corporation. He is personally known to me or who has produced N/A (type of identification) as identification.



Patricia A. Gilbert  
NOTARY PUBLIC, STATE OF FLORIDA  
PATRICIA A. Gilbert  
(Name of Acknowledger Typed, Printed or Stamped)  
GG163331  
Commission Number





Florida's Warmest Welcome

**CITY OF POMPANO BEACH  
REQUEST FOR LETTERS OF INTEREST  
T-25-20**

**CONTINUING CONTRACT FOR LANDSCAPE  
ARCHITECTURAL SERVICES**

**VIRTUAL ZOOM OPENING:  
AUGUST 24, 2020, 2:00 P.M.**

July 23, 2020

CITY OF POMPANO BEACH, FLORIDA  
REQUEST FOR LETTERS OF INTEREST  
T-25-20

CONTINUING CONTRACT FOR LANDSCAPE ARCHITECTURAL SERVICES

Pursuant to Florida Statutes Chapter 287.055 "Consultants' Competitive Negotiation Act" the City of Pompano Beach and the Pompano Beach Community Redevelopment Association (CRA) invite professional firms to submit qualifications and experience for consideration to provide landscape architectural services to the City and the CRA on a continuing as-needed basis.

The City will receive sealed proposals until **2:00 p.m. (local), August 24, 2020**. Proposals must be submitted electronically through the eBid System on or before the due date/time stated above. Any proposal received after the due date and time specified, will not be considered. Any uncertainty regarding the time a proposal is received will be resolved against the Proposer.

Proposer must be registered on the City's eBid System in order to view the solicitation documents and respond to this solicitation. The complete solicitation document can be downloaded for free from the eBid System as a pdf at: <https://pompanobeachfl.ionwave.net>. The City is not responsible for the accuracy or completeness of any documentation the Proposer receives from any source other than from the eBid System. Proposer is solely responsible for downloading all required documents. A list of proposers will be read aloud in a public forum.

**Introduction**

The City of Pompano Beach is seeking qualified firms to work on various projects for the City and the CRA. The projects range in magnitude from small-scale to large or specialized designs.

**The types of projects to be undertaken may include, but are not limited to:**

- The City's approved Capital Improvement Plan (CIP) maybe found here: [Adopted Capital Improvement Plan FY 2020-2024](#)
- Roadway, Streetscape or Parking Lot projects.
- Water or Reuse Main projects.
- Gravity Sewer Main projects.
- Force Main projects.
- Lift station/pump station rehabilitation projects.
- Parks and Recreational Facilities.
- Seawall and dock construction and repair.
- Storm Water/Drainage Improvement projects
- Consultation for Emergency Water/Wastewater/Stormwater Repairs.
- Inspection Services for Emergency Water/Wastewater/Stormwater Repairs.
- Canal and lake dredging.
- Grant reimbursement, FAA and FDOT support and compliance.
- SRF support and Davis Bacon Wage Reporting requirements

- Support Services for Remediation
- Demolition Projects

#### **A. Scope of Services**

The City intends to issue multiple contracts to landscape architectural firms to provide continuing professional services to the City and the CRA for various projects as-needed. Professional services under this contract will be restricted to those required for any project for which construction costs will not exceed \$4 million, and for any study activity for which fees will not exceed \$500,000.00.

#### **The scope of services may include, but is not limited to, the following:**

- Prepare General Landscape Architecture Design Documents for Construction
- Prepare Irrigation Design/Modifications for Construction
- Prepare Signed/Sealed Tree Assessment and Survey
- Provide Landscape Inspection Services
- Assist with Applicable Permitting of Landscape Construction Documents

Firms must have previous municipal experience and must have staff that possess a Florida Certificate of Registration as a Professional Landscape Architect, with a minimum of seven (7) years of experience on technically complex residential, commercial and industrial development projects in Southern Florida.

#### **B. Task/Deliverables**

Tasks and deliverables will be determined per project. Each project shall require a signed Work Authorization (WA) form from the awarded firm to be provided to the City or CRA. Forms shall be completed in its entirety and include the agreed upon scope, tasks, schedule, cost, and deliverables for the project. Consultant will be required to provide all applicable insurance requirements.

#### **C. Term of Contract**

The Term of this Contract shall be for an initial period of five (5) years from the date of execution by both the City and the Consultant.

#### **D. Project Web Requirements:**

1. This project will utilize e-Builder Enterprise™, a web-based project management tool. This web-based application is a collaboration tool, which will allow all project team members continuous access through the Internet to important project data as well as up to the minute decision and approval status information.

e-Builder Enterprise™ is a comprehensive Project and Program Management system that the City will use to manage all project documents, communications and costs between the Lead Consultant, Sub-Consultants, Design Consultants, Contractor and Owner. e-Builder Enterprise™ includes extensive reporting capabilities to facilitate detailed project reporting in

a web-based environment that is accessible to all parties and easy to use. Training will be provided for all consultants selected to provide services for the City of Pompano Beach.

2. Lead and Sub-Consultants shall conduct project controls outlined by the Owner, Project Manager, and/or Construction Manager, utilizing e-Builder Enterprise™. **The designated web-based application license(s) shall be provided by the City to the Prime Consultant and Sub-Consultants.** No additional software will be required.

Lead Consultant and Sub-Consultants shall have the responsibility for logging in to the project web site on a daily basis, and as necessary to be kept fully apprised of project developments and required action items. , These may include but are not limited to: Contracts, Contract Exhibits, Contract Amendments, Drawing Issuances, Addenda, Bulletins, Permits, Insurance & Bonds, Safety Program Procedures, Safety Notices, Accident Reports, Personnel Injury Reports, Schedules, Site Logistics, Progress Reports, Correspondence, Daily Logs, Non-Conformance Notices, Quality Control Notices, Punch Lists, Meeting Minutes, Requests for Information, Submittal Packages, Substitution Requests, Monthly Payment Request Applications, Supplemental Instructions, Owner Change Directives, Potential Change Orders, Change Order Requests, Change Orders and the like. All supporting data including but not limited to shop drawings, product data sheets, manufacturer data sheets and instructions, method statements, safety SDS sheets, Substitution Requests and the like will be submitted in digital format via e-Builder Enterprise™.

#### **E. Local Business Program**

On March 13, 2018, the City Commission approved Ordinance 2018-46, establishing a Local Business Program, a policy to increase the participation of City of Pompano Beach businesses in the City's procurement process.

For purposes of this solicitation, "Local Business" will be defined as follows:

1. **TIER 1 LOCAL VENDOR. POMPANO BEACH BUSINESS EMPLOYING POMPANO BEACH RESIDENTS.** A business entity which has maintained a permanent place of business within the city limits and maintains a staffing level, within this local office, of at least ten percent who are residents of the City of Pompano Beach or includes subcontracting commitments to Local Vendors Subcontractors for at least ten percent of the contract value. The permanent place of business may not be a post office box. The business must be located in a non-residential zone, and must actually distribute goods or services from that location. The business must be staffed with full-time employees within the limits of the city. In addition, the business must have a current business tax receipt from the City of Pompano Beach for a minimum of one year prior to the date of issuance of a bid or proposal solicitation.
2. **TIER 2 LOCAL VENDOR. BROWARD COUNTY BUSINESS EMPLOYING POMPANO BEACH RESIDENTS OR UTILIZING LOCAL VENDOR SUBCONTRACTORS.** A business entity which has maintained a permanent place of business within Broward County and maintains a staffing level, within this local office, of at least 15% who are residents of the City of Pompano Beach or includes subcontracting commitments to Local Vendors Subcontractors for at least 20% of the

contract value. The permanent place of business may not be a post office box. The business must be located in a non-residential zone, and must actually distribute goods or services from that location. The business must be staffed with full-time employees within the limits of the city. In addition, the business must have a current business tax receipt from the respective Broward County municipality for a minimum of one year prior to the date of issuance of a bid or proposal solicitation.

3. **LOCAL VENDOR SUBCONTRACTOR. POMPANO BEACH BUSINESS.** A business entity which has maintained a permanent place of business within the city limits of the City of Pompano Beach. The permanent place of business may not be a post office box. The business must be located in a non-residential zone, and must actually distribute goods or services from that location. The business must be staffed with full-time employees within the limits of the city. In addition, the business must have a current business tax receipt from the City of Pompano Beach for a minimum of one year prior to the date of issuance of a bid or proposal solicitation.

You can view the list of City businesses that have a current Business Tax Receipt on the City's website, and locate local firms that are available to perform the work required by the bid specifications. The business information, sorted by business use classification, is posted on the webpage for the Business Tax Receipt Division: [www.pompanobeachfl.gov](http://www.pompanobeachfl.gov) by selecting the Pompano Beach Business Directory in the Shop Pompano! section.

The City of Pompano Beach is **strongly committed** to insuring the participation of City of Pompano Beach Businesses as contractors and subcontractors for the procurement of goods and services, including labor, materials and equipment. Proposers are required to participate in the City of Pompano Beach's Local Business Program by including, as part of their package, the Local Business Participation Form (Exhibit A,) listing the local businesses that will be used on the contract, and the Letter of Intent Form (Exhibit B) from each local business that will participate in the contract.

**Please note that, while no goals have been established for this solicitation, the City encourages Local Business participation in *all* of its procurements.**

If a Prime Contractor/Vendor is not able to achieve the level of goal attainment of the contract, the Prime Vendor will be requested to demonstrate and document that good faith efforts were made to achieve the goal by providing the Local Business Unavailability Form (Exhibit C), listing firms that were contacted but not available, and the Good Faith Effort Report (Exhibit D), describing the efforts made to include local business participation in the contract. This documentation shall be provided to the City Commission for acceptance.

The awarded proposer will be required to submit "Local Business Subcontractor Utilization Reports" during projects and after projects have been completed. The reports will be submitted to the assigned City project manager of the project. The Local Business Subcontractor Utilization Report template and instructions have been included in the bid document.

Failure to meet Local Vendor Goal commitments will result in "unsatisfactory" compliance rating. Unsatisfactory ratings may impact award of future projects if a sanction is imposed by the City Commission.

The city shall award a Local Vendor preference based upon vendors, contractors, or subcontractors who are local with a preferences follows:

1. For evaluation purposes, the Tier 1 and Tier 2 businesses shall be a criterion for award in this Solicitation. No business may qualify for more than one tier level.
2. For evaluation purposes, local vendors shall receive the following preferences:
  - a. Tier 1 business as defined by this subsection shall be granted a preference in the amount of five percent of total score.
  - b. Tier 2 business as defined by this subsection shall be granted a preference in the amount of two and one-half percent of total score.
3. It is the responsibility of the awarded vendor/contractor to comply with all Tier 1 and Tier 2 guidelines. The awarded vendor/contractor must ensure that all requirements are met before execution of a contract.

**F. Required Proposal Submittal**

Sealed proposals shall be submitted electronically through the eBid System on or before the due date/time stated above. Proposer shall upload response as one (1) file to the eBid System. The file size for uploads is limited to 250 MB. If the file size exceeds 10 MB the response must be split and uploaded as two (2) separate files.

**Information to be included in the proposal:** In order to maintain comparability and expedite the review process, it is required that proposals be organized in the manner specified below, with the sections clearly labeled:

**Title page:**

Show the project name and number, the name of the Proposer's firm, address, telephone number, name of contact person and the date.

**Table of Contents:**

Include a clear identification of the material by section and by page.

**Letter of Transmittal:**

Briefly state the Proposer's understanding of the project and express a positive commitment to provide the services described herein. State the name(s) of the person(s) who will be authorized to make representations for the Proposer, their title(s), office and E-mail addresses and telephone numbers. Please limit this section to two pages.

**Technical Approach:**

Firms or teams shall submit their technical approach to the tasks described in the scope, including details of how each phase of the project would be completed, and how their firm proposes to maintain time schedules and cost controls.

**Schedule:**

Proposer shall provide a timeline that highlights proposed tasks that will meet all applicable deadlines.

**References:**

References for past projects in the tri-county area (Broward, Palm Beach, and Miami-Dade.) Describe the scope of each project in physical terms and by cost, describe the respondent's responsibilities, and provide the contact information (name, email, telephone number) of an individual in a position of responsibility who can attest to respondent's activities in relation to the project.

List any prior projects performed for the City of Pompano Beach.

**Project Team Form:**

Submit a completed "Project Team" form. The purpose of this form is to identify the key members of your team, including any specialty subconsultants.

**Organizational Chart:**

Specifically identify the management plan (if needed) and provide an organizational chart for the team. The proposer must describe at a minimum, the basic approach to these projects, to include reporting hierarchy of staff and sub-consultants, clarify the individual(s) responsible for the co-ordination of separate components of the scope of services.

**Statement of Skills and Experience of Project Team:**

Describe the experience of the entire project team as it relates to the types of projects described in the Scope section of this solicitation. Include the experience of the prime consultants as well as other members of the project team; i.e., additional personnel, sub-consultants, branch office, team members, and other resources anticipated to be utilized for this project. Name specific projects (successfully completed within the past five years) where the team members have performed similar projects previously.

**Resumes of Key Personnel**

Include resumes for key personnel for prime and subconsultants.

**Office Locations:**

Identify the location of the office from which services will be rendered, and the number of professional and administrative staff at the prime office location. Also identify the location of office(s) of the prime and/or sub consultants that may be utilized to support any or all of the professional services listed above and the number of professional and administrative staff at the prime office location.

If firms are situated outside the local area, (Broward, Palm Beach, and Miami-Dade counties) include a brief statement as to whether or not the firm will arrange for a local office during the term of the contract, if necessary.

**Local Businesses:**

Completed Local Business program forms, Exhibits A-D.

NOTE: Form B must be signed by a representative of the subcontractor, NOT of the Prime.

**Litigation:**

Disclose any litigation within the past five (5) years arising out your firm's performance, including status/outcome.

**City Forms:**

The Proposer Information Page Form and any other required forms must be completed and submitted electronically through the City's eBid System. The City reserves the right to request additional information to ensure the proposer is financially solvent and has sufficient financial resources to perform the contract and shall provide proof thereof of its financial solvency. The City may as at its sole discretion ask for additional proof of financial solvency, including additional documents post proposal opening, and prior to evaluation that demonstrates the Proposer's ability to perform the resulting contract and provide the required materials and/or services.

**Reviewed and Audited Financial Statements:**

Proposers shall be financially solvent and appropriately capitalized to be able to service the City for the duration of the contract. Proposers shall provide a complete financial statement of the firm's most recent audited financial statements, indicating organization's financial condition. Must be uploaded to the Response Attachments tab in the eBid System as a separate file titled "Financial Statements" and marked "CONFIDENTIAL."

Financial statements provided shall not be older than twelve (12) months prior to the date of filing this solicitation response. The financial statements are to be reviewed and submitted with any accompanying notes and supplemental information. The City of Pompano Beach reserve the right to reject financial statements in which the financial condition shown is of a date twelve (12) months or more prior to the date of submittals.

The City is a public agency subject to Chapter 119, Florida's Public Records Law and is required to provide the public with access to public records, however, financial statements that are required as submittals to prequalify for a solicitation will be exempt from public disclosure.

The City reserves the right to request additional information to ensure the proposer is financially solvent and has sufficient financial resources to perform the contract and shall provide proof thereof of its financial solvency. The City may as at its sole discretion ask for additional proof of financial solvency, including additional documents post proposal opening, and prior to evaluation that demonstrates the Proposer's ability to perform the resulting contract and provide the required materials and/or services.

A combination of two (2) or more of the following may substitute for audited financial statements:

- 1) Bank letters/statements for the past 3 months
- 2) Balance sheet, profit and loss statement, cash flow report
- 3) IRS returns for the last 2 years
- 4) Letter from CPA showing profits and loss statements (certified)

**G. Insurance**

CONTRACTOR shall not commence services under the terms of this Agreement until certification or proof of insurance detailing terms and provisions has been received and approved in writing by the CITY's Risk Manager. If you are responding to a bid and have questions regarding the insurance requirements hereunder, please contact the CITY's Purchasing Department at (954) 786-4098. If the contract has already been awarded,



please direct any queries and proof of the requisite insurance coverage to CITY staff responsible for oversight of the subject project/contract.

CONTRACTOR is responsible to deliver to the CITY for timely review and written approval/disapproval Certificates of Insurance which evidence that all insurance required hereunder is in full force and effect and which name on a primary basis, the CITY as an additional insured on all such coverage.

Throughout the term of this Agreement, CITY, by and through its Risk Manager, reserve the right to review, modify, reject or accept any insurance policies required by this Agreement, including limits, coverages or endorsements. CITY reserves the right, but not the obligation, to review and reject any insurer providing coverage because of poor financial condition or failure to operate legally.

Failure to maintain the required insurance shall be considered an event of default. The requirements herein, as well as CITY's review or acceptance of insurance maintained by CONTRACTOR, are not intended to and shall not in any way limit or qualify the liabilities and obligations assumed by CONTRACTOR under this Agreement.

Throughout the term of this Agreement, CONTRACTOR and all subcontractors or other agents hereunder, shall, at their sole expense, maintain in full force and effect, the following insurance coverages and limits described herein, including endorsements.

1. Worker's Compensation Insurance covering all employees and providing benefits as required by Florida Statute, Chapter 440. CONTRACTOR further agrees to be responsible for employment, control and conduct of its employees and for any injury sustained by such employees in the course of their employment.

2. Liability Insurance.

(a) Naming the City of Pompano Beach as an additional insured as CITY's interests may appear, on General Liability Insurance only, relative to claims which arise from CONTRACTOR's negligent acts or omissions in connection with Contractor's performance under this Agreement.

(b) Such Liability insurance shall include the following checked types of insurance and indicated minimum policy limits.

**Type of Insurance**

**Limits of Liability**

**GENERAL LIABILITY:**

Minimum \$1,000,000 Per Occurrence and \$2,000,000 Per Aggregate

\* Policy to be written on a claims incurred basis

XX comprehensive form

bodily injury and property damage

XX **premises - operations explosion & collapse**

**bodily injury and property damage**

— hazard

— underground hazard

XX products/completed operations hazard

bodily injury and property damage combined

XX	contractual insurance	bodily injury and property damage combined
XX	broad form property damage	bodily injury and property damage combined
XX	independent contractors	personal injury
XX	personal injury	
___	sexual abuse/molestation	Minimum \$1,000,000 Per Occurrence and Aggregate
___	liquor legal liability	Minimum \$1,000,000 Per Occurrence and Aggregate

**AUTOMOBILE LIABILITY:** Minimum \$1,000,000 Per Occurrence and Aggregate.  
 Bodily injury (each person) bodily injury (each accident),  
 Property damage, bodily injury and property damage  
 combined.

- XX comprehensive form
- XX owned
- XX hired
- XX non-owned

**REAL & PERSONAL PROPERTY**

\_\_\_ comprehensive form Agent must show proof they have this coverage.

<b>EXCESS LIABILITY</b>		Per Occurrence	Aggregate
___	other than umbrella	bodily injury and property damage combined	\$1,000,000 \$1,000,000

**PROFESSIONAL LIABILITY** Per Occurrence Aggregate

XX \* Policy to be written on a claims made basis \$1,000,000 \$1,000,000

(c) If Professional Liability insurance is required, Contractor agrees the indemnification and hold harmless provisions set forth in the Agreement shall survive the termination or expiration of the Agreement for a period of four (4) years unless terminated sooner by the applicable statute of limitations.

**CYBER LIABILITY** Per Occurrence Aggregate

\_\_\_ \* Policy to be written on a claims made basis \$1,000,000 \$1,000,000

- \_\_\_ Network Security / Privacy Liability
- \_\_\_ Breach Response / Notification Sublimit (minimum limit of 50% of policy aggregate)
- \_\_\_ Technology Products E&O - \$1,000,000 (only applicable for vendors supplying technology related services and or products)
- \_\_\_ Coverage shall be maintained in effect during the period of the Agreement and for not less than four (4) years after termination/ completion of the Agreement.

3. Employer's Liability. If required by law, CONTRACTOR and all subcontractors shall, for the benefit of their employees, provide, carry, maintain and pay for Employer's Liability Insurance in the minimum amount of One Hundred Thousand Dollars (\$100,000.00) per employee, Five Hundred Thousand Dollars (\$500,000) per aggregate.

4. Policies: Whenever, under the provisions of this Agreement, insurance is required of the CONTRACTOR, the CONTRACTOR shall promptly provide the following:

(a) Certificates of Insurance evidencing the required coverage;

(b) Names and addresses of companies providing coverage;

(c) Effective and expiration dates of policies; and

(d) A provision in all policies affording CITY thirty (30) days written notice by a carrier of any cancellation or material change in any policy.

5. Insurance Cancellation or Modification. Should any of the required insurance policies be canceled before the expiration date, or modified or substantially modified, the issuing company shall provide thirty (30) days written notice to the CITY.

6. Waiver of Subrogation. CONTRACTOR hereby waives any and all right of subrogation against the CITY, its officers, employees and agents for each required policy. When required by the insurer, or should a policy condition not permit an insured to enter into a pre-loss agreement to waive subrogation without an endorsement, then CONTRACTOR shall notify the insurer and request the policy be endorsed with a Waiver of Transfer of Rights of Recovery Against Others, or its equivalent. This Waiver of Subrogation requirement shall not apply to any policy which includes a condition to the policy not specifically prohibiting such an endorsement, or voids coverage should CONTRACTOR enter into such an agreement on a pre-loss basis.

**H. Selection/Evaluation Process**

A Selection/Evaluation Committee will be appointed to select the most qualified firm(s). The Selection/Evaluation Committee will present their findings to the City Commission.

Proposals will be evaluated using the following criteria.

<b>Line</b>	<b>Criteria</b>	<b>Point Range</b>
1	Prior experience of the firm with projects of similar size and complexity: a. Number of similar projects b. Complexity of similar projects c. References from past projects performed by the firm d. Previous projects performed for the City (provide description) e. Litigation within the past 5 years arising out of firm's performance (list, describe outcome)	0-15
2	Qualifications of personnel including sub consultants: a. Organizational chart for project	0-15

- b. Number of technical staff  
 c. Qualifications of technical staff:  
 (1) Number of licensed staff  
 (2) Education of staff  
 (3) Experience of staff on similar projects
- 3 Proximity of the nearest office to the project location: 0-15  
 a. Location  
 b. Number of staff at the nearest office
- 4 Current and Projected Workload 0-15  
 Rating is to reflect the workload (both current and projected) of the firm, staff assigned, and the percentage availability of the staff member assigned. Respondents which fail to note both existing and projected workload conditions and percentage of availability of staff assigned shall receive zero (0) points
- 5 Demonstrated Prior Ability to Complete Project on Time 0-15  
 Respondents will be evaluated on information provided regarding the firm's experience in the successful completion and steadfast conformance to similar project schedules. Provide an example of successful approaches utilized to achieve a timely project completion. Respondents who demonstrate the ability to complete projects on time shall receive more points.
- 6 Demonstrated Prior Ability to Complete Project on Budget 0-15  
 Proposers will be evaluated on their ability to adhere to initial design budgets. Examples provided should show a comparison between initial negotiated task costs and final completion costs. Respondents should explain in detail any budgetary overruns due to scope modifications. Respondents which fail to provide schedule and budget information as requested will receive zero (0) points.
- 7 Is the firm a certified minority business enterprise as defined by the Florida Small and Minority Business Assistance Act of 1985? (Certification of any sub-contractors should also be included with the response.) 0-10

Additional 0-5% for Tier1/Tier2 Local Business will be calculated on combined scoring totals of each company.

**NOTE:**

Financial statements that are required as submittals to prequalify for a solicitation will be exempt from public disclosure; however, financial statements submitted to prequalify for a solicitation, and are not required by the City, may be subject to public disclosure.

Value of Work Previously Awarded to Firm (Tie-breaker) - In the event of a tie, the firm with the lowest value of work as a prime contractor on City of Pompano Beach projects within the last five years will receive the higher ranking, the firm with the next lowest value

of work shall receive the next highest ranking, and so on. The analysis of past work will be based on the City's Purchase Order and payment records.

The Committee has the option to use the above criteria for the initial ranking to short-list Proposers and to use an ordinal ranking system to score short-listed Proposers following presentations (if deemed necessary) with a score of "1" assigned to the short-listed Proposer deemed most qualified by the Committee.

Each firm should submit documentation that evidences the firm's capability to provide the services required for the Committee's review for short listing purposes. After an initial review of the Proposals, the City may invite Proposers for an interview to discuss the proposal and meet firm representatives, particularly key personnel who would be assigned to the project. Should interviews be deemed necessary, it is understood that the City shall incur no costs as a result of this interview, nor bear any obligation in further consideration of the submittal.

When more than three responses are received, the committee shall furnish the City Commission (for their approval) a listing, in ranked order, of no fewer than three firms deemed to be the most highly qualified to perform the service. If three or less firms respond to the Solicitation, the list will contain the ranking of all responses.

The City Commission has the authority to (including, but not limited to); approve the recommendation; reject the recommendation and direct staff to re-advertise the solicitation; or, review the responses themselves and/or request oral presentations and determine a ranking order that may be the same or different from what was originally presented to the City Commission.

**I. Hold Harmless and Indemnification**

Proposer covenants and agrees that it will indemnify and hold harmless the City and all of its officers, agents, and employees from any claim, loss, damage, cost, charge or expense arising out of any act, action, neglect or omission by the Proposer, whether direct or indirect, or whether to any person or property to which the City or said parties may be subject, except that neither the Proposer nor any of its subcontractors will be liable under this section for damages arising out of injury or damage to persons or property directly caused by or resulting from the sole negligence of the City or any of its officers, agents or employees.

**J. Right to Audit**

Contractor's records which shall include but not be limited to accounting records, written policies and procedures, computer records, disks and software, videos, photographs, subcontract files (including proposals of successful and unsuccessful bidders), originals estimates, estimating worksheets, correspondence, change order files (including documentation covering negotiated settlements), and any other supporting evidence necessary to substantiate charges related to this contract (all the foregoing hereinafter referred to as "records") shall be open to inspection and subject to audit and/or reproduction, during normal working hours, by Owner's agent or its authorized representative to the extent necessary to adequately permit evaluation and verification of any invoices, payments or claims submitted by the contractor or any of his payees pursuant to the execution of the contract. Such records subject to examination shall also

include, but not be limited to, those records necessary to evaluate and verify direct and indirect costs (including overhead allocations) as they may apply to costs associated with this contract.

For the purpose of such audits, inspections, examinations and evaluations, the Owner's agent or authorized representative shall have access to said records from the effective date of this contract, for the duration of the Work, and until 5 years after the date of final payment by Owner to Consultant pursuant to this contract.

Owner's agent or its authorized representative shall have access to the Contractor's facilities, shall have access to all necessary records, and shall be provided adequate and appropriate work space, in order to conduct audits in compliance with this article. Owner's agent or its authorized representative shall give auditees reasonable advance notice of intended audits.

Contractor shall require all subcontractors, insurance agents, and material suppliers (payees) to comply with the provisions of this article by insertion of the requirements hereof in any written contract agreement. Failure to obtain such written contracts which include such provisions shall be reason to exclude some or all of the related payees' costs from amounts payable to the Contractor pursuant to this contract.

**K. Retention of Records and Right to Access**

The City of Pompano Beach is a public agency subject to Chapter 119, Florida Statutes. The Contractor shall comply with Florida's Public Records Law, as amended. Specifically, the Contractor shall:

1. Keep and maintain public records required by the City in order to perform the service;
2. Upon request from the City's custodian of public records, provide the City with 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, Florida Statutes or as otherwise provided by law;
3. Ensure that public records that are exempt or that are confidential and exempt from public record requirements are not disclosed except as authorized by law;
4. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the Contractor does not transfer the records to the City; and
5. Upon completion of the contract, transfer, at no cost to the City, all public records in possession of the Contractor, or keep and maintain public records required by the City to perform the service. If the Contractor transfers all public records to the City upon completion of the contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City's custodian

of public records in a format that is compatible with the information technology systems of the City.

**L. Communications**

No negotiations, decisions, or actions shall be initiated or executed by the firm as a result of any discussions with any City employee. Only those communications, which are in writing from the City, may be considered as a duly authorized expression on behalf of the City. In addition, only communications from firms that are signed and in writing will be recognized by the City as duly authorized expressions on behalf of firms.

**M. No Discrimination**

There shall be no discrimination as to race, sex, color, age, religion, or national origin in the operations conducted under any contract with the City.

**N. Independent Contractor**

The selected firm will conduct business as an independent contractor under the terms of this contract. Personnel services provided by the firm shall be by employees of the firm and subject to supervision by the firm, and not as officers, employees, or agents of the City. Personnel policies, tax responsibilities, social security and health insurance, employee benefits, purchasing policies and other similar administrative procedures applicable to services rendered under this agreement shall be those of the firm.

**O. Staff Assignment**

The City of Pompano Beach reserves the right to approve or reject, for any reasons, Proposer's staff assigned to this project at any time. Background checks may be required.

**P. Contract Terms**

The contract resulting from this Solicitation shall include, but not be limited to the following terms:

The contract shall include as a minimum, the entirety of this Solicitation document, together with the successful Proposer's proposal. Contract shall be prepared by the City of Pompano Beach City Attorney.

If the City of Pompano Beach defends any claim, demand, cause of action, or lawsuit arising out of any act, action, negligent acts or negligent omissions, or willful misconduct of the contractor, its employees, agents or servants during the performance of the contract, whether directly or indirectly, contractor agrees to reimburse the City of Pompano Beach for all expenses, attorney's fees, and court costs incurred in defending such claim, cause of action or lawsuit.

**Q. Waiver**

It is agreed that no waiver or modification of the contract resulting from this Solicitation, or of any covenant, condition or limitation contained in it shall be valid unless it is in writing and duly executed by the party to be charged with it, and that no evidence of any waiver or modification shall be offered or received in evidence in any proceeding, arbitration, or

litigation between the parties arising out of or affecting this contract, or the right or obligations of any party under it, unless such waiver or modification is in writing, duly executed as above. The parties agree that the provisions of this paragraph may not be waived except by a duly executed writing.

**R. Survivorship Rights**

This contract resulting from this Solicitation shall be binding on and inure to the benefit of the respective parties and their executors, administrators, heirs, personal representative, successors and assigns.

**S. Termination**

The contract resulting from this Solicitation may be terminated by the City of Pompano Beach without cause upon providing contractor with at least sixty (60) days prior written notice.

Should either party fail to perform any of its obligations under the contract resulting from this Solicitation for a period of thirty (30) days after receipt of written notice of such failure, the non-defaulting part will have the right to terminate the contract immediately upon delivery of written notice to the defaulting part of its election to do so. The foregoing rights of termination are in addition to any other rights and remedies that such party may have.

**T. Manner of Performance**

Proposer agrees to perform its duties and obligations under the contract resulting from this Solicitation in a professional manner and in accordance with all applicable local, federal and state laws, rules and regulations.

Proposer agrees that the services provided under the contract resulting from this Solicitation shall be provided by employees that are educated, trained and experienced, certified and licensed in all areas encompassed within their designated duties. Proposer agrees to furnish the City of Pompano Beach with all documentation, certification, authorization, license, permit, or registration currently required by applicable laws or rules and regulations. Proposer further certifies that it and its employees are now in and will maintain good standing with such governmental agencies and that it and its employees will keep all license, permits, registration, authorization or certification required by applicable laws or regulations in full force and effect during the term of this contract. Failure of Proposer to comply with this paragraph shall constitute a material breach of contract.

**U. Acceptance Period**

Proposals submitted in response to this Solicitation must be valid for a period no less than ninety (90) days from the closing date of this solicitation.

**V. Conditions and Provisions**

The completed proposal (together with all required attachments) must be submitted electronically to City on or before the time and date stated herein. All Proposers, by electronic submission of a proposal, shall agree to comply with all of the conditions,



requirements and instructions of this solicitation as stated or implied herein. All proposals and supporting materials submitted will become the property of the City.

Proposer's response shall not contain any alteration to the document posted other than entering data in spaces provided or including attachments as necessary. By submission of a response, Proposer affirms that a complete set of bid documents was obtained from the eBid System or from the Purchasing Division only and no alteration of any kind has been made to the solicitation. Exceptions or deviations to this proposal may not be added after the submittal date.

All Proposers are required to provide all information requested in this solicitation. Failure to do so may result in disqualification of the proposal.

The City reserves the right to postpone or cancel this solicitation, or reject all proposals, if in its sole discretion it deems it to be in the best interest of the City to do so.

The City reserves the right to waive any technical or formal errors or omissions and to reject all proposals, or to award contract for the items herein, in part or whole, if it is determined to be in the best interests of the City to do so.

The City shall not be liable for any costs incurred by the Proposer in the preparation of proposals or for any work performed in connection therein.

**W. Standard Provisions**

1. Governing Law

Any agreement resulting from this Solicitation shall be governed by the laws of the State of Florida, and the venue for any legal action relating to such agreement will be in Broward County, Florida.

2. Licenses

In order to perform public work, the successful Proposer shall:  
Be licensed to do business in Florida, if an entity, and hold or obtain such Contractor' and Business Licenses if required by State Statutes or local ordinances.

3. Conflict Of Interest

For purposes of determining any possible conflict of interest, each Proposer must disclose if any Elected Official, Appointed Official, or City Employee is also an owner, corporate officer, or an employee of the firm. If any Elected Official, Appointed Official, or City Employee is an owner, corporate officer, or an employee, the Proposer must file a statement with the Broward County Supervisor of Elections pursuant to §112.313, Florida Statutes.

4. Drug Free Workplace

The selected firm(s) will be required to verify they will operate a "Drug Free Workplace" as set forth in Florida Statute, 287.087.

5. Public Entity Crimes

A person or affiliate who has been placed on the convicted vendor list following a conviction for public entity crime may not submit a proposal on a contract to provide any goods or services to a public entity, may not submit a proposal on a contract with a public entity for the construction or repair of a public building or public work, may not submit proposals on leases of real property to 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 Florida Statute, Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

6. Patent Fees, Royalties, And Licenses

If the selected Proposer requires or desires to use any design, trademark, device, material or process covered by letters of patent or copyright, the selected Proposer and his surety shall indemnify and hold harmless the City from any and all claims for infringement by reason of the use of any such patented design, device, trademark, copyright, material or process in connection with the work agreed to be performed and shall indemnify the City from any cost, expense, royalty or damage which the City may be obligated to pay by reason of any infringement at any time during or after completion of the work.

7. Permits

The selected Proposer shall be responsible for obtaining all permits, licenses, certifications, etc., required by federal, state, county, and municipal laws, regulations, codes, and ordinances for the performance of the work required in these specifications and to conform to the requirements of said legislation.

8. Familiarity With Laws

It is assumed the selected firm(s) will be familiar with all federal, state and local laws, ordinances, rules and regulations that may affect its services pursuant to this Solicitation. Ignorance on the part of the firm will in no way relieve the firm from responsibility.

9. Withdrawal Of Proposals

A firm may withdraw its proposal without prejudice no later than the advertised deadline for submission of proposals by written communication to the General Services Department, 1190 N.E. 3<sup>rd</sup> Avenue, Building C, Pompano Beach, Florida 33060.

10. Composition Of Project Team

Firms are required to commit that the principals and personnel named in the proposal will perform the services throughout the contractual term unless otherwise provided for by way of a negotiated contract or written amendment to same executed by both parties. No diversion or substitution of principals or personnel will be allowed unless a written request that sets forth the qualifications and experience of the proposed replacement(s) is submitted to and approved by the City in writing.

11. Invoicing/Payment

All invoices should be sent to City of Pompano Beach, Accounts Payable, P.O. Drawer 1300, Pompano Beach, Florida, 33061. In accordance with Florida Statutes, Chapter 218, payment will be made within 45 days after receipt of a proper invoice.

12. Public Records

- a. The City of Pompano Beach is a public agency subject to Chapter 119, Florida Statutes. The Contractor shall comply with Florida's Public Records Law, as amended. Specifically, the Contractor shall:
  - i. Keep and maintain public records required by the City in order to perform the service;
  - ii. Upon request from the City's custodian of public records, provide the City with 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, Florida Statutes or as otherwise provided by law;
  - iii. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the Contractor does not transfer the records to the City; and
  - iv. Upon completion of the contract, transfer, at no cost to the City, all public records in possession of the Contractor, or keep and maintain public records required by the City to perform the service. If the Contractor transfers all public records to the City upon completion of the contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City's custodian of public records in a format that is compatible with the information technology systems of the City.
- b. Failure of the Contractor to provide the above described public records to the City within a reasonable time may subject Contractor to penalties under 119.10, Florida Statutes, as amended.

## **PUBLIC RECORDS CUSTODIAN**

**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:**

**CITY CLERK  
100 W. Atlantic Blvd., Suite 253  
Pompano Beach, Florida 33060  
(954) 786-4611  
[RecordsCustodian@copbfl.com](mailto:RecordsCustodian@copbfl.com)**

### **X. Questions and Communication**

All questions regarding the Solicitation are to be submitted using the Questions feature in the eBid System. Questions must be received at least seven (7) calendar days before the scheduled solicitation opening. Oral and other interpretations or clarifications will be without legal effect. Addenda will be posted to the solicitation in the eBid System, and it is the Proposer's responsibility to obtain all addenda before submitting a response to the solicitation.

### **Y. Addenda**

The issuance of a written addendum or posting of an answer in response to a question submitted using the Questions feature in the eBid System are the only official methods whereby interpretation, clarification, or additional information can be given. If any addenda are issued to this solicitation the addendum will be issued via the eBid System. It shall be the responsibility of each Proposer, prior to submitting their response, to contact the City Purchasing Office at (954) 786-4098 to determine if addenda were issued and to make such addenda a part of their proposal. Addenda will be posted to the solicitation in the eBid System.

### **Z. Contractor Performance Report**

The City will utilize the Contractor Performance Report to monitor and record the successful proposer's performance for the work specified by the contract. The Contractor Performance Report has been included as an exhibit to this solicitation.

**COMPLETE THE PROPOSER INFORMATION FORM ON THE ATTACHMENTS TAB IN THE EBID SYSTEM. PROPOSERS ARE TO COMPLETE THE FORM IN ITS ENTIRETY AND INCLUDE THE COMPLETED FORM IN YOUR PROPOSAL THAT MUST BE UPLOADED TO THE RESPONSE ATTACHMENTS TAB IN THE EBID SYSTEM.**

***PROPOSER INFORMATION PAGE***

\_\_\_\_\_, \_\_\_\_\_  
(number) (Title)

To: The City of Pompano Beach, Florida

The below named company hereby agrees to furnish the proposed services under the terms stated subject to all instructions, terms, conditions, specifications, addenda, legal advertisement, and conditions contained in the solicitation. I have read the solicitation and all attachments, including the specifications, and fully understand what is required. By submitting this proposal, I will accept a contract if approved by the City and such acceptance covers all terms, conditions, and specifications of this proposal.

Proposal submitted by:

Name (printed) \_\_\_\_\_ Title \_\_\_\_\_

Company (Legal Registered) \_\_\_\_\_

Federal Tax Identification Number \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Telephone No. \_\_\_\_\_ Fax No. \_\_\_\_\_

Email Address \_\_\_\_\_

**COMPLETE THE PROJECT TEAM FORM ON THE ATTACHMENTS TAB IN THE EBID SYSTEM. PROPOSERS ARE TO COMPLETE FORM IN ITS ENTIRETY AND INCLUDE THE FORM IN YOUR PROPOSAL THAT MUST BE UPLOADED TO THE RESPONSE ATTACHMENTS TAB IN THE EBID SYSTEM.**

**PROJECT TEAM**

SOLICITATION NUMBER \_\_\_\_\_

Federal I.D.# \_\_\_\_\_

**PRIME**

Role	Name of Individual Assigned to Project	Number of Years Experience	Education, Degrees
Principal-In-Charge	_____	_____	_____
Project Manager	_____	_____	_____
Asst. Project Manager	_____	_____	_____
Other Key Member	_____	_____	_____
Other Key Member	_____	_____	_____

**SUB-CONSULTANT**

Role	Company Name and Address of Office Handling This Project	Name of Individual Assigned to the Project
Surveying	_____	_____
Landscaping	_____	_____
Engineering	_____	_____
Other Key Member	_____	_____
Other Key Member	_____	_____
Other Key Member	_____	_____

(use attachments if necessary)

**COMPLETE THE PROPOSER INFORMATION FORM ON THE ATTACHMENTS TAB IN THE EBID SYSTEM. PROPOSERS ARE TO COMPLETE THE FORM IN ITS ENTIRETY AND INCLUDE THE COMPLETED FORM IN YOUR PROPOSAL THAT MUST BE UPLOADED TO THE RESPONSE ATTACHMENTS TAB IN THE EBID SYSTEM.**

**VENDOR CERTIFICATION REGARDING SCRUTINIZED COMPANIES LISTS**

Respondent Vendor Name: \_\_\_\_\_


Vendor FEIN: \_\_\_\_\_

Section 287.135, Florida Statutes, prohibits agencies from contracting with companies, for goods or services over \$1,000,000, that are on either the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List. Further, Section 215.4725, Florida Statutes, prohibits agencies from contracting (at any dollar amount) with companies on the Scrutinized Companies that Boycott Israel List, or with companies that are engaged in a boycott of Israel. As the person authorized to sign electronically on behalf of Respondent, I hereby certify by selecting the box below that the company responding to this solicitation is not listed on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies that Boycott Israel List. I also certify that the company responding to this solicitation is not participating in a boycott of Israel, and is not engaged in business operations in Syria or Cuba. I understand that pursuant to sections 287.135 and 215.4725, Florida Statutes, the submission of a false certification may subject company to civil penalties, attorney's fees, and/or costs.

I Certify



**Exhibit – Contractor Performance Report**

	<p><b>City of Pompano Beach, Purchasing Division</b> <b>1190 N.E. 3rd Avenue, Building C</b> <b>Pompano Beach, Florida, 33060</b></p>
---	---

**CITY OF POMPANO BEACH  
CONTRACTOR PERFORMANCE REPORT**

- 1. Report Period: from \_\_\_\_\_ to \_\_\_\_\_
  - 2. Contract Period: from \_\_\_\_\_ to \_\_\_\_\_
  - 3. Bid# & or P.O.#: \_\_\_\_\_
  - 4. Contractor Name: \_\_\_\_\_
  - 5. City Department: \_\_\_\_\_
  - 6. Project Manager: \_\_\_\_\_
  - 7. Scope of Work (Service Deliverables): \_\_\_\_\_
- 
- 
- 
- 
- 
- 
- 
- 
- 
- 
-



**Exhibit – Contractor Performance Report**

<b>CATEGORY</b>	<b>RATING</b>	<b>COMMENTS</b>
<b>1. Quality Assurance/Quality Control</b> - Product/Services of high quality - Proper oversight - Communication	Poor =1 Satisfactory =2 Excellent =3	
<b>2. Record Keeping</b> -Accurate record keeping -Proper invoicing -Testing results complete	Poor =1 Satisfactory =2 Excellent =3	
<b>3. Close-Out Activities</b> - Restoration/Cleanup - Deliverables met - Punch list items addressed	Poor =1 Satisfactory =2 Excellent =3	
<b>4. Customer Service</b> - City Personnel and Residents - Response time - Communication	Poor =1 Satisfactory =2 Excellent =3	
<b>5. Cost Control</b> - Monitoring subcontractors - Change-orders - Meeting budget	Poor =1 Satisfactory =2 Excellent =3	
<b>6. Construction Schedule</b> - Adherence to schedule - Time-extensions - Efficient use of resources	Poor =1 Satisfactory =2 Excellent =3	
<b>SCORE</b>	_____	<b>ADD ABOVE RATINGS/DIVIDE TOTAL BY NUMBER OF CATEGORIES BEING RATED</b>

**RATINGS**

**Poor Performance (1.0 – 1.59):** Marginally responsive, effective and/or efficient; delays require significant adjustments to programs; key employees marginally capable; customers somewhat satisfied.

**Satisfactory Performance (1.6 – 2.59):** Generally responsive, effective and/or efficient; delays are excusable and/or results in minor program adjustments; employees are capable and satisfactorily providing service without intervention; customers indicate satisfaction.

**Excellent Performance (2.6 – 3.0):** Immediately responsive; highly efficient and/or effective; no delays; key employees are experts and require minimal direction; customers expectations are exceeded.



## City of Pompano Beach Florida

### Local Business Subcontractor Utilization Report

Project Name <sup>(1)</sup>		Contract Number and Work Order Number (if applicable) <sup>(2)</sup>	
Report Number <sup>(3)</sup>	Reporting Period <sup>(4)</sup> to	Local Business Contract Goal <sup>(5)</sup>	Estimated Contract Completion Date <sup>(6)</sup>
Contractor Name <sup>(7)</sup>		Contractor Telephone Number <sup>(8)</sup> ( ) -	Contractor Email Address <sup>(9)</sup>
Contractor Street Address <sup>(10)</sup>	Project Manager Name <sup>(11)</sup>	Project Manager Telephone Number <sup>(12)</sup> ( ) -	Project Manager Email Address <sup>(13)</sup>

<b>Local Business Payment Report</b>						
Federal Identification Number <sup>(14)</sup>	Local Subcontractor Business Name <sup>(15)</sup>	Description of Work <sup>(16)</sup>	Project Amount <sup>(17)</sup>	Amount Paid this Reporting Period <sup>(18)</sup>	Invoice Number <sup>(19)</sup>	Total Paid to Date <sup>(20)</sup>
<b>Total Paid to Date for All Local Business Subcontractors <sup>(21)</sup> \$</b>						<b>0.00</b>

**I certify that the above information is true to the best of my knowledge.**

Contractor Name – Authorized Personnel (print) <sup>(22)</sup>	Contractor Name – Authorized Personnel (sign) <sup>(23)</sup>	Title <sup>(24)</sup>	Date <sup>(25)</sup>
--	---	-----------------------	----------------------

### Local Business Subcontractor Utilization Report Instructions

- Box (1) Project Name** – Enter the entire name of the project.
- Box (2) Contract Number (work order)** – Enter the contract number and the work order number, if applicable (i.e., 4600001234, and if work order contract include work order number – 4600000568 WO 01).
- Box (3) Report Number** - Enter the Local Business Subcontractor Utilization Report number. Reports must be in a numerical series (i.e., 1, 2, 3).
- Box (4) Reporting Period** - Enter the beginning and end dates this report covers (i.e., 10/01/2016 – 11/01/2016).
- Box (5) Local Contract Goal** - Enter the Local Contract Goal percentage on entire contract.
- Box (6) Contract Completion Date** - Enter the expiration date of the contract, (not work the order).
- Box (7) Contractor Name** - Enter the complete legal business name of the Prime Contractor.
- Box (8) Contractor Telephone Number** - Enter the telephone number of the Prime Contractor.
- Box (9) Contractor Email Address** - Enter the email address of the Prime Contractor.
- Box (10) Contractor Street Address** – Enter the mailing address of the Prime Contractor.
- Box (11) Project Manager Name** - Enter the name of the Project Manager for the Prime Contractor on the project.
- Box (12) Project Manager Telephone Number** – Enter the direct telephone number of the Prime Contractor's Project Manager.
- Box (13) Project Manager Email Address** – Enter the email address of the Prime Contractor's Project Manager.
- Box (14) Federal Identification Number** – Enter the federal identification number of the Local Subcontractor(s).
- Box (15) Local Subcontractor Business Name** – Enter the complete legal business name of the Local Subcontractor(s).
- Box (16) Description of Work** – Enter the type of work being performed by the Local Subcontractor(s) (i.e., electrical services).
- Box (17) Project Amount** – Enter the dollar amount allocated to the Local Subcontractor(s) for the entire project (i.e., amount in the subcontract agreement).

- Box (18) Amount Paid this Reporting Period** – Enter the total amount paid to the Local Subcontractor(s) during the reporting period.
- Box (19) Invoice Number** – Enter the Local Subcontractor's invoice number related to the payment reported this period.
- Box (20) Total Paid to Date** – Enter the total amount paid to the Local Subcontractor(s) to date.
- Box (21) Total Paid to Date for All Local Subcontractor(s)** – Enter the total dollar amount paid to date to all Local Subcontractors listed on the report.
- Box (22) Contractor Name Authorized Personnel (print)** – Print the name of the employee that is authorized to execute the Local Subcontractor Utilization Report.
- Box (23) Contractor Name Authorized Personnel (sign)** – Signature of authorized employee to execute the Local Subcontractor Utilization Report.
- Box (24) Title** – Enter the title of authorized employee completing the Local Subcontractor Utilization Report.
- Box (25) Date** – Enter the date of submission of the Local Subcontractor Utilization Report to the City.

**REQUESTED INFORMATION BELOW IS ON LOCAL BUSINESS PROGRAM FORM ON THE BID ATTACHMENTS TAB. BIDDERS ARE TO COMPLETE FORM IN ITS ENTIRITY AND INCLUDE COMPLETED FORM IN YOUR PROPOSAL THAT MUST BE UPLOADED TO THE RESPONSE ATTACHMENTS TAB IN THE EBID SYSTEM.**

CITY OF POMPANO BEACH, FLORIDA  
 LOCAL BUSINESS PARTICIPATION FORM

Solicitation # & Title: \_\_\_\_\_

Prime Contractor's Name: \_\_\_\_\_

<u>Name of Firm, Address</u>	<u>Contact Person, Telephone Number</u>	<u>Type of Work to be Performed/Materials to be Purchased</u>	<u>Contract Amount</u>

LOCAL BUSINESS EXHIBIT "A"



LOCAL BUSINESS EXHIBIT "C"  
LOCAL BUSINESS UNAVAILABILITY FORM

Solicitation # \_\_\_\_\_

I, \_\_\_\_\_  
(Name and Title)

of \_\_\_\_\_, certify that on the \_\_\_\_\_ day of

\_\_\_\_\_, \_\_\_\_\_, I invited the following LOCAL BUSINESS(s) to bid work  
(Month) (Year)

items to be performed in the City of Pompano Beach:

Business Name, Address	Work Items Sought	Form of Bid Sought (i.e., Unit Price, Materials/Labor, Labor Only, etc.)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Said Local Businesses:

- \_\_\_ Did not bid in response to the invitation
- \_\_\_ Submitted a bid which was not the low responsible bid
- \_\_\_ Other: \_\_\_\_\_

Name and Title: \_\_\_\_\_

Date: \_\_\_\_\_

Note: Attach additional documents as available.

LOCAL BUSINESS EXHIBIT "C"



LOCAL BUSINESS EXHIBIT "D"  
GOOD FAITH EFFORT REPORT LOCAL BUSINESS PARTICIPATION

Solicitation # \_\_\_\_\_

1. What portions of the contract have you identified as Local Business opportunities?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2. Did you provide adequate information to identified Local Businesses? Please comment on how you provided this information.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. Did you send written notices to Local Businesses?

\_\_\_ Yes      \_\_\_ No

If yes, please include copy of the notice and the list of individuals who were forwarded copies of the notices.

4. Did you advertise in local publications?

\_\_\_ Yes      \_\_\_ No

If yes, please attach copies of the ads, including name and dates of publication.

5. What type of efforts did you make to assist Local Businesses in contracting with you ?

\_\_\_\_\_

\_\_\_\_\_

7. List the Local Businesses you will utilize and subcontract amount.

_____	\$ _____
_____	\$ _____
_____	\$ _____

8. Other comments: \_\_\_\_\_

\_\_\_\_\_

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LOCAL BUSINESS EXHIBIT "D"



**Craven Thompson  
& Associates, Inc.**  
Project Management  
Engineering  
Landscape Architecture  
Surveying & Planning

3563 NW 53rd Street,  
Fort Lauderdale, FL 33309  
Phone: (954) 739-6400

PREPARED FOR Exhibit A - RLI T-25-20 & Consultant's Proposal



**CONTINUING CONTRACT FOR  
LANDSCAPE ARCHITECTURAL SERVICES  
REQUEST FOR LETTERS OF INTEREST T-25-20  
AUGUST 24, 2020**

**PDF FORMAT**



# Section 1: Title Page

**SECTION 1: TITLE PAGE**



**REQUEST FOR LETTERS OF INTEREST  
T-25-20  
CONTINUING CONTRACT FOR LANDSCAPE ARCHITECTURAL SERVICES**

**SUBMITTED TO:  
CITY OF POMPANO BEACH**



**SUBMITTED BY:**  
Craven, Thompson & Associates, Inc.  
3563 NW 53<sup>rd</sup> Street  
Fort Lauderdale, Florida 33309  
Contact: Patrick J. Gibney, P.E.  
Vice President, Engineering  
Phone: (954) 739-6400  
Email: [pgibney@craventhompson.com](mailto:pgibney@craventhompson.com)

CRAVEN THOMPSON



& ASSOCIATES INC.

**AUGUST 24, 2020**

## Section 2: Table of Contents

Section 2

# SECTION 2: TABLE OF CONTENTS



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## Section 3: Letter of Transmittal

Section 3



## SECTION 3: LETTER OF TRANSMITTAL



August 24, 2020

The City of Pompano Beach  
 Purchasing Office  
 1190 NE 3<sup>rd</sup> Avenue, Building C  
 Pompano Beach, Florida 33060

**RE: REQUEST FOR LETTER OF INTEREST T-25-20  
 CONTINUING CONTRACT FOR LANDSCAPE ARCHITECTURAL SERVICES**

Selection Committee Members:

**Craven Thompson and Associates, Inc.** is pleased to submit this Statement of Qualifications for your consideration in response to the **City of Pompano Beach's** Request for Letters of Interest for the *"Continuing Contracts for Landscape Architectural Services"*.

Craven Thompson understands that the City of Pompano Beach intends to issue multiple contracts to consulting firms to provide continuing professional services to the City for various projects as-needed within current CCNA guidelines. The projects may involve: Roadway, Streetscape or Parking Lot projects; Water or Reuse Main projects; Gravity Sewer Main projects; Force Main projects; Lift station / pump station rehabilitation projects; Parks and Recreational Facilities; Seawall and dock construction and repair; Storm Water / Drainage Improvement projects; Consultation for Emergency Water / Wastewater / Stormwater Repairs; Inspection Services for Emergency Water/ Wastewater / Stormwater Repairs; Canal and lake dredging; Grant reimbursement, FAA and FDOT support and compliance; SRF support and Davis Bacon Wage Reporting requirements.

Tasks may include: preparation of general landscape architecture design documents for construction; preparation of irrigation design/modifications for construction; preparation of signed/sealed tree assessments and surveys; providing landscape inspection services; and assistance with applicable permitting of landscape construction documents.

### **Authorized Agent**

Craven Thompson & Associate, Inc.  
 Federal Tax Identification Number: 59-0948029  
 3563 NW 53<sup>rd</sup> Street  
 Fort Lauderdale, Florida 33309  
 Telephone: (954) 739-6400 / Fax: (954) 739-6409  
 Contact: Joseph D. Handley, R.L.A., Vice President, Planning & Landscape Architecture  
 Email: [jhandley@craventhompson.com](mailto:jhandley@craventhompson.com)

Over fifty-eight (58) years in business, and through scores of a wide variety of governmental projects, our seventy-two (72) employees have gained an invaluable skill set and extensive experience in providing quality professional services for an enormous diversity of projects for a variety of municipalities. These projects have ranged in size and complexity from small CCNA, single-task

## SECTION 3: LETTER OF TRANSMITTAL



assignments to large, multi-scaled projects involving numerous sub-consultants and/or specialized services.

Craven Thompson has teamed with the following sub-consultants:

- Masuen Consulting to provide Irrigation Design Services
- JTC Management Group to provide Arborist Services
- Electrical Design Associates to provide Lighting Services

We sincerely appreciate the opportunity of providing this response to the City of Pompano Beach and hope to develop a positive working relationship with the City and staff.

Sincerely,

**CRAVEN THOMPSON & ASSOCIATES, INC.**

A handwritten signature in blue ink, appearing to read "Joseph D. Handley", is written over the company name.

JOSEPH D. HANDLEY, R.L.A.  
Vice President, Planning & Landscape Architecture

JDH/tg

## Section 4: Technical Approach

## SECTION 4: TECHNICAL APPROACH



### MANAGEMENT PLAN, GENERAL PROJECT SCOPE AND METHOD OF APPROACH

The overall client contact for this contract will be Joseph D. Handley, R.L.A. Mr. Handley takes an active role in the day-to-day landscape design, landscape construction services role and is very responsive to his clients, and is very quick to resolve any issues which may arise.

In order to keep projects on track to meet time and budget requirements, Mr. Handley will be in regular contact with the City representative through various means. We believe that having regular project meetings during the design and permitting process between City staff and the Craven Thompson team would be mutually beneficial. Face-to-face meetings (when appropriate during the current Covid-19 crisis) tend to be more productive than conference calls. Within two hours from notification, Craven Thompson team personnel would be available for any meeting. The Craven Thompson team members are readily accessible for meetings, by phone, or via email during regular hours, 7:00 am to 6:00 pm (and outside of regular hours should it become necessary).

Between meetings we will also be in contact through phone and email. Craven Thompson will supply the City with a contact list of team members at the beginning of the project. We will respond to the City's calls or emails within four hours of receiving them at the latest and sooner if possible. We will be available for emergency (non-scheduled) meetings within a very short notice.

If requested, Mr. Handley will prepare a project status report which will be transmitted to City staff. The report will detail tasks completed (and percentages complete of tasks remaining), compliance with the design/permitting schedule, issues with potential impact to project schedule and/or budget, and any comments from agencies having jurisdiction.

Any potential changes to the budget or schedule will be discussed with the City of Pompano Beach representative prior to making changes, if any are made at all. Where certain aspects of the project may contain costs, which are difficult to define, Craven Thompson is experienced in identifying alternatives for costs savings in the event that the project begins to exceed the City's budget. Craven Thompson will supply recommendations; however; the ultimate decision will remain up to the City. Comments from agencies having jurisdiction will be forwarded to the City prior to being addressed by Craven Thompson. In addition, our team will provide the City with the work product for review at appropriate intervals or whenever requested by the City. Face-to-face review meetings (when appropriate during the current Covid-19 crisis) will occur once the City has compiled all comments.

Upon being notified by the City of Pompano Beach of a potential project, Mr. Handley will meet with City representatives to discuss the scope, budget and schedule. Craven Thompson will then prepare a proposal for the specific project. Once the Work Authorization has been signed, implementation will be initiated by Mr. Handley. He will assemble the internal team dependent upon the specific scope in the Work Authorization. He will then initiate an initial internal meeting to define the scope and budget and assign specific tasks and schedules to each team member. Mr. Handley will share his ideas as to how to approach the tasks and define the deliverables to the City. At this point, the Craven Thompson Team will



## SECTION 4: TECHNICAL APPROACH



present their intended program to meet the goals, objectives, timelines and budget defined under the Work Authorization.

Craven Thompson will ensure continuity by keeping the same personnel on the project that were originally assigned. We will define a clear and concise project scope with a firm budget; assigned and well-defined project duties for each team member. Craven Thompson has a clear and concise cost control strategy with project tested implementation strategies, with a highly motivated and enthusiastic project team. As long as we adhere to our strategy, the project will progress on schedule and within budget.

Mr. Handley will remain the point of contact for all projects under this solicitation, but will utilize different staff (based on project type) to perform the work necessary to maintain the schedule. All Pompano Beach projects will be of the highest priority and will be handled professionally to achieve the desired outcome. We will pay special attention to meeting the City's time and budget requirements. Project landscape architects, and landscape designers will answer directly to Mr. Handley.

### LANDSCAPE ARCHITECTURAL APPROACH

Craven Thompson will develop creative and cost-effective design solutions to any project, whether large or small. We will be expected to perform a wide variety of landscape architectural tasks including passive and active park design, urban design, streetscape, parking lot landscape & hardscape, median landscape & hardscape, permit assistance, and landscape architectural contract documents for all types of projects. We have a long history with providing these exact services to many other government entities. Craven Thompson has consistently utilized a predominantly native plant palate and Xeriscape principles thus reducing maintenance and water requirements while still providing a variety of colors and textures to the user. The Craven Thompson Team will emphasize creativity, cost-effective design, management and scheduling techniques which will result in a beautiful, on-time and within budget, final product that will continue to implement the City's vision for many years to come. Mr. Joseph Handley, R.L.A. will act as the Landscape Architectural Project Manager. He has thirty-five years of experience in landscape architecture in Broward County.



Although every project is unique in its scope and detail, Craven Thompson implements a similar management approach for all projects. For any given project or task, Craven Thompson will institute the following typical project approach:

- Meet with the City of Pompano Beach to review project scope, objectives and budget
- Prepare project design schedule
- Perform preliminary site investigation of existing conditions
- Prepare design alternatives with cost opinions

## SECTION 4: TECHNICAL APPROACH



- Review with Pompano Beach Staff
- Solicit input from public and affected parties through the appropriate City Staff, as necessary
- Prepare preliminary design plans
- Prepare preliminary construction cost opinion with each plans production phase
- Review preliminary plans with City Staff
- Modify preliminary design plans and budget as necessary
- Provide updates to public/affected parties as the City of Pompano Beach deems necessary
- Prepare final construction documents
- Submit and support applications for required government approvals and permits
- Prepare bid documents
- Update construction cost opinion
- Prepare contract documents
- Provide construction services
- Shop drawing review
- Construction observation
- Contract administration
- Review contractor's pay requests
- Certifications/Project close-out

Mr. Handley will coordinate directly with Pompano Beach staff on an on-going basis to update them on the status of all landscape projects and provide the work product that is requested or required. Communication methods will include email, telephone, cell phone, and meetings and will be tailored to the City's vision.

Overall, Craven Thompson will work to achieve the following goals:

- Same day response to inquiries
- Schedule with milestone dates
- Recovery schedule
- Explore alternatives during design phase
- Verify cost opinions with other sources
- Keep the City's project manager informed of critical elements
- Monthly updates
- Direct contact with our project manager and landscape architect lead
- Preparation of bid documents for construction and landscape projects including detailed scale drawings:

The Craven Thompson approach will utilize the latest AutoCAD software to create easily clear and concise construction documents including plans and specifications. All projects, no matter what size, require accurate contract documents in order to greatly reduce the possibility of misunderstandings, which could result in a change order. We strive to prepare all construction plans at the same scale

## SECTION 4: TECHNICAL APPROACH



for ease in relating the plans to one another. We overlay information, such as existing utilities onto the landscape plans, to identify any conflicting issues.

All of our plans go through a thorough Quality Assurance / Quality Control procedure to make every effort to eliminate errors, additional revisions, and construction delays to the maximum extent possible, Scott Peavler, R.L.A., will be responsible for quality control for all landscape architecture aspects of City of Pompano Beach projects.

All of the landscape architecture projects would be designed in accordance with the NatureScape and Xeriscape principals. NatureScape principals have been utilized by the Landscape Architectural Department at Craven Thompson for the last thirty-five (35) years, so they are not new.

In summary, these principals include:

- Limited turf areas
- Efficient irrigation
- Soil improvements
- Use of mulches
- Use of low-water demand plants
- Appropriate maintenance

The landscape design philosophy of Craven Thompson is to bring creative, timeless and innovative landscape design solutions to every project. We always take into consideration the maintenance requirements and design for the long-term as well as CPTED (Crime Prevention through Environmental Design) principles to ensure the safety of the public. Our designs always include colorful, texture-rich plantings using a predominantly native plant palate.

Craven Thompson will work closely with City Staff to prepare landscape designs that are exciting for both the observer and the City. Following the initial data collection phase, Craven Thompson will prepare conceptual landscape plans for review by the City. These conceptual plans will be detailed to a 30% level. Once comments are received, the plans will be revised to become the final construction documents, which may or may not include subsequent 60% 90% and 100% submittals, dependent on the complexity of the project.

If required, the plans will be processed through the site plan review process and then bidding documents, including written specifications, will be prepared to be placed out to bid by the City of Pompano Beach.



## SECTION 4: TECHNICAL APPROACH



### Urban Design Plans

Over the past several years, urban design in South Florida has gone through a drastic change. With the introduction of 'modern urbanism' the language of development has been changed forever. Suburban communities are now urban; mass transit is being taken seriously; pocket parks and urban oasis are becoming more of a common occurrence and 'sustainability' and 'green buildings' has entered into code requirements from many cities and counties.

The Craven Thompson approach to Urban Design Plans builds on three key principles.

- Build on Your Strength
- Create Great Places
- Activate the Street

With every urban design plan, Craven Thompson will review these three key principles to determine how they can all be met. All three are incredibly important in an urban environment. By building on the strength that is already present in the City, site or area, by creating a great space that pays attention to the details and by activating the street which provides an undeniable energy, change will be achieved quicker and will be more successful.

In outlining an applicable approach, it is assumed that the task would be to develop general urban design plans for a specific area within Pompano Beach. The final deliverable could possibly be a set of design guidelines for the redevelopment of an area. For this task, the Craven Thompson approach will generally follow these steps:

- Meet with Pompano Beach Staff to gain initial input on the task at hand and brainstorm initial concepts.
- Perform research to determine the strengths present. This will include several site visits and informal discussions with the existing businesses and users.
- Review existing development regulations and programs.
- Develop conceptual ideas for the plan.
- Meet with City Staff and other stakeholders to review concept plans.
- Re-evaluate and refine the conceptual plans and revise to accommodate concerns and comments.
- Prepare urban design plan.
- Review with City Staff.
- Finalize urban design plan.
- Present to City Commission.
- Revise as necessary.
- Present final urban design plan to the City.



## SECTION 4: TECHNICAL APPROACH



### Streetscapes & Median Design:

Streetscapes and medians are extremely important design elements of any redevelopment area. They often set the main impression on someone who is only passing through the City.

The streetscape projects have involved extensive coordination with residents, staff, engineers and grant funding agencies to bring about the project's success. There are many components within the project requiring coordination and community / stakeholder input that must be carefully coordinated and programmed into the design and project schedule to meet expectations. In addition, we design the streetscape elements in harmony with the existing neighborhood architecture and accentuate the positive themes of the area.

Often overlooked or downplayed, medians actually provide an amazing opportunity to compliment the image and beautification of the municipality while strengthening the branding that the City of Pompano Beach is nurturing. Our approach begins with creativity in design.

We strive to design a median that would excite and entice each passerby. Even though there are many regulations that govern the design of the median for safety concerns, such as FDOT Index No. 546, there are numerous streetscape enhancements, both softscape and hardscape, which are permitted to be placed within the median given conformance to the safety regulations.



The Craven Thompson approach would generally follow these steps:

- Meet with Pompano Beach Staff to gain initial input.
- Perform site visits to determining existing conditions while surveying the roadway.
- Identify current and future growth including redevelopment plans underway.
- Apply FDOT sight lines as well as other safety concerns.
- Investigate existing and proposed utilities.
- Prepare design alternatives with cost opinions.
- Review with City Staff.
- Solicit input from the public and other affected parties.
- Prepare preliminary plan with cost opinions.
- Present to the City Commission.

If the project is ready to move ahead to the construction plan phase, the following steps would generally be followed:

- Modify preliminary design plans and budget as necessary.
- Provide updates to public/affected parties as the City deems necessary.
- Prepare final construction documents.
- Submit and support applications for required government approvals and permits.

## SECTION 4: TECHNICAL APPROACH



### Park Design:

When Craven Thompson is tasked to design a park, the principal goal is to create a place that attracts a wide variety of people and an experience that makes them return again and again throughout the year. Often, parks are treated as aesthetic objects only, which result in a space that is pleasant to look at, but that few people use. Contrastingly, some parks are treated in a purely functional manner which provides a space that serves the designated function, however, are not exciting to look at nor do they attract new users to the facility.



The Craven Thompson approach begins with the idea that successful parks are places where many functions of the community take place and where people feel connected and have a sense of ownership. At Craven Thompson, we believe that parks should have at least ten (10) distinct destinations within it and a variety of ways to use each destination. We strive to create spaces that people want to be in. Parks have public health, preservation and conservation implications - from providing places for physical activity and offering safe spaces for children to play, to helping to lower crime rates. And, their aesthetic value is also a source of civic pride.

Creating a park that meets the criteria begins at the earliest of planning stages and continues throughout the park's development. Park design is a fluid process with the park's ultimate design including not only the facilities that are dictated by the users but should include many other functions that the park user may not have even thought of. These activities should be clustered so that they each build off of each other to create the vibrant destination that we all want.

It is important that the design of parks is innovative in its design with regard to form and function and responds to existing environment and surrounds. An individual design response for parks rather than a generic design response is required for each setting, site and community.

## Section 5: Schedule

## SECTION 5: SCHEDULE



### SCHEDULE

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Per the questions answered in the Bid Responses, **Craven Thompson and Associates** will provide a detailed schedule during the issuance of a task order. We have provided a technical approach on how we will maintain a schedule on a task order in the previous section (Section 4: Technical Approach).

## Section 6: References

## SECTION 6: REFERENCES



### REFERENCES

#### PROJECT: NE 14<sup>TH</sup> AVENUE STREETScape IMPROVEMENTS

##### Client Contact / Owner:

Mr. Manga Ebbe, Project Manager  
 City of Hallandale Beach  
 Utilities & Engineering  
 630 NE 2nd Street  
 Hallandale Beach, Florida 33009  
 Phone: (954) 457-3043  
 Email: [mebbe@hallandalebeachfl.gov](mailto:mebbe@hallandalebeachfl.gov)

**Construction Cost:** \$1,157,205.00

**Scope:** The project includes: Mill and overlay entire roadway (including pavement markings); on east side of NE 14<sup>th</sup> Avenue, mill and overlay off-street parking (including pavement markings) and provide new Type 'D' curbed landscape bulb-outs to delineate parallel parking and include canopy trees, shrubs, groundcover and spray and drip irrigation; bike lanes on both sides of roadway; curbing or other treatments at existing driveway entrances; canopy trees with ground cover intermingled and drip irrigation on the west side of NE 14<sup>th</sup> Avenue; landscape screening along north, south, and west sides of the two (2) storm water pump stations, PaveDrain concrete block access drives on each side of the two (2) storm water pump stations; mid-block crosswalks; and resting areas.

**Craven Thompson's Responsibilities:** Services included surveying, landscape architectural, civil engineering services, and CEI Services.



## SECTION 6: REFERENCES



### PROJECT: 12<sup>TH</sup> STREET PARK

#### Client Contact / Owner:

Mr. Alan Gavazzi, Capital Project Director  
 City of Sunrise - Utilities Department  
 777 Sawgrass Corporate Parkway  
 Sunrise, Florida 33325  
 Phone: (954) 572-2487  
 Email: [agavazzi@sunrisefl.gov](mailto:agavazzi@sunrisefl.gov)

**Construction Cost:** \$150,708.00

**Scope:** 12<sup>th</sup> Street Park is a 0.8-acre neighborhood park bounded by NW 12<sup>th</sup> Street, NW 12<sup>th</sup> Court, and NW 58<sup>th</sup> Terrace in the City of Sunrise. The park was originally underutilized in an area of Sunrise underserved by the number of parks in the region. This park is located in the back corner of a residential neighborhood and is highly visible from within that community. Because of the existing sidewalk network, it is easy for local residents to walk to this park from the surrounding community. In order to improve the usefulness, and aesthetics of the park, Craven Thompson designed a walking path, benches, receptacles, picnic tables, lighting, landscaping, and signage. The park design received the APWA Project of the Year Award – Beautification in 2017.



**Craven Thompson's Responsibilities:** Services included surveying, landscape architecture and landscape architecture construction services.



## SECTION 6: REFERENCES



### **PROJECT: LANDSCAPE REVIEW SERVICES**

#### **Client Contact / Owner:**

Ms. Sheila Rose  
Director of Sustainable Development  
City of Coconut Creek  
4800 West Copans Road  
Coconut Creek, Florida 33063  
Phone: (954) 973-6730  
Email: [srose@coconutcreek.net](mailto:srose@coconutcreek.net)

**Construction Cost:** Not Applicable

**Scope:** Craven Thompson & Associates, Inc. provides the City of Coconut Creek landscape consulting services in regards to Landscape plan reviews. The services provided include full DRC reviews, Administrative Approval reviews, Tree Removal/ Relocation reviews, and other additional landscape matters as they pertain to City landscape codes.

**Craven Thompson's Responsibilities:** See above.







## SECTION 6: REFERENCES



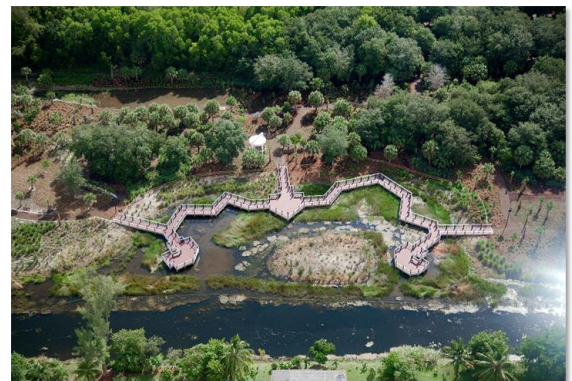
### PROJECT: OAK HAMMOCK PARK

#### Client Contact / Owner:

Mr. Dave Abderhalden  
 Capital Projects Coordinator  
 City of Sunrise  
 Utilities Department  
 Public Works Division  
 Capital Projects Section  
 777 Sawgrass Corporate Parkway  
 Sunrise, Florida 33334  
 Phone: (954) 572-2264  
 Email: [dabderhalden@sunrisefl.gov](mailto:dabderhalden@sunrisefl.gov)

**Construction Cost:** \$4.1 Million

**Scope:** Oak Hammack Park was an 11.17-acre vacant site located on the south side of NW 44<sup>th</sup> Street, approximately 1,500 feet west of Pine Island Road. Funding for the acquisition of this site was provided through the Broward County Land Preservation Bond Program. Located adjacent to a canal opposite single-family homes and next to commercial development, this park site is a perfect natural buffer between the two uses. The location of this park next to a canal provided a wonderful opportunity to bring the water element into the park setting with a canoe trail encircling a “bird island”. A meandering boardwalk through the newly constructed wetlands is a serene and educational experience for all of the park’s visitors. The site plan was designed to preserve and enhance all of the existing natural upland resources while providing a beautiful, safe and functional passive park for the residents. The park contains a walking/jogging trail utilizing pervious materials, multiple custom designed picnic pavilions, pervious parking, expansive open play areas, a large playground which includes rock climbing, and two custom designed restroom facilities as well as environmental educational materials along the boardwalk and at the entrance. The park is also 75% planted utilizing native species and utilizes recycled materials in all site furnishings.



**Craven Thompson’s Responsibilities:** Craven Thompson and Associates was the prime consultant responsible for the park design as well as the survey, preparation of the open-space park management plan, the design workshops, conceptual site design, Construction Documents and Construction Management for the City of Sunrise.

## SECTION 6: REFERENCES



### CITY OF POMPANO BEACH PROJECTS

Start Date	Completion Date	Project Name	Contract Amount
11/2005	5/2008	Pompano Beach Sewer Improvements	\$21,383.66
4/2013	6/2013	Apollo Park Plat - Parcel A (Purchase Order No. 132605 / City of Pompano Beach Project No. 02821)	\$9,500.00
6/2013	9/2013	North Riverside Drive (Purchase Order No. 133179 / City of Pompano Beach Project No. 11189)	\$41,500.00
10/2013	1/2015	Study Area 1: Pompano Place & Andrews Avenue - Alternate Improvement Scenario Development (Pompano Beach Resolution No. 2014-36)	\$85,583.00
6/25/2020	Ongoing	Master Pump Station 226 - Sketch & Legal Description	\$520.00
<b>TOTAL:</b>			<b>\$158,486.66</b>

## Section 7: Project Team Form

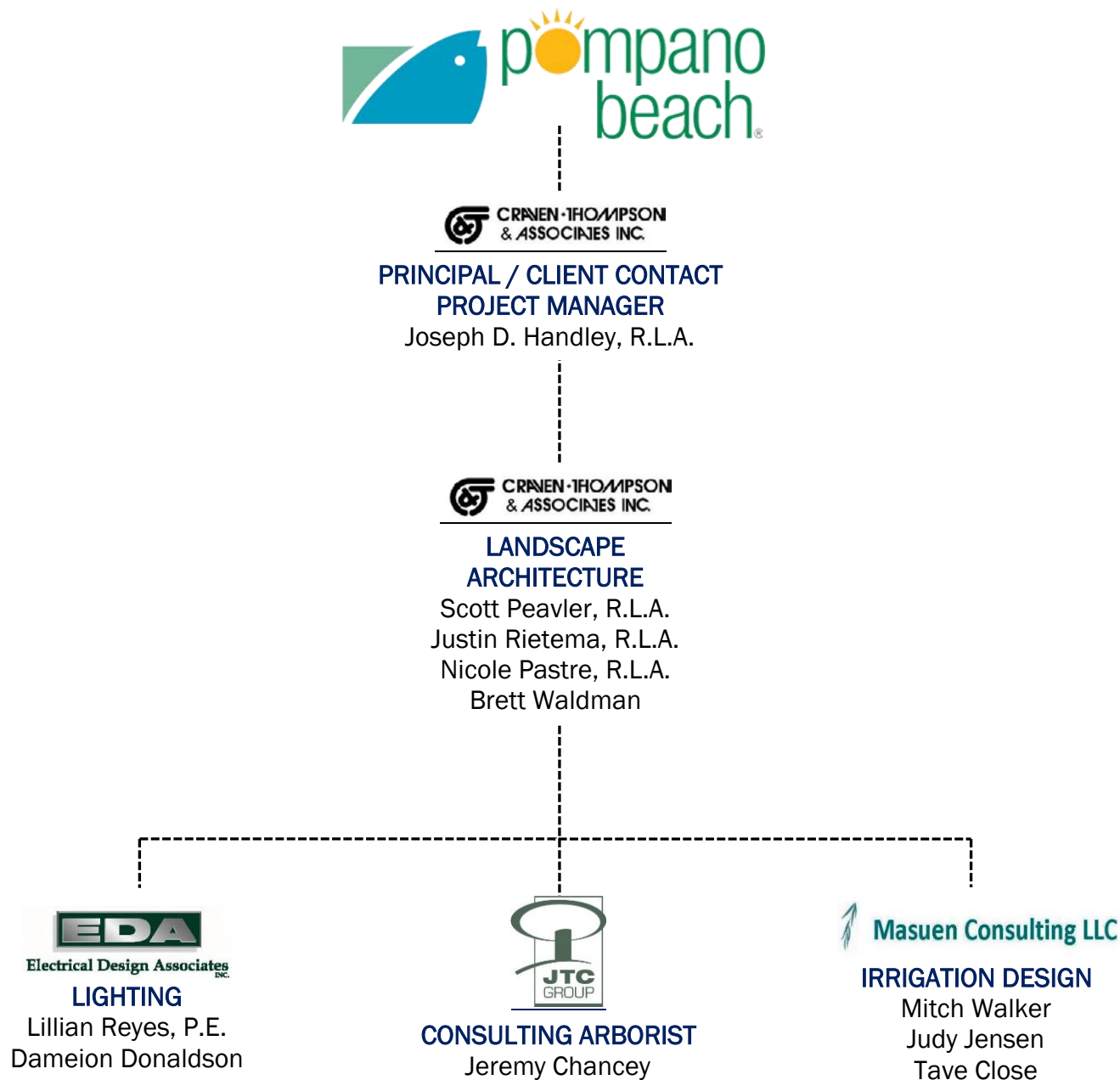


## Section 8: Organizational Chart

# SECTION 8: ORGANIZATIONAL CHART



## ORGANIZATIONAL CHART



## **Section 9: Statement of Skills and Experience of Project Team**



## SECTION 9: STATEMENT OF SKILLS AND EXPERIENCE



### STATEMENT OF SKILLS AND EXPERIENCE

At Craven Thompson and Associates we offer a wide range of landscape architectural capabilities that we coordinate with our planners, surveyors, and G.I.S. specialists, to provide a total coordinated project from site evaluation to a completion. We take pride in our ability as "problem solvers". This includes preparing studies, master plans, design guidelines, and specifications, approvals/permitting, conducting the necessary public meetings and hearings, bidding projects, coordination with contractors, inspecting the construction, and performing contract administration for the construction.

#### LANDSCAPE ARCHITECT (INCLUDES LAND PLANNING)

The Landscape Architecture Department at Craven Thompson was created in 1985 when its first Registered Landscape Architect joined the team. The Landscape Architecture Department was created in response to increased public and private concern for natural systems, environmental quality and community appearance. Craven Thompson has been actively engaged in Landscape Architecture ever since, resulting in hundreds of impressive landscape architectural projects in South Florida. Our Landscape Architects are readily available to provide services to conduct site planning for the initial conceptual planning stages of a project, as well as the landscape, hardscape, site amenity and irrigation plans.



Craven Thompson has designed many projects within the tri-county area, including complete streets, streetscape, parks, median beautification, traffic calming, and irrigation design. Aesthetic features, such as street lights, trees, berming, shrubs and other landscaping can contribute to the unique character of a street and assist in mitigating resident concerns with regards to traffic, noise, and security concerns.

Within the past five (5) years, Craven Thompson has completed three complete streets projects in Oakland Park (NE 34<sup>th</sup> Court & NE 38<sup>th</sup> Street) the Miramar Historical Area Complete Streets Project – Phase I, and are currently working on the Kimberly Boulevard Complete Streets Project in the City of North Lauderdale. Recently, we also developed the Bicycle/Pedestrian Greenways & Trails Master Plan for the City of Sunrise. We have also finished a number of streetscape and traffic calming projects including: NE 5<sup>th</sup> Avenue Streetscape & Reconstruction; 6<sup>th</sup> Avenue South Streetscape; North Miami Roadway Intersection Traffic Calming (3 intersections); the Floranda Road Traffic Calming Project; and we are nearing completion of the NE 14<sup>th</sup> Avenue Streetscape Project.



## SECTION 9: STATEMENT OF SKILLS AND EXPERIENCE



Craven Thompson median beautification projects include: Oakland Park Boulevard Median Beautification; Powerline Road Median Enhancements; and we are working on the Miramar Parkway & Miramar Boulevard Median Enhancements. Our experience also includes the Miami Springs Citywide ADA Ramp Improvements, and the Hallandale Beach CDBG Sidewalk Improvements Project. Our experience includes many additional roadway and landscape architectural projects over the past five (5) years.



Craven Thompson designed approximately seventy (70) miles of Greenways in Broward County. These included the C-14 Canal/Cypress Creek Greenway, New River/SR 84 Greenway, Flamingo Road Trail, Dixie Highway/FEC Trail and Griffin/Orange Drive Greenway. Many of our other projects include master plans, design, permitting and construction services for streetscapes, median landscaping and hardscape, right-of-way enhancements, active and passive parks, recreational amenities for upscale residential projects, landscape and hardscape for libraries, community centers, fire stations, city halls, and urban redevelopment throughout South Florida.

Craven Thompson's active park design, permitting, and construction experience involves preparing design documents that include sports fields, path systems, exercise trails, vehicular circulation, stormwater detention, play areas, visitor facilities and interpretive signage. Our passive park projects incorporate elements, including a number of nature trails, picnic areas, and gathering spaces that take advantage of existing natural features. Passive parks can also act as social spaces for people to interact. The maintaining of natural green space is not only environmentally important, but moreover, is much less costly from a maintenance perspective. Recently completed or current park projects include: Bluesten Park, Sawgrass Sanctuary Park, Pine Island Road & NW 50<sup>th</sup> Street Athletic Complex, Oak Hammock Park, Oscar Wind Park, Flamingo Park, the Urban Art Park, Jaco Pastorius Park, and Waterways Park.



Our landscape architects create master plans, designs for public facilities such as libraries, community centers, city halls and other municipal facilities that promote the building architecture and emphasize the character of the surrounding neighborhood. We consider that a building is not an invasion of the landscape, but a vital extension of it. Where a building rests on the land, and how it rests on the land, sets the context for its evolving construction, development, and use. We have designed a number of right-of-way landscaping and traffic calming projects in the South Florida area. Aesthetic features, such as streetlights, trees, berming, shrubs and other landscaping, can contribute to the unique character of a street and assist in mitigating resident concerns with regards to traffic, noise, and security concerns.

## SECTION 9: STATEMENT OF SKILLS AND EXPERIENCE



### Sub-Consultants

#### Electrical Design Associates, (EDA). – Lighting & Electrical Engineering

##### Contact Information:

Ms. Lillian Reyes, P.E., President  
 Electrical Design Associates, Inc.  
 8401 Lake Worth Road, Suite 221  
 Lake Worth, Florida 33467  
 Phone: (561) 819-5556  
 Email: [lreyes@goeda.com](mailto:lreyes@goeda.com)



**Company Overview:** Electrical Design Associates, Inc. (EDA) is a small sized consulting engineering firm specializing in electrical, instrumentation, power source design, and roadway lighting design incorporated in September 1998. EDA provides consulting engineering services to both the public and private sectors. EDA is a Certified Minority/ Women Business Enterprise with offices in Palm Beach, Hillsborough and Orange Counties. Their present staff includes registered engineers, graduate engineers, instrumentation designers, CADD technicians, and one field superintendent. EDA's staff experience includes municipal lighting projects, roadway lighting improvements, including recreational facilities, active and passive facilities throughout the State for several municipalities including but not limited to the City of Deerfield Beach, Village of Wellington, Port St. Lucie, Palm Beach County, Parkland, the City of Fort Lauderdale, Miramar, Pompano Beach, City of Sunrise, Martin County, Miami-Dade County, Lake Mary, North Miami Beach, Daytona Beach, the Town of Davie, Miami Beach, FDOT, as well as Florida Atlantic University. EDA is staffed to provide electrical and instrumentation engineering services from inception through design, bid, and construction completion.

Electrical Design Associates, Inc. has provided electrical engineering design for municipalities throughout the State of Florida for the very services requested in this RFP. A sample list of projects is provided below.

- Miramar Complete Streets Project, *Miramar, Florida*
- Hypoluxo Road Street Lighting, *Palm Beach County, Florida*
- Hillsboro Blvd. Improvements, *City of Deerfield Beach, Florida*
- Gun Club Road Street Lighting, *Palm Beach County, Florida*
- Boynton Beach Boulevard Street Lighting, *Palm Beach County, Florida*
- Sandalfoot Blvd Street Lighting Project, *Palm Beach County, Florida*
- NE 1st Avenue Lighting Improvements, *Delray Beach, Florida*
- Frenchman's Reserve, *Palm Beach Gardens, Florida*
- CROC Parking Lot Expansion, *Palm Beach County, Florida*
- Okeechobee Blvd Lighting, *Royal Palm Beach, Florida*

## SECTION 9: STATEMENT OF SKILLS AND EXPERIENCE



### JTC Management Group, Inc. - Tree Assessments (Arborist)

#### Contact Information:

Mr. Jeremy Chancey, President  
 JTC Management Group, Inc.  
 2500 Southwest 21<sup>st</sup> Street  
 Fort Lauderdale, Florida 33312  
 Phone: (954) 612-2500  
 Email: [jeremytchancey@gmail.com](mailto:jeremytchancey@gmail.com)



**Company Overview:** Founded in 2004, JTC Management Group, Inc. is an Arboricultural Consulting firm based in Fort Lauderdale, Florida. Providing consulting services to developers, municipalities, commercial property owners, landscape architects, contractors, engineers and homeowners in South Florida, JTC Management Group, Inc. is the authoritative expert on trees. Our mission is to provide an objective, comprehensive viewpoint, and to ensure the safety, health and preservation of trees. We perform tree risk assessments, tree inventories, tree management plans, and tree appraisals as well as diagnosing tree and landscape problems. JTC Management Group, Inc. is owned by Jeremy T. Chancey, Registered Consulting Arborist and President-Elect of the American Society of Consulting Arborists.

### Masuen - Irrigation

#### Contact Information:

Ms. Michele Masuen, Owner  
 32801 Highway 441 N. #293  
 Okeechobee, Florida 34972  
 Phone: (866) 928-1533, Extension 114  
 Email: [michele@masuenconsulting.com](mailto:michele@masuenconsulting.com)



**Company Overview:** Masuen Consulting LLC, is an Outdoor Water Management and Sustainability Consulting firm comprised of landscape architects, horticulturalists, agronomists, agricultural engineers, water resource engineers, environmental engineers, irrigation designers, landscape designers, site planners, and construction/project managers. The firm is dedicated to providing clients with services focused on water conservation, resource & cost sustainability, operational efficiencies, regulatory compliance, and exemplary service. Everything Masuen Consulting LLC delivers is the result of a critical thinking, 'out of the box', oriented mindset guided by a senior management team with over eighty-five (85) years of combined experience in the landscape, golf, government, and agricultural industries. The consulting firm was created with the sole focus of bringing science based, field verified solutions to the Landscape, Golf, Government, and Agricultural marketplaces. As industry professionals with expertise in soils, plants, water, hydraulics, design theory, water shed analysis and management, and construction/project management, we develop and implement successful 'holistic' outdoor water management solutions to meet each client's unique needs. Masuen Consulting has been providing proven solutions to real world problems in the outdoor water management and sustainability arenas for almost twenty (20) years. The company consists of three divisions; 1) Design, 2) Technical Consulting and 3) Water Management. Masuen Consulting, LLC offers its services throughout the United States and overseas. Masuen has offices in Florida, Georgia, Texas, and Washington State.

# SECTION 9: STATEMENT OF SKILLS AND EXPERIENCE



## PROFESSIONAL REGISTRATION CERTIFICATES

### CRAVEN THOMPSON & ASSOCIATES, INC.

Ron DeSantis, Governor  
Halsey Beshears, Secretary

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

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

**CRAVEN, THOMPSON & ASSOCS INC**  
3563 NW 53RD ST  
FT LAUDERDALE FL 333096311

LICENSE NUMBER: LCC000114  
EXPIRATION DATE: NOVEMBER 30, 2021  
Always verify licenses online at MyFloridaLicense.com

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Ron DeSantis, Governor  
Halsey Beshears, Secretary

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

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

**HANDLEY, JOSEPH DAVIS**  
3470 NE 17 TERRACE  
OAKLAND PARK FL 33334

LICENSE NUMBER: LA0001368  
EXPIRATION DATE: NOVEMBER 30, 2021  
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Halsey Beshears, Secretary

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

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**PEAVLER, SCOTT WADE**  
1874 NW 45TH COURT  
TAMARAC FL 33309

LICENSE NUMBER: LA6666976  
EXPIRATION DATE: NOVEMBER 30, 2021  
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STATE OF FLORIDA  
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION  
BOARD OF LANDSCAPE ARCHITECTURE

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

**RIETEMA, JUSTIN LEE**  
1591 NE 45TH ST  
OAKLAND PARK FL 33334

LICENSE NUMBER: LA6667055  
EXPIRATION DATE: NOVEMBER 30, 2021  
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STATE OF FLORIDA  
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION  
BOARD OF LANDSCAPE ARCHITECTURE

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

**PASTRE, NICOLE DIANA**  
5241 SW 3RD COURT  
PLANTATION FL 33317

LICENSE NUMBER: LA6667397  
EXPIRATION DATE: NOVEMBER 30, 2021  
Always verify licenses online at MyFloridaLicense.com

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## SECTION 9: STATEMENT OF SKILLS AND EXPERIENCE



# *State of Florida Department of State*

I certify from the records of this office that CRAVEN, THOMPSON & ASSOCIATES, INC. is a corporation organized under the laws of the State of Florida, filed on January 1, 1962.

The document number of this corporation is 254407.

I further certify that said corporation has paid all fees due this office through December 31, 2020, that its most recent annual report/uniform business report was filed on January 13, 2020, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Thirteenth day of January,  
2020*



*Ronald R. Lee*  
Secretary of State

Tracking Number: 6837198390CC

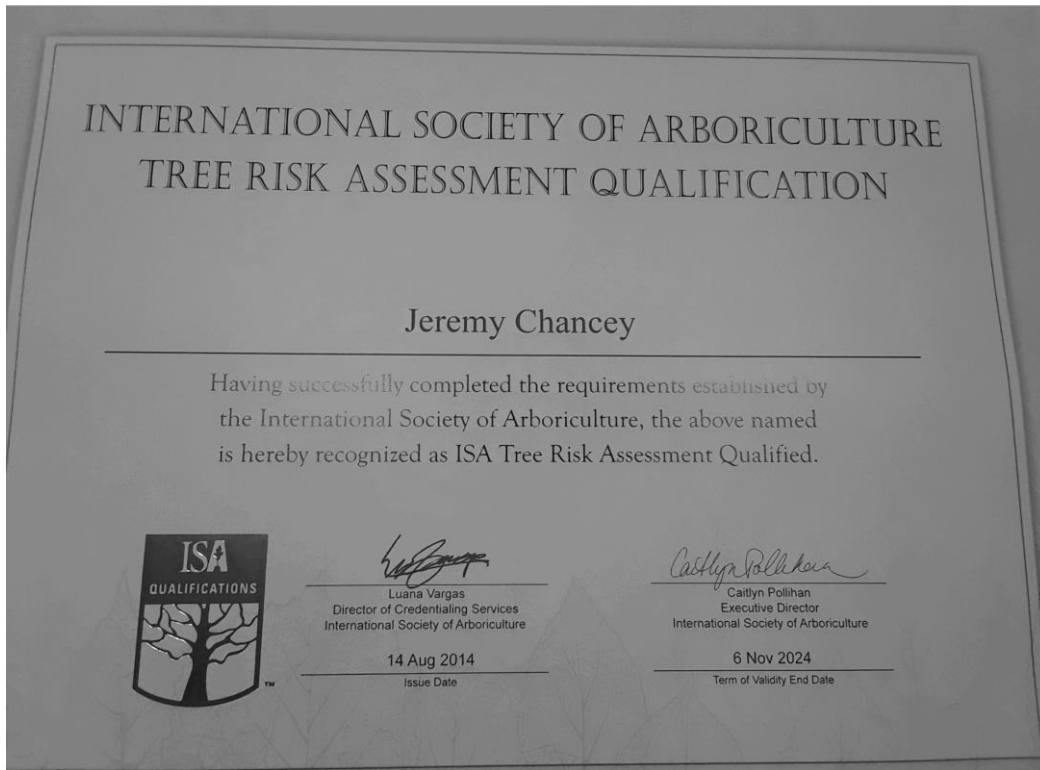
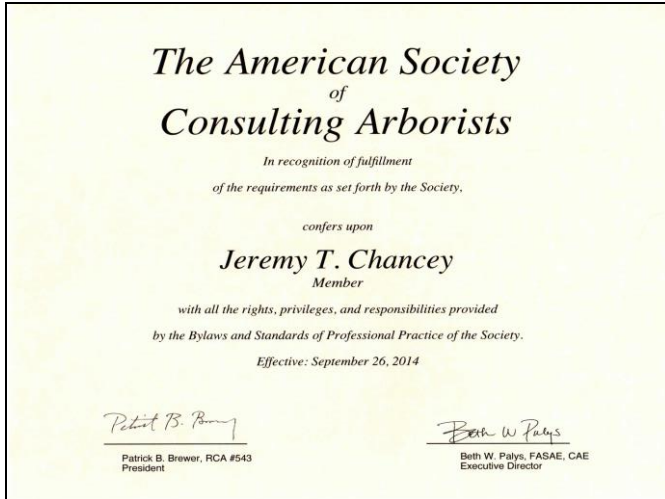
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# SECTION 9: STATEMENT OF SKILLS AND EXPERIENCE



## JTC MANAGEMENT GROUP, INC.



**SECTION 9: STATEMENT OF SKILLS AND EXPERIENCE**



**2020 FLORIDA PROFIT CORPORATION ANNUAL REPORT**

DOCUMENT# P04000007401

**Entity Name:** JTC MANAGEMENT GROUP, INC.

**Current Principal Place of Business:**

2500 SW 21ST STREET  
FORT LAUDERDALE, FL 33312

**Current Mailing Address:**

2500 SW 21ST STREET  
FORT LAUDERDALE, FL 33312 UN

**FEI Number:** 20-0603099

**Certificate of Status Desired:** No

**Name and Address of Current Registered Agent:**

CHANCEY, JEREMY T  
2500 SW 21ST STREET  
FORT LAUDERDALE, FL 33312 US

*The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.*

**SIGNATURE:** \_\_\_\_\_

Electronic Signature of Registered Agent

\_\_\_\_\_ Date

**Officer/Director Detail :**

Title PD  
Name CHANCEY, JEREMY T  
Address 2500 SW 21ST STREET  
City-State-Zip: FORT LAUDERDALE FL 33312

*I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am an officer or director of the corporation or the receiver or trustee empowered to execute this report as required by Chapter 607, Florida Statutes; and that my name appears above, or on an attachment with all other like empowered.*

**SIGNATURE:** JEREMY T CHANCEY

PD

02/06/2020

\_\_\_\_\_ Electronic Signature of Signing Officer/Director Detail

\_\_\_\_\_ Date



# SECTION 9: STATEMENT OF SKILLS AND EXPERIENCE



## ELECTRICAL DESIGN ASSOCIATES, INC.

Ron DeSantis, Governor  
Halsey Beshears, Secretary

Florida dbpr

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

THE ENGINEERING BUSINESS HEREIN IS AUTHORIZED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

**ELECTRICAL DESIGN ASSOCIATES, INC.**  
8401 LAKE WORTH ROAD  
SUITE 221  
LAKE WORTH FL 33467

LICENSE NUMBER: CA8079  
EXPIRATION DATE: FEBRUARY 28, 2021  
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Ron DeSantis, Governor  
Halsey Beshears, Secretary

Florida dbpr

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

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

**REYES, LILLIAN M**  
6124 SAND HILLS CIRCLE  
LAKE WORTH FL 334630000

LICENSE NUMBER: PE50780  
EXPIRATION DATE: FEBRUARY 28, 2021  
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Ron DeSantis, Governor

FBPE  
FLORIDA BOARD OF PROFESSIONAL ENGINEERS

STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS

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

**DONALDSON, DAMEION**  
9295 SOLSTICE CIRCLE  
PARKLAND FL 33076

LICENSE NUMBER: PE70851  
EXPIRATION DATE: FEBRUARY 28, 2021  
Always verify licenses online at MyFloridaLicense.com

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*State of Florida  
Department of State*


I certify from the records of this office that ELECTRICAL DESIGN ASSOCIATES, INC. is a corporation organized under the laws of the State of Florida, filed on October 8, 1998.

The document number of this corporation is P98000086834.

I further certify that said corporation has paid all fees due this office through December 31, 2020, that its most recent annual report/uniform business report was filed on January 16, 2020, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Sixteenth day of January, 2020*



*Randi R. Be...*  
Secretary of State

Tracking Number: 5711548743CC

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*State of Florida*

Woman & Minority Business Certification

Electrical Design Associates, Inc

Is certified under the provisions of 287 and 295.187, Florida Statutes, for a period from:  
06/13/2019 to 06/13/2021

*Jonathan R. Sattler*  
Jonathan R. Sattler, Secretary  
Florida Department of Management Services

office of supplier DIVERSITY

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# SECTION 9: STATEMENT OF SKILLS AND EXPERIENCE



## Florida UCP DBE Directory Vendor Profile

As Of: 03/02/2020

Vendor Name: ELECTRICAL DESIGN ASSOCIATES INC

Certification: DBE/MBE

Former Name:

Business Description: ELECTRICAL/MENCHANICAL ENGINEERING SERVICES

**Mailing Address:**

8401 LAKE WORTH RD  
STE 221  
LAKE WORTH, FL 33467-

**Physical Address:**

8401 LAKE WORTH RD  
STE 221  
LAKE WORTH FL 33467-  
District: 05

County: ORANGE

Website:

Contact Name: LILLIAN REYES

Phone: (561) 819-5556

Fax: (561) 819-5557

Contact Email: [LREYES@GOEDA.COM](mailto:LREYES@GOEDA.COM)

Current DBE Certification: Certified

Certifying Member: Florida Department of Transportation

ACDBE Status: N

Statewide Availability: N

### Certified NAICS

541330 - Engineering Services

### Available Work Counties

70-BREVARD	86-BROWARD	01-CHARLOTTE	02-CITRUS	03-COLLIER	04-DESOTO
73-FLAGLER	05-GLADES	06-HARDEE	07-HENDRY	08-HERNANDO	09-HIGHLANDS
10-HILLSBOROUGH	88-INDIAN RIVER	11-LAKE	12-LEE	13-MANATEE	36-MARION
89-MARTIN	87-MIAMI-DADE	90-MONROE	91-OKEECHOBEE	75-ORANGE	92-OSCEOLA
93-PALM BEACH	14-PASCO	15-PINELLAS	16-POLK	17-SARASOTA	77-SEMINOLE
94-ST. LUCIE	18-SUMTER	79-VOLUSIA			

### Available Work Districts

05,01,04,06,07

# SECTION 9: STATEMENT OF SKILLS AND EXPERIENCE



## MASUEN CONSULTING, LLC



2/13/2020 DBPR - WALKER, MITCHEL A; Doing Business As: INDIVIDUAL, Certified Specialty Contractor  
 12:39:15 PM 2/13/2020

**License Details**

**Licensee Information**

Name: **WALKER, MITCHEL A (Primary Name)**  
**INDIVIDUAL (DBA Name)**  
 Main Address: **642 YATES ROAD**  
**NEWPORT Washington 99156**  
 County: **OUT OF STATE**

License Mailing:  
 LicenseLocation:

**License Information**

License Type: **Certified Specialty Contractor**  
 Rank: **Cert Specialty**  
 License Number: **SCC131152141**  
 Status: **Current,Active**  
 Licensure Date: **02/21/2019**  
 Expires: **08/31/2020**

**Special Qualifications**

**Construction Individual** **Qualification Effective** **02/21/2019**  
**Irrigation Specialty Contractor** **02/21/2019**

**Alternate Names**

[View Related License Information](#)  
[View License Complaint](#)

2601 Blair Stone Road, Tallahassee FL 32399 :: Email: [Customer Contact Center](#) :: Customer Contact Center: 850.487.1395

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## SECTION 9: STATEMENT OF SKILLS AND EXPERIENCE



## *State of Florida Department of State*

I certify from the records of this office that MASUEN CONSULTING, LLC is a limited liability company organized under the laws of the State of Florida, filed on January 2, 2004.

The document number of this limited liability company is L04000000183.

I further certify that said limited liability company has paid all fees due this office through December 31, 2020, that its most recent annual report was filed on January 21, 2020, and that its status is active.

*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Twenty-first day of January,  
2020*



*Samuel R. Bee*  
**Secretary of State**

Tracking Number: 3404480961CC

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## SECTION 9: STATEMENT OF SKILLS AND EXPERIENCE



## NE 14<sup>th</sup> Avenue Streetscape Improvements Hallandale Beach, Florida



### Description of Work:

The project area is along NE 14<sup>th</sup> Avenue between Hallandale Beach Boulevard and Atlantic Shores Boulevard. The project corridor is approximately 3,400 linear feet. The project includes: Mill and overlay entire roadway (including pavement markings); on east side of NE 14<sup>th</sup> Avenue, mill and overlay off-street parking (including pavement markings) and provide new Type 'D' curbed landscape bulb-outs to delineate parallel parking and include canopy trees, shrubs, groundcover and spray and drip irrigation; bike lanes on both sides of roadway; curbing or other treatments at existing driveway entrances; canopy trees with ground cover intermingled and drip irrigation on the west side of NE 14<sup>th</sup> Avenue; landscape screening along north, south, and west sides of the two (2) storm water pump stations. Please note: Landscaping along the west side of the enclosure may be limited due to the close proximity of the screen fence to the existing sidewalk; PaveDrain concrete block access drives on each side of the two (2) storm water pump stations; mid-block crosswalks; and resting areas (benches, trash cans, etc.). Craven Thompson & Associates provided surveying, landscape architectural, civil engineering services, and CEI Services.

#### Client Contact:

Mr. Manga Ebbe  
Project Manager  
City of Hallandale Beach  
Utilities and Engineering  
630 NE 2nd Street  
Hallandale Beach, Florida 33009  
Phone: (954) 457-3043  
Email: [mebbe@hallandalebeachfl.gov](mailto:mebbe@hallandalebeachfl.gov)

#### Project Role:

Prime Consultant

#### Contract Duration:

2016 - 2018

#### Craven Thompson's Fees:

\$150,115.00

#### Construction Cost:

\$1,344,560.00 - Estimated  
\$1,157,206.00 - Actual

## SECTION 9: STATEMENT OF SKILLS AND EXPERIENCE



Landscape Plan Review Services  
Coconut Creek, Florida



#### Description of Work:

Craven Thompson & Associates provides the City of Coconut Creek landscape consulting services in regards to Landscape plan reviews. The services provided include full DRC reviews, Administrative Approval reviews, Tree Removal / Relocation reviews, and other additional landscape matters as they pertain to City landscape codes.

Craven Thompson has been retained for the past 9 years for services.

#### Client Contact:

Ms. Sheila Rose  
Director of Sustainable Development  
City of Coconut Creek  
4800 West Copans Road  
Coconut Creek, Florida 33063  
Phone: (954) 973-6730  
Email: [srose@coconutcreek.net](mailto:srose@coconutcreek.net)

#### Project Role:

Prime Consultant

#### Contract Duration:

2011 - Present

# SECTION 9: STATEMENT OF SKILLS AND EXPERIENCE



## Citywide Median Landscape Beautification Conceptual Design Lauderhill, Florida



### Description of Work:

The goal of the project was to obtain a consistent enhancement theme reflecting the design aesthetic of the City of Laudershill. This included conceptual design only. The project limits include the medians located within the City right of way for the street sections listed below:

- NW 44th Street from University to Inverrary Blvd. west
- NW 19th Street and intersection with NW 55th Avenue
- NW 55th Avenue from NW 15th Street to NW 16th Court
- NW 16th Street from NW 55th Avenue to NW 54th Terrace
- NW 12th Street from NW 42nd Way to SR7/441
- NW 16th Street from NW 46th Terrace to NW 38th Avenue
- NW 26th Street from NW 41st Avenue to SR7/441
- NW 38th Avenue from NW 19th Street to NW 18 Court
- NW 38th Avenue from NW 38th Way to NW 5th Court
- NW 36th Avenue from West Broward Boulevard to NW 1st Court
- NW 33rd Avenue from W Broward Blvd. to NW 4th Street

**Client Contact:**  
 Mr. Charles Faranda  
 City Manager  
 City of Laudershill  
 5581 West Oakland Park Boulevard  
 Laudershill, Florida 33313  
 Phone: (954) 739-3002  
 Email: [citymanager@laudershill-fl.gov](mailto:citymanager@laudershill-fl.gov)

**Project Role:**  
 Prime Consultant

**Project Duration:**  
 2018 - 2019

**Craven Thompson's Fees:**  
 \$29,400.00

## SECTION 9: STATEMENT OF SKILLS AND EXPERIENCE



## Parkland Library Expansion Project Parkland, Florida



### CITY OF PARKLAND LIBRARY EXPANSION

6620 N UNIVERSITY DRIVE, PARKLAND, FLORIDA 33067



#### Description of Work:

The City's objective was to have design professionals design a functional and effective expansion to the existing City Library facility located at the Municipal Complex, 6620 University Drive, Parkland, Florida with a strong emphasis on efficient space utilization and effective site aesthetics. The size of the expansion 6,900 square feet, a separate space for children and families, a multi-purpose program area, and fit within the existing footprint owned by the City.

Craven Thompson provided professional Surveying, Landscape Architecture and Civil Engineering Services for the above referenced project.

#### Client Contact:

Mr. Tom Donaudy  
Director, South Florida Operations  
Williamson Dacar Associates  
851 Broken Sound Parkway, Suite 133  
Boca Raton, Florida 33487  
Phone: (561) 609-4544  
Email: [Tdonaudy@Williamsondacar.biz](mailto:Tdonaudy@Williamsondacar.biz)

#### Project Role: Sub-Consultant

Project Duration:  
2017 - 2020

Craven Thompson's Fees:  
\$59,000.00

Construction Cost:  
\$3.6 Million



## SECTION 9: STATEMENT OF SKILLS AND EXPERIENCE



## 12<sup>th</sup> Street Passive Park Sunrise, Florida



### Description Work:

12<sup>th</sup> Street Park is a 0.8-acre neighborhood park bounded by NW 12<sup>th</sup> Street, NW 12<sup>th</sup> Court, and NW 58<sup>th</sup> Terrace in the City of Sunrise. The park was originally underutilized in an area of Sunrise underserved by the number of parks in the region. This park is located in the back corner of a residential neighborhood and is highly visible from within that community. Because of the existing sidewalk network, it is easy for local residents to walk to this park from the surrounding community. In order to improve the usefulness, and aesthetics of the park, Craven Thompson designed a walking path, benches, receptacles, picnic tables, lighting, landscaping, and signage.

The park design received the APWA Project of the Year Award – Beautification in 2017. Craven Thompson provided landscape architecture.

#### Client Contact:

Mr. Alan Gavazzi  
Capital Project Director  
City of Sunrise - Utilities Department  
777 Sawgrass Corporate Parkway  
Sunrise, Florida 33325  
Phone: (954) 572-2487  
Email: [agavazzi@sunrisefl.gov](mailto:agavazzi@sunrisefl.gov)

#### Project Role:

Prime Consultant

#### Project Duration:

2015 - 2017

#### Craven Thompson's Fees:

\$19,307.00

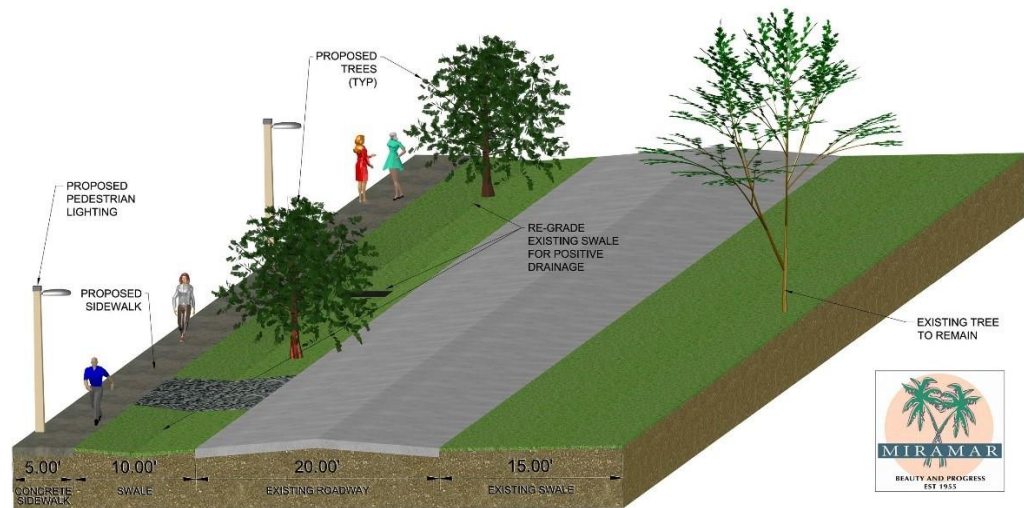
## SECTION 9: STATEMENT OF SKILLS AND EXPERIENCE



## Miramar Historical Area Complete Streets Project - Phase II

### Miramar, Florida

## HISTORIC MIRAMAR COMPLETE STREETS: PHASE II

**Description of Work:**

Craven Thompson & Associates, Inc. was selected by the City of Miramar to survey, design, permit, and provide construction services for Phase II of their Historical Area Complete Streets Project. The project includes surveying, landscape and engineering design, permitting and construction services for complete streets bounded by Pembroke Road to the north, County Line Road to the south, SW 62<sup>nd</sup> Avenue to the west, and State Road 7 to the east. The project includes six (6) streets in the Historical Area. The improvements include: sidewalks, ADA ramps, crosswalks, pedestrian level lighting, landscaping and hardscape. The City received a grant through the Broward Redevelopment Program for the improvements.

Services provided include Complete Streets Landscape Architecture, Transportation Engineering, Civil Engineering, Land Surveying, and Cost Estimating.

**Client Contact:**

Mr. Salvador Zuniga, P.E.  
Assistant City Engineer  
City of Miramar  
2200 Civic Center Place  
Miramar, Florida 33025  
Phone: (954) 602-3323  
Email: [sezuniga@miramarfl.gov](mailto:sezuniga@miramarfl.gov)

**Project Role:**  
Prime Consultant

**Project Duration:**  
2017 - 2019

**Craven Thompson's Fees:**  
\$129,348.00

**Construction Cost**  
\$1.9 Million

## SECTION 9: STATEMENT OF SKILLS AND EXPERIENCE



## Nob Hill Soccer Park

Sunrise, Florida



### Description of Work:

Craven Thompson & Associates was selected by the City to provide surveying, civil design, landscape architecture, permitting, bid assistance and construction services for the Nob Hill Soccer Club in the City of Sunrise. The site is located west of Nob Hill Road and south of Sunset Strip Blvd. The project scope includes the following major elements:

- Removal and replacement of three (3) existing soccer fields
- Drainage improvements and synthetic turf for Fields 1 and 2
- Drainage improvements and Bermuda grass for Field 3
- Addition of new toddler playground at SE corner of existing community bldg.
- New shade structure, safety surface, fence and access to existing adjacent playground at Nob Hill Elementary School
- Refurbishment of the existing aluminum & concrete perimeter fence
- ADA compliance improvements for the overall site
- Landscape improvements including addressing any deficiencies from the original site plan approval

#### Client Contact:

Mr. Alan Gavazzi  
 Capital Projects Director  
 City of Sunrise  
 777 Sawgrass Corporate Parkway  
 Sunrise, Florida 33325  
 Phone: (954) 572-2487  
 Email: [agavazzi@sunrisefl.gov](mailto:agavazzi@sunrisefl.gov)

Completion Date:  
 2017 - 2019

Craven Thompson's Fees:  
 \$188,715.00

Construction Cost:  
 \$3.7 Million

## SECTION 9: STATEMENT OF SKILLS AND EXPERIENCE



## Powerline Road Median Beautification Oakland Park, Florida



### Description of Work:

Craven Thompson was retained by the City of Oakland Park to provide landscape modifications to medians on Powerline Road (State Road 845) located between Prospect Road and Commercial Boulevard (within the City limits). This included tree relocation, new landscaping & irrigation while coordinating between the City and the Florida Department of Transportation (FDOT). Craven Thompson assisted the City with submitting for and obtaining the Florida Highway Beautification Council Grant which funded \$100,000 of the construction costs.

#### Client Contact:

Ms. Jennifer Frastai, ICMA-CM  
 Director of Engineering &  
 Community Development  
 City of Oakland Park  
 5399 N. Dixie Highway, Suite 3  
 Oakland Park, Florida 33334  
 Phone: (954) 630-4477  
 Email: [jenniferf@oaklandparkfl.gov](mailto:jenniferf@oaklandparkfl.gov)

#### Project Role:

Prime Consultant

#### Project Duration:

2014 - 2016

#### Craven Thompson's Fees:

\$28,196.00

#### Construction Cost:

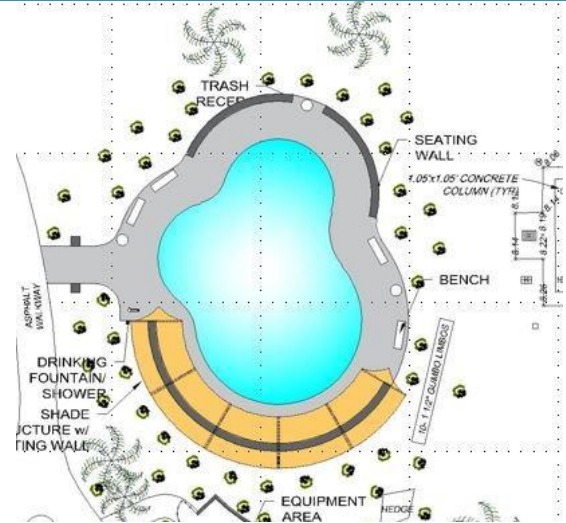
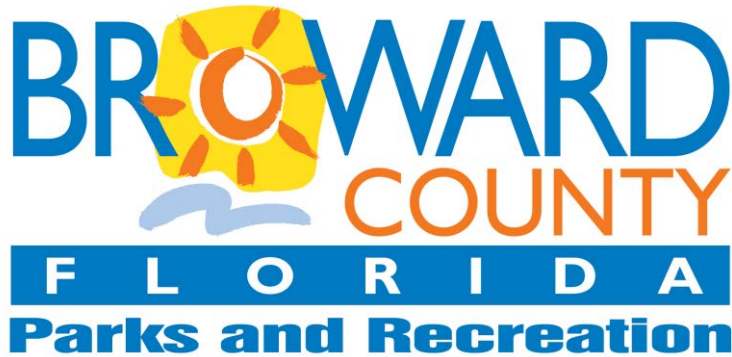
Estimated: \$325,000.00

Actual: \$305,563.00

## SECTION 9: STATEMENT OF SKILLS AND EXPERIENCE



Vista View Park Splash Pad  
Broward County, Florida



#### Description of Work:

Craven Thompson & Associates provided professional consulting landscape architectural services for the design of a splash pad at Vista View Park. We were a subconsultant to Thompson & Associates, Inc. under a contract with Broward County Parks and Recreation.

#### Client Contact:

Mr. Darren Badore  
Vice President  
Thompson & Associates, Inc.  
412 SE 18<sup>th</sup> Street  
Fort Lauderdale, Florida 33316  
Phone: (954) 761-1073  
Email: [darren@thompson-inc.com](mailto:darren@thompson-inc.com)

Project Role:  
Subconsultant

Completion Date:  
2019

## SECTION 9: STATEMENT OF SKILLS AND EXPERIENCE



## Bluesten Park

Hallandale Beach, Florida



### Description of Work:

Bluesten Park includes a 42,000 sf Recreation Center with / Pool and Splash Play Area, Soccer/Multi-Use Field, three (3) baseball Fields, three (3) basketball courts, two (2) tennis courts, two (2) racquetball courts, boundless ADA inclusive playground, walking trails and pavilions; and full promenade streetscape design for surrounding streets for pedestrian friendly corridors and parallel parking.

Craven Thompson provided landscape architecture, surveying, civil engineering, and CEI services for the project.

#### Owner:

Mr. Manga Ebbe  
Project Manager  
City of Hallandale Beach  
630 NW 2<sup>nd</sup> Street  
Hallandale Beach, Florida 33009  
Phone: (954) 457-3043  
Email: [mebbe@hallandalebeachfl.gov](mailto:mebbe@hallandalebeachfl.gov)

Completion Date:  
2016 - 2019

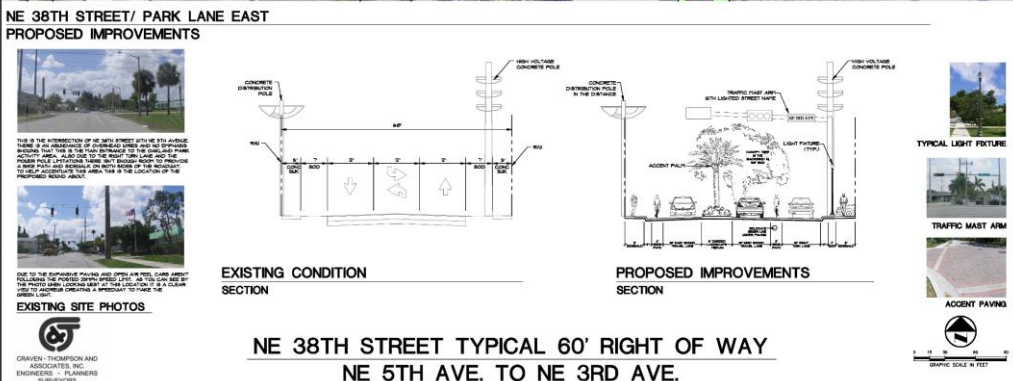
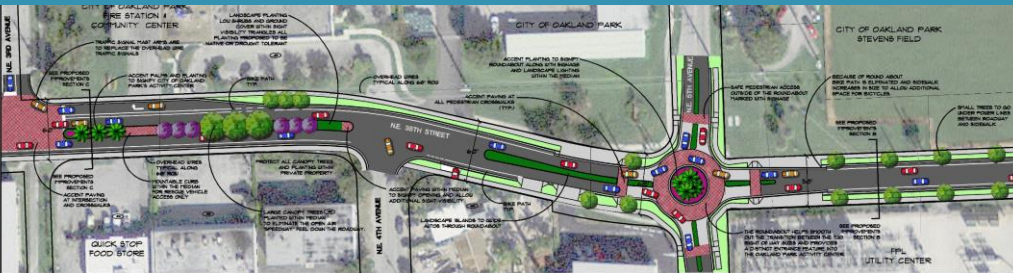
Craven Thompson's Fees:  
\$583,412.00

Construction Cost:  
\$29.4 Million

# SECTION 9: STATEMENT OF SKILLS AND EXPERIENCE



## NE 38<sup>th</sup> Street Complete Streets Project Oakland Park, Florida



### Description of Work:

The streetscape and engineering services included full roadway reconstruction design, stormwater management ICPR modeling and design, utility coordination and relocation, landscape and streetscape enhancement, and all associated jurisdictional permitting. This project required permit approvals from Broward County Environmental Protection Department (EPD), Broward County Health Department, and the City of Oakland Park Public Works and Engineering and Community Development Departments. This project utilized FDOT LAP funding for construction. Craven Thompson assisted the City of Oakland Park with the funding procurement process.

**Client Contact:**  
 Ms. Jennifer Frastai, ICMA-CM  
 Director of Engineering &  
 Community Development  
 City of Oakland Park  
 5399 N. Dixie Highway, Suite 3  
 Oakland Park, Florida 33334  
 Phone: (954) 630-4477  
 Email: [jenniferf@oaklandparkfl.gov](mailto:jenniferf@oaklandparkfl.gov)

**Project Role:**  
 Prime Consultant

**Project Duration:**  
 2011 - 2015

**Craven Thompson's Fees**  
 \$230,905.00

**Construction Cost:**  
 \$3,247,136.00

## SECTION 9: STATEMENT OF SKILLS AND EXPERIENCE



## Sunrise Athletic Complex

Sunrise, Florida



### Description of Work:

Craven Thompson & Associates was selected by the City of Sunrise as the Prime Consultant to oversee all professional services including professional Surveying, Landscape Architectural, Civil Engineering, Architectural and Geotechnical Services for the proposed 16.5-Acre (bond-funded) Athletic Complex located at Pine Island Road and NW 50th Street.

In general, the project includes:

- Four (4) Baseball / Softball Fields
- Two (2) Soccer fields or One (1) Full Size Multi-Use Soccer / Football Field
- Hard covered dugouts
- Bleachers with cantilevered shade canopies
- Centralized two-story concession, restroom, meeting space and scorer's building
- One (1) restroom / maintenance building for the Soccer Fields
- Two (2) playgrounds with shade structures
- Sports lighting for all fields
- Batting cages
- Two (2) parking lots with entry signage
- Southbound Right turn lane on Pine Island Road
- Pedestrian connections to West Pine Middle School for shared use facilities agreement

#### Client Contact:

Mr. Alan Gavazzi  
 Capital Projects Director  
 City of Sunrise  
 Utilities Department  
 Public Works Division  
 Capital Projects Section  
 777 Sawgrass Corporate Parkway  
 Sunrise, Florida 33325  
 Phone: (954) 572-2487  
 Email: [agavazzi@sunrisefl.gov](mailto:agavazzi@sunrisefl.gov)

#### Project Role:

Prime Consultant

#### Project Duration:

2015 - 2020

#### Craven Thompson's Fees:

\$849,263.00

#### Construction Cost:

\$10.2 Million

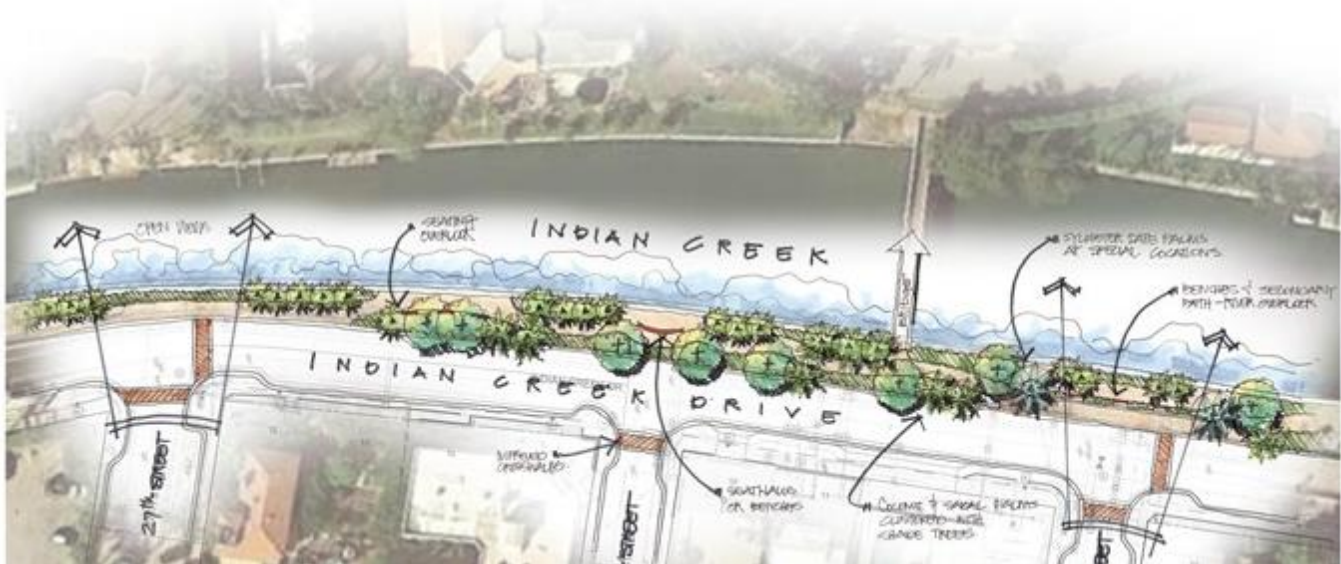


## SECTION 9: STATEMENT OF SKILLS AND EXPERIENCE



Indian Creek Greenway Project  
Miami Beach, Florida

# MIAMI BEACH



### Description of Work:

Craven Thompson & Associates was retained by the City of Oakland Park to enhance the aesthetic appeal of Oakland Park Boulevard (State Road 816) from NW 31<sup>st</sup> Avenue to I-95 (within the City limits) through landscaping improvements in the median of the multi-lane state highway. These improvements require review and approval from both the City and the Florida Department of Transportation (FDOT).

### Client Contact:

Mr. Rodney Knowles  
Greenspace Division Director  
Public Works Department  
Greenspace Management Division  
City of Miami Beach  
1700 Convention Center Drive  
Miami Beach, Florida 33139  
Phone: (305) 673-7080

Email: [Rodneyknowles@miamibeachfl.gov](mailto:Rodneyknowles@miamibeachfl.gov)

### Project Role:

Prime Consultant

### Project Duration:

2018 - 2020

## SECTION 9: STATEMENT OF SKILLS AND EXPERIENCE



### NE 34<sup>th</sup> Court Complete Streets Project (NE 2<sup>nd</sup> Avenue to Dixie Highway) Oakland Park, Florida



#### Description of Work:

This project involved the provision of professional engineering services for the design and permitting of approximately 0.70 miles of roadway improvements on NE 34<sup>th</sup> Court from NE 2<sup>nd</sup> Avenue to Dixie Highway.

The streetscape and engineering services included full roadway reconstruction design, stormwater management ICPR modeling and design, utility coordination and relocation, landscape and streetscape enhancement, and all associated jurisdictional permitting. This project required permit approvals from Broward County Environmental Protection Department (EPD), Broward County Health Department, and the City of Oakland Park Public Works and Engineering and Community Development Departments. This project utilized FDOT LAP funding for construction. Craven Thompson and Associates assisted the City of Oakland Park with the funding procurement process.

#### Client Contact:

Ms. Jennifer Frastai, ICMA-CM  
Director of engineering &  
Community Development  
City of Oakland Park  
5399 N. Dixie Highway, Suite 3  
Oakland Park, Florida 33334  
Phone: (954) 630-4477  
Email: [jenniferf@oaklandparkfl.gov](mailto:jenniferf@oaklandparkfl.gov)

#### Project Role:

Prime Consultant

#### Project Duration:

Design Start - 2011  
Construction Start - January 2013  
Construction Completion - June 2015

#### Craven Thompson's Fees:

\$280,568.00

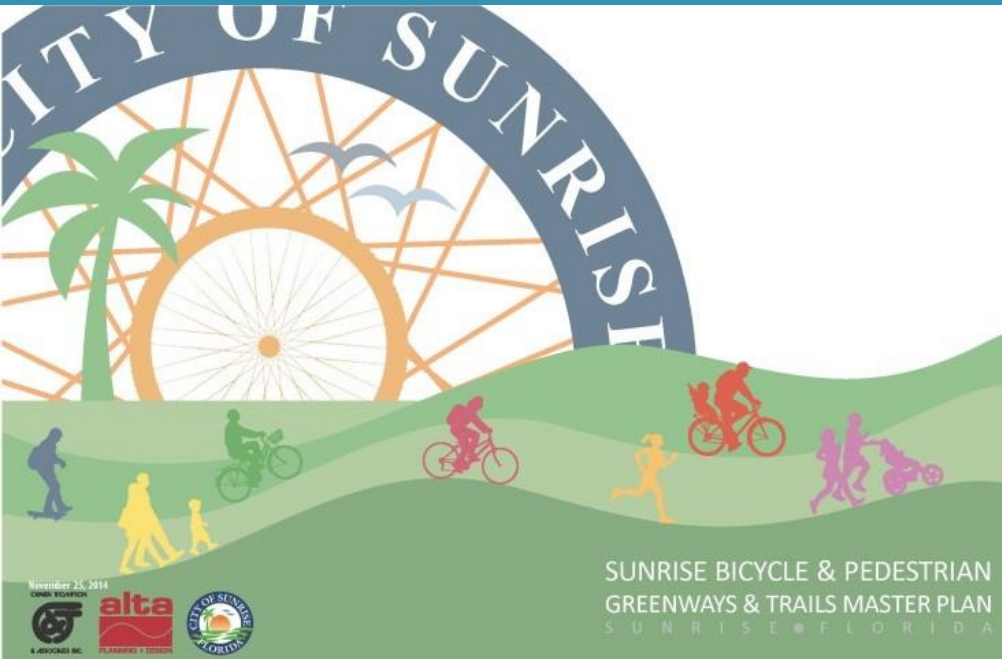
#### Construction Cost:

\$3,255,630.00

# SECTION 9: STATEMENT OF SKILLS AND EXPERIENCE



## Bicycle / Pedestrian Greenways & Trails Master Plan Sunrise, Florida



### Description of Work:

Craven Thompson along with Alta Planning + Design were hired by the City of Sunrise to prepare a Bicycle / Pedestrian Greenways & Trails Master Plan. The Plan defines a system of sidewalks, bike lanes, paths, greenways and trails within the City of Sunrise that provides integrated and continuous corridors for non-motorized transportation and recreation throughout the city. The Plan is sensitive to the needs of various user groups, the natural and built environment, the management and maintenance, and potential funding capabilities of local government. The team created a series of templates that incorporated National trail and bike lane standards, signage, and new safety measures that could be used as the building blocks to implement a cohesive plan throughout the City.

**Client Contact:**  
 Ms. Rosemarie Marco  
 Leisure Services Director  
 City of Sunrise  
 10610 W. Oakland Park Blvd.  
 Sunrise, Florida 33351  
 Phone: (954) 747-4600  
 Email: [rmarco@sunrisefl.gov](mailto:rmarco@sunrisefl.gov)

**Project Role:**  
 Prime Consultant

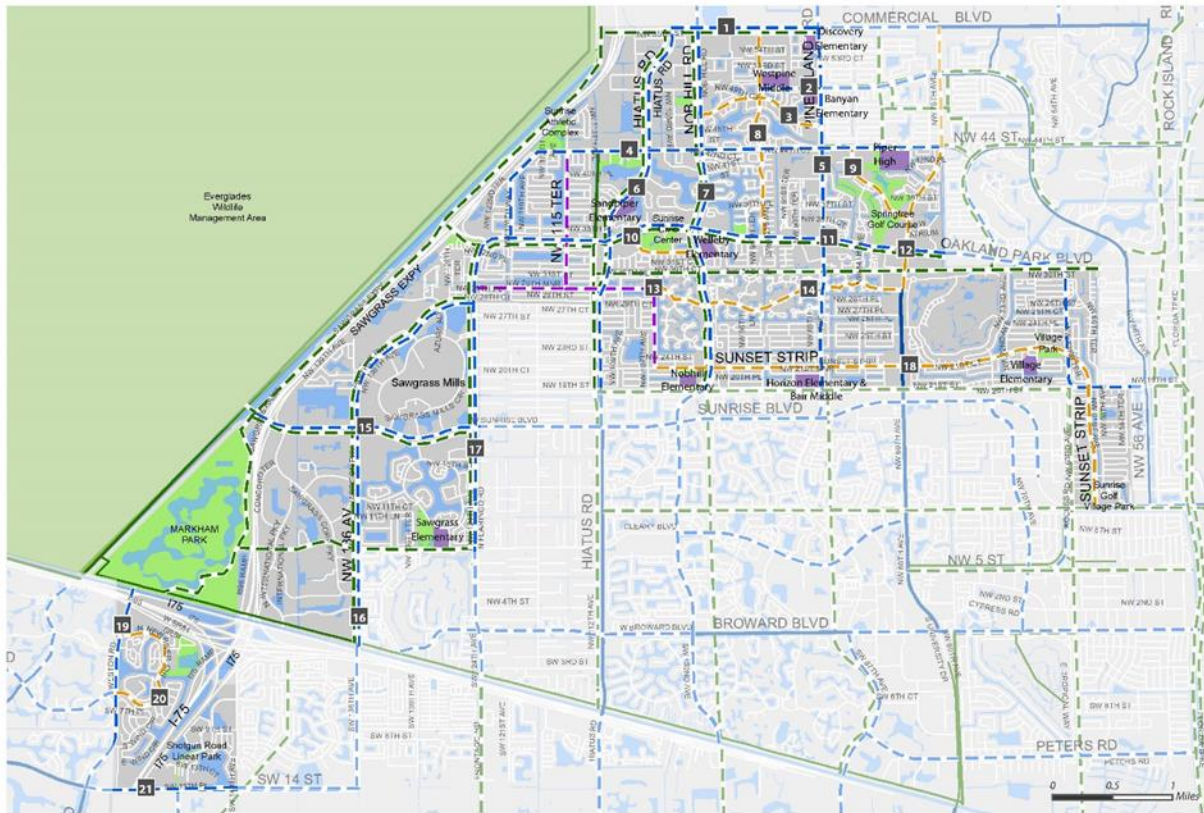
**Project Duration:**  
 2015 (8 Months)

**Craven Thompson's Fees:**  
 \$99,200.00

# SECTION 9: STATEMENT OF SKILLS AND EXPERIENCE



## Bicycle / Pedestrian Greenways & Trails Master Plan, Sunrise, Florida



### Existing and Proposed Bikeways and Trails

#### City of Sunrise Bicycle, Pedestrian, and Trails Master Plan

Data Sources: Broward MPO, Broward County, City of Sunrise

October 2014

- |                          |                             |                             |
|--------------------------|-----------------------------|-----------------------------|
| <b>Proposed Bikeways</b> | <b>Existing Bikeways</b>    | <b>Schools</b>              |
| Bike Boulevard           | Existing Bicycle Lane       | Parks                       |
| Bike Lane                | Existing Multi-Purpose Path | Water Features              |
| Buffered Bike Lane       |                             | Sunrise City Limits         |
| Multi-Purpose Path       |                             | Broward County Urban Limits |



existing condition



proposed improvements



# SECTION 9: STATEMENT OF SKILLS AND EXPERIENCE



## 69<sup>th</sup> Street Greenway Illustrative Design Guidelines Coconut Creek, Florida



LIVE OAK



SAW PALMETTO

**PLANT LIST**

Scientific Name	Common Name	Specification
<i>Quercus virginiana</i>	LIVE OAK	2" CAL. 12' OA HEIGHT
<i>Pinus elliotii</i> 'Dunn'	SLASH PINE	2" CAL. 12' OA HEIGHT
<i>Sabal palmetto</i>	SABAL PALM	MIN. 15-20' OA, STAGGERED
<i>Sarcococca vagans</i>	SAW PALMETTO	MIN. 20" HT X 24" SP
<i>Hamelia patens</i>	WILD COFFEE	MIN. 24" HT X 24" SP
<i>Psychotria nervosa</i>	WILD COFFEE	MIN. 24" HT X 24" SP
<i>Nepenthes bicaurata</i>	GIANT SWORD FERN	MIN. 24" HT X 24" SP
<i>Dioscorea brandenburgii</i>	DWARF PAKAHATCHEE GRASS	MIN. 18" HT X 18" SP
<i>Ilex vomitoria</i> 'Nana'	DWARF YALPORN HOLLY	MIN. 18" HT X 18" SP

**WATERING:**

- IRRIGATION IS NOT REQUIRED FOR GREENWAY PLANTING, HOWEVER, HAND WATERING FOR PLANT ESTABLISHMENT IS REQUIRED. A 3 MONTH WATERING PERIOD IS REQUIRED FOR TYPICAL PLANT MATERIAL AND 6 MONTHS FOR LIVE OAKS.

- WATERING SCHEDULE IS AS FOLLOWS: WATER EVERYDAY FOR THE FIRST TWO WEEKS, THEN EVERY OTHER DAY FOR THE FOLLOWING TWO WEEKS. FOR THE REMAINING TIME, WATERING SHALL BE DONE TWICE A WEEK.

- CONTRACTOR SHALL GUARANTEE THE INSTALLED PLANT MATERIAL FOR ONE YEAR UPON FINAL ACCEPTANCE BY THE CITY. THE CITY WILL TAKE RESPONSIBILITY AND MAINTENANCE AT THAT TIME.



SLASH PINE



WILD COFFEE



GIANT SWORD FERN



PAKAHATCHEE GRASS



SABAL PALM



**PLANT PALETTE**

69<sup>TH</sup> STREET GREENWAY- DESIGN GUIDELINES

### Description of Work:

Craven Thompson worked with the City of Coconut Creek to develop and prepare an illustrative Design Guidelines package complete with conceptual plans and typical sections to give future developers an understanding of the design intent for the 69<sup>th</sup> Street Greenway. The Design Guidelines package included landscape guidelines, plans, typical sections, plant palettes, typical lighting elements, and site amenities per the City of Coconut Creek standards.

**Client Contact:**  
 Ms. Liz Aguiar  
 Principal Planner / DRC Chair  
 City of Coconut Creek  
 4800 West Copans Road  
 Coconut Creek, Florida 33063  
 Phone: (954) 973-6756  
 Email: [laguiar@coconutcreek.net](mailto:laguiar@coconutcreek.net)

**Project Role:**  
 Prime Consultant

**Contract Term:**  
 2016 - 2019

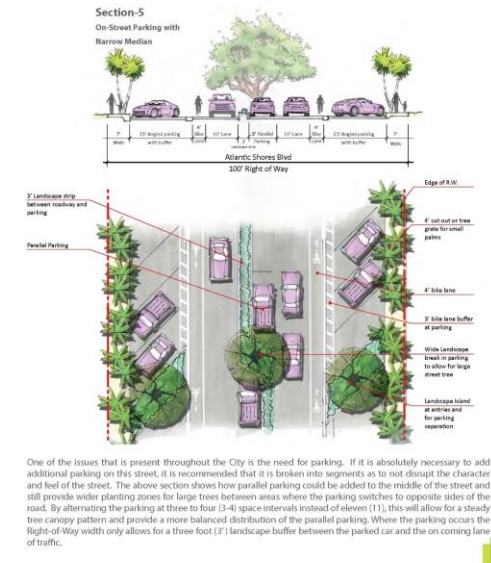
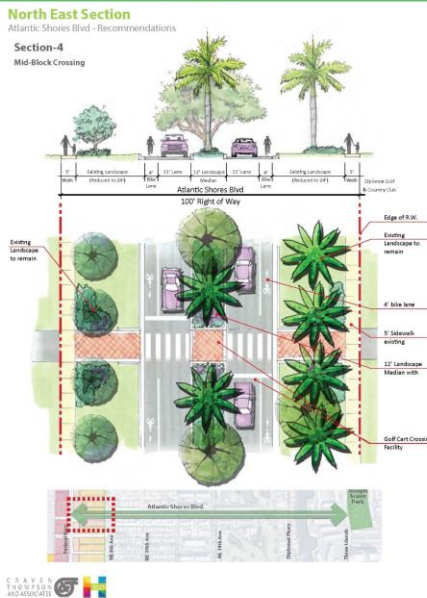
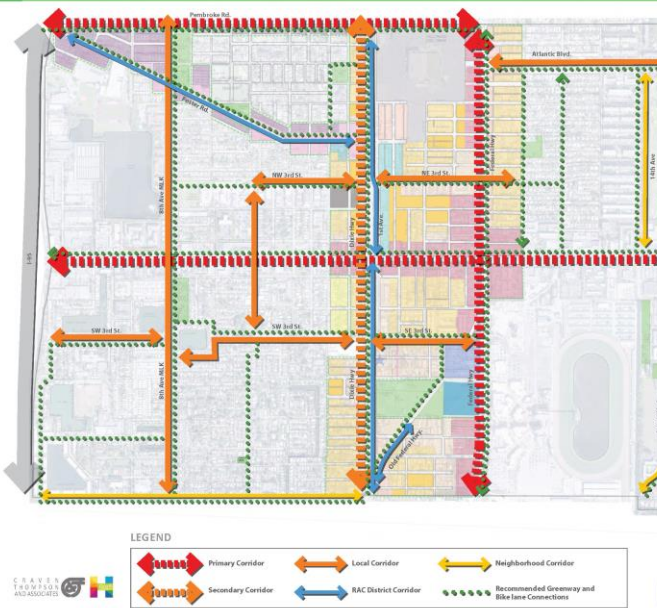
**Craven Thompson's Fees**  
 \$7,000.00

# SECTION 9: STATEMENT OF SKILLS AND EXPERIENCE



## Hallandale Beach Citywide Master Plan - Landscape Architecture Hallandale Beach, Florida

Landscape - Section V



One of the issues that is present throughout the City is the need for parking. If it is absolutely necessary to add additional parking on this street, it is recommended that it is broken into segments as to not disrupt the character and feel of the street. The above sections shows how parallel parking could be added to the middle of the street and still provide wider planting zones for large trees between areas where the parking switches to opposite sides of the road. By alternating the parking at three to four (3-4) space intervals instead of eleven (11), this will allow for a steady tree canopy pattern and provide a more balanced distribution of the parallel parking. Where the parking occurs the Right-of-Way width only allows for a three foot (3') landscape buffer between the parked car and the on coming lane of traffic.

### Description of Work:

The City of Hallandale Beach hired Craven Thompson to produce a citywide master plan that functions as a comprehensive document that assesses various infrastructure improvements, both underground and surface, and utilizes the outcome as a basis for preparing construction documents and acquiring funding. This includes Citywide Master Planning for the 2,800 acres including sidewalk, landscaping, hardscape, median enhancement, complete streets, bike lanes, local roads, sidewalk, and lighting. Craven Thompson provided recommendations for future streetscape corridors, bike lane and greenway planning, and schematic landscape for the City.

**Client Contact:**  
 Mr. Peter Kunen, P.E.  
 Assistant Director of Public Works /  
 City Engineer  
 City of Hallandale Beach  
 630 NE 2<sup>nd</sup> Street  
 Hallandale Beach, Florida 33009  
 Phone: (954) 457-3042  
 Email: [pkunen@cohb.org](mailto:pkunen@cohb.org)

**Project Role:**  
 Prime Consultant

**Project Duration:**  
 February 2015 - 2016

**Craven Thompson's Fees:**  
 \$665,000.00

**Construction Cost:**  
 \$23,813,375.00

## SECTION 9: STATEMENT OF SKILLS AND EXPERIENCE



## Stunson Nature Trail - Phase 1

Oakland Park, Florida

**Description of Work:**

The City of Oakland Park recently converted an underutilized piece of land used primarily for the storage of stormwater runoff into a park demonstrating the region's various ecological zones with the use of plant selection and educational signage. The site continues to support stormwater runoff, but now connects a string of County and City parks, further providing open space and natural habitats for the community.

Nature Trail is located in the Royal Palm Acres Neighborhood in the City of Oakland Park.

Park improvements included:

- Created an educational experience along a walking trail that emphasizes the primary environmental zones
- Enhanced wetland area
- New landscaping and irrigation
- Creation of earthen berms
- Decorative fence with landscape buffer along NE 38th Street

Craven Thompson provided Surveying, Civil Engineering, Landscape Architectural services.

**Client Contact:**

Ms. Lori Douvris  
Project Manager  
City of Oakland Park  
5399 N. Dixie Highway  
Oakland Park, Florida 33334  
Phone: (954) 630-4479  
Email: [lori.douvriss@oaklandparkfl.gov](mailto:lori.douvriss@oaklandparkfl.gov)

**Project Role:**

Prime Consultant

**Project Duration:**

2016 - 2019

**Construction Cost:**

\$474,184.00

## SECTION 9: STATEMENT OF SKILLS AND EXPERIENCE



## Oak Hammock Park Sunrise, Florida



### Description of Work:

Oak Hammock Park was an 11.17-acre vacant site located on the south side of NW 44<sup>th</sup> Street, approximately 1,500 feet west of Pine Island Road. Funding for the acquisition of this site was provided through the Broward County Land Preservation Bond Program. Located adjacent to a canal opposite single-family homes and next to commercial development, this park site is a perfect natural buffer between the two uses. The location of this park next to a canal provided a wonderful opportunity to bring the water element into the park setting with a canoe trail encircling a “bird island”. A meandering boardwalk through the newly constructed wetlands is a serene and educational experience for all of the park’s visitors. The site plan was designed to preserve and enhance all of the existing natural upland resources while providing a beautiful, safe and functional passive park for the residents. The park contains a walking/jogging trail utilizing pervious materials, multiple custom designed picnic pavilions, pervious parking, expansive open play areas, a large playground which includes rock climbing, and two custom designed restroom facilities as well as environmental educational materials along the boardwalk and at the entrance. The park is also 75% planted utilizing native species and utilizes recycled materials in all site furnishings.

Craven Thompson and Associates was the prime consultant responsible for the park design as well as the survey, preparation of the open-space park management plan, the design workshops, conceptual site design, Construction Documents and Construction Management for the City of Sunrise.

#### Client Contact:

Mr. Dave Abderhalden  
Capital Projects Coordinator  
City of Sunrise  
Utilities Department  
Public Works Division  
Capital Projects Section  
777 Sawgrass Corporate Parkway  
Sunrise, Florida  
Phone: (954) 572-2264  
Email: [dabderhalden@sunrisefl.gov](mailto:dabderhalden@sunrisefl.gov)

Completion Date:  
2015

Craven Thompson's Fees:  
\$424,000.00

Construction Cost:  
\$4.1 Million



## SECTION 9: STATEMENT OF SKILLS AND EXPERIENCE



## Miramar Parkway & Miramar Boulevard Median Enhancements Miramar, Florida



### Description of Work:

The project is along Miramar Parkway from the Florida Turnpike to Palm Avenue and along Miramar Boulevard from University Drive to Palm Avenue. The project included landscaping and hardscape for two main thoroughfares through the City of Miramar. The medians lack aesthetic appeal and require various beautification enhancements. This is Phase I of a multi-phased project. The project required permitting through the City and Broward County Construction and Highway Engineering Department. Craven Thompson & Associates is providing surveying and landscape architectural services.

Services included Median Enhancement/Beautification Landscape Architecture, Land Surveying, and Cost Estimating.

**Client Contact:**  
Mr. Salvador Zuniga, P.E.  
Assistant City Engineer  
City of Miramar  
2200 Civic Center Place  
Miramar, Florida 33025  
Phone: (954) 602-3323  
Email: [sezuniga@miramarfl.gov](mailto:sezuniga@miramarfl.gov)

**Project Role:**  
Prime Consultant

**Project Duration:**  
2017 - 2019

**Craven Thompson's Fees**  
\$99,075.00

**Construction Cost:**  
Estimated \$1.2 Million

## SECTION 9: STATEMENT OF SKILLS AND EXPERIENCE



## Nova Southeastern University Mailman Segal Center for Human Development - Playground Davie, Florida



### Description of Work:

Craven Thompson & Associates prepared a concept for the Mailman Segal Center which is a preschool and early development center. The playground design is based on an open play theme with a focus on nature and organic materials. Without prescribed play/climbing equipment the series of activities revolve around a weaving path, interactive stream bed, and artistic natural play. The site design combines existing and proposed plants with an open concept that allows for the movement and change of activities to meet the needs of the School. Gardening, nature, and imaginative activity was the primary theme of this playground design.

#### Client Contact:

Mr. Randall Seneff  
Executive Director - Design &  
Construction  
Nova Southeastern University  
3301 College Avenue  
Fort Lauderdale, Florida 33314  
Phone: (954) 262-8805  
Email: [rseneff@nova.edu](mailto:rseneff@nova.edu)

Project Role:  
Prime Consultant

Project Duration:  
2017 - 2019

Craven Thompson's Fees:  
\$5,420.00

# SECTION 9: STATEMENT OF SKILLS AND EXPERIENCE



## Oakland Park Boulevard Median Beautification Oakland Park, Florida



OVERALL LANDSCAPE CONCEPT

ZONE 7

SCIENTIFIC NAME	COMMON NAME
CARISSA MACROCARPA	CARISSA EMERALD BLANNEY
CHRYSOBALANUS ICACI 'MONDORAZ'	MONDORAZ CROCOPALM
COULGAPARIS ERICETIC 'SEREGUI'	SILVER BUTTERBUSH
LANTANA MONTESQUEENSII	PERFUME TRAILING LANTANA
HYMENOCALLOS LATIFOLIA	SPIDER LILY
FEUJA MACROCARPA	GREEN ISLAND FEUJA
HAMELIA PATENS 'COMPTON'	SHAWY FIRE BUSH
SHAPIER CONGESTA 'BLUE PACIFIC'	SHORE LUMBER 'BLUE PACIFIC'
MULLENBERGIA CAPSULARIS	PINK MIMBLE
TRIPSACUM FLORIDANUM	SHAWY GAMA GRASS
ZAMBA PUMILA	COONITE
ZEPHYRANTHES GRANDIFLORA	PINK BANANUELY
<b>TREES/ PALMS</b>	
LAURUS FROENIA 'TUSSELOFF'	TUSSELOFF ORANGE MYRTLE 'TINI'
CORDIA ALLIODORATA	WHITE GERARD
PTYCHOPERMA ELEGANS	SHREVESTER DATE PALM
QUERCUUS VIRGINIANA	SCULPTURE PALM (FRANGIBLE)
SABAL PALMETTO	LIWE DATE
	SABAL PALM

VIEW 1 - EXISTING

VIEW 2 - EXISTING

VIEW 3 - PROPOSED

VIEW 4 - PROPOSED

### Description of Work:

Craven Thompson & Associates was retained by the City of Oakland Park to enhance the aesthetic appeal of Oakland Park Boulevard (State Road 816) from NW 31<sup>st</sup> Avenue to I-95 (within the City limits) through landscaping improvements in the median of the multi-lane state highway. These improvements require review and approval from both the City and the Florida Department of Transportation (FDOT).

**Client Contact:**  
 Ms. Lori Douvris,  
 Project Manager  
 City of Oakland Park  
 5399 N. Dixie Highway, Suite 3  
 Oakland Park, Florida 33334  
 Phone: (954) 630-4479  
 Email: [lori.douvris@oaklandparkfl.gov](mailto:lori.douvris@oaklandparkfl.gov)

**Project Role:**  
 Prime Consultant

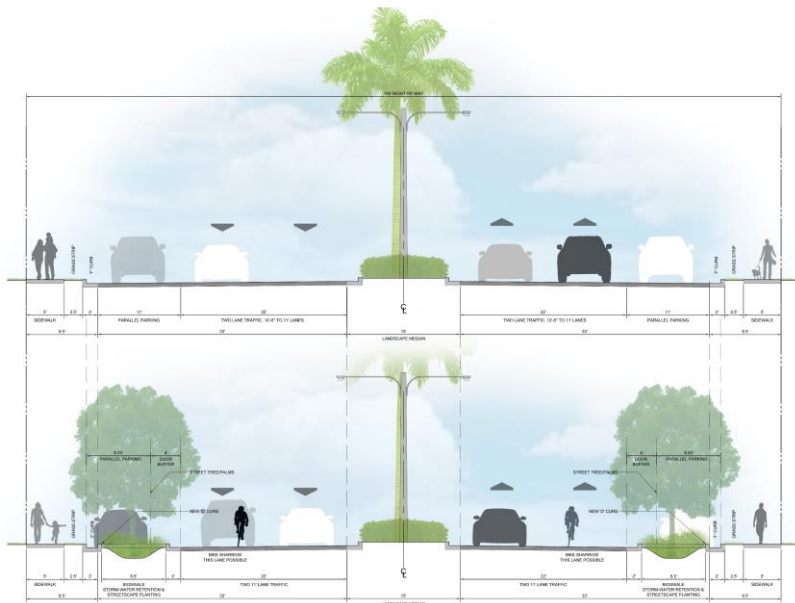
**Craven Thompson's Fees:**  
 \$80,244.00

**Project Duration:**  
 2014 - 2017

# SECTION 9: STATEMENT OF SKILLS AND EXPERIENCE



## Three Island Safe Neighborhood District - Three Island Guardhouses and Traffic Calming Project Hallandale Beach, Florida



### Description of Work:

The project area is located within the Three Islands Neighborhood on Three Islands Boulevard to Atlantic Shores Boulevard. The project consisted of traffic calming, accessible ramps and crosswalks, landscaping and lighting at guardhouses, electronic speed feedback signs, bike lane markings, guardhouse painting and gate arm replacement. The improvements are based on the ADA Engineering Study "Three Islands Guardhouses and Traffic Calming Project Master Plan Report" dated May 10, 2016.

Craven Thompson performed surveying, landscape architecture and civil engineering services.

**Client Contact:**  
 Mr. Peter Kunen, P.E.  
 Assistant Director of Public Works /  
 City Engineer  
 City of Hallandale Beach  
 630 NE 2<sup>nd</sup> Street  
 Hallandale Beach, Florida 33009  
 Phone: (954) 457-3042  
 Email: [pkunen@cohb.org](mailto:pkunen@cohb.org)

**Project Role:**  
 Prime Consultant

**Project Duration:**  
 2017 - 2019

**Craven Thompson's Fees:**  
 \$82,365.00

**Construction Cost:**  
 \$396,410.00

## SECTION 9: STATEMENT OF SKILLS AND EXPERIENCE



## Cypress Preserve Park Sunrise, Florida



### Description of Work:

Cypress Preserve Park is a 7.93-acre park located on the east side of NW 90th Terrace, between Oakland Park Boulevard and NW 38th Street. Funding for the acquisition of this site was provided through the Broward County Land Preservation Bond Program. Located amongst several multi-family developments, this natural oasis provides a tranquil setting for relaxation and passive recreation. Existing on this site is a small Cypress Stand and wetland, as well as several large specimen Live Oak trees. The site plan was designed to preserve and enhance all of the existing natural resources while providing a beautiful, safe and functional passive park for the residents. The park contains a walking/jogging trail with exercise stations, an elaborately themed Splash Pad / "Sprayground", pervious parking area, a nine-hole disc golf course, multiple custom picnic pavilions and a custom restroom facility as well as environmental educational materials. As you enter the park a recycled glass river guides the visitors to the "Sunrise Swamp"- Splash Pad and there amongst the lush native vegetation the alligators are there to spray you with water.

Craven Thompson and Associates was the prime consultant responsible for the park design as well as the survey, preparation of the Open space Park management Plan, the design workshops, conceptual site design, Construction Documents and Construction Management for the City of Sunrise.

#### Client Contact:

Mr. Dave Abderhalden  
Capital Projects Coordinator  
City of Sunrise  
Capital Projects Section  
777 Sawgrass Corporate Parkway  
Sunrise, Florida  
Phone: (954) 572-2264  
Email: [dabderhalden@sunrisefl.gov](mailto:dabderhalden@sunrisefl.gov)

#### Completion Date:

2015

#### Craven Thompson's Fees:

\$358,875.00

#### Construction Cost:

\$4.1 Million

## SECTION 9: STATEMENT OF SKILLS AND EXPERIENCE



## Firefighter Park Davie, Florida



### Description of Work:

Craven Thompson & Associates completed the Westside Town Hall Drainage construction plans within the CRA, west of Davie Road and north of Orange Drive. The site is approximately thirty-four (33.79) acres and is bounded by SW 41<sup>st</sup> Court on the south, SW 67<sup>th</sup> Avenue on the west, SW 39<sup>th</sup> Street on the north, and Davie Road on the east. The Drainage Study incorporated a 5 acres parcel of Town owned land adjacent to the Central Broward Water Control District Canal, west of Town Hall as a passive park/retention area. This park is a small memorial firefighter park / playground. It is a passive park associated with the drainage that includes a small playground with rubber surfacing, a firefighters' cross paver medallion, and a memorial tree for a previous fire chief of the Town. There is also a pedestrian path that runs the length of the park with a future connection to a greenway system in the Town.

Craven Thompson provided landscape services for the Town of Davie CRA that included the implementation of a passive park/ retention area, playground area, parking lot, paved walkways, and landscape areas.

**Client Contact:**  
Ms. Cheryl Ellett  
Town of Davie  
6591 Orange Drive  
Davie, Florida  
Phone: (954) 797-1232  
Email: [cheryl\\_ellett@davie-fl.gov](mailto:cheryl_ellett@davie-fl.gov)

**Completion Date:**  
2019

## Section 10: Resumes of Key Personnel

## SECTION 10: RESUMES OF KEY PERSONNEL



**JOSEPH D. HANDLEY, R.L.A.**  
PROJECT MANAGER

Mr. Handley has been involved in a broad range of landscape architectural, parks, complete streets, and streetscape projects in South Florida for the past thirty-seven years. Joe is widely familiar with client needs and project requirements and processes. He is responsible for overseeing the preparation and processing of plats, site, landscape, hardscape, streetscape and irrigation plans; utilizing his knowledge of local, state and federal regulations involved in land development. He has direct client contact to obtain project input and approvals, responsible for completion of projects on time and within budget.

**Relevant Experience:**

**Coconut Creek Community Center** | Coconut Creek, Florida | Principal Landscape Architect. 8.2-acre community center. Master plan included sports courts, amphitheater, play areas, boardwalks & jogging paths. Site is extensively landscaped with buffer planting & berming on all sides. Design includes 2 interpretive areas with butterfly gardens.

**Waterways Park** | Aventura, Florida | Principal Landscape Architect

The City of Aventura Waterways Park is a 7-acre municipal park located. The park includes a baseball field; a splash pad; multi-purpose field; basketball course; exercise path and par course; picnic pavilion; playground; administration building; guardhouse and parking area. Craven Thompson and Associates was the Prime Consultant for the project and services included surveying, engineering design, architectural design, landscape architecture, electrical engineering, permitting, geotechnical services, environmental services, bidding assistance and construction administration. The project involved the relocation of a major FPL transmission line; high mast sports field lighting and off-site utility construction.

**Golden Isles Tennis Center** | Hallandale Beach, Florida | Principal Landscape Architect - Craven Thompson provided professional Landscape Architectural & Civil Engineering Services for the proposed Golden Isles Tennis Center and Park located south of Egret Drive and SE 14<sup>th</sup> Avenue, and west of Poinsettia Drive and Layne Boulevard. The improvements consist of ten (10) tennis courts, two (2) basketball courts, two (2) bocce ball lanes, a fitness area, a restroom building, a playground, a dog park, a pavilion, a retention area, a material storage area, a monument sign, & parking lot.

**NE 34<sup>th</sup> Court Complete Streets Project** | Oakland Park, Florida | Principal Landscape Architect - The landscape, streetscape and engineering services include full roadway reconstruction design, storm water management ICPR modeling and design, utility coordination and relocation, landscape and streetscape enhancement, and all associated jurisdictional permitting. This project required permit approvals from Broward County Environmental Protection Department (EPD), Broward County Health Department, and the City of Oakland Park Public Works and Engineering and Community Development Departments. This project utilized FDOT LAP funding for construction.



**Firm:**

**Craven Thompson & Associates, Inc.**

3563 NW 53<sup>rd</sup> Street  
Fort Lauderdale, Florida 33309

**Education**

Clemson University, B.S. in  
Ornamental Horticulture  
(1976 - 1980)

University of Georgia /  
Louisiana State University,  
Attended Masters' Program  
in Landscape Architecture  
(1981 - 1984)

**Years of Experience**

Total: 37; With Firm: 32

**Licenses/Certifications**

Florida Registered  
Landscape Architect:  
LA0001368 (1990)



## SECTION 10: RESUMES OF KEY PERSONNEL



### JOSEPH D. HANDLEY, R.L.A. (continued)

#### **NE 38<sup>th</sup> Street Complete Streets Project** | Oakland Park, Florida

Landscape Architectural Project Manager - The consulting services included landscape and streetscape enhancement, a complete storm sewer system, a roundabout to replace an existing traffic signal, traffic calming devices, utility coordination and relocation, and full roadway reconstruction. The main project objective was to discourage truck traffic and redirect cut-through traffic from NE 38<sup>th</sup> Street to alternate routes between Andrews Avenue and NE 11<sup>th</sup> Avenue. This project required permit approvals from Broward County Environmental Protection Department (EPD), and the City of Oakland Park Public Works and Engineering and Community Development Departments. This project utilized FDOT LAP funding for construction.

**Sunrise Bicycle/Pedestrian, Greenways and Trails Master Plan** | Sunrise, Florida Principal Landscape Architect - Craven along with Alta Planning + Design was hired by the City of Sunrise to prepare a Bicycle / Pedestrian Greenways & Trails Master Plan. The Plan defines a system of sidewalks, bike lanes, paths, greenways and trails within the City of Sunrise that provides integrated and continuous corridors for non-motorized transportation and recreation throughout the city in a manner that is sensitive to the needs of various user groups, the natural and built environment, the management and maintenance, and potential funding capabilities of local government.

**Citywide Median Landscape Beautification Conceptual Design** | Lauderdale, Florida | Principal Landscape Architect - The goal of the project was to obtain a consistent enhancement theme reflecting the design aesthetic of the City of Lauderdale. This included conceptual design only. The project limits include the medians located within the City right-of-way for the street sections listed below:

- NW 44th Street from University to Inverrary Boulevard west
- NW 19th Street and intersection with NW 55th Avenue
- NW 55th Avenue from NW 15th Street to NW 16th Court
- NW 16th Street from NW 55th Avenue to NW 54th Terrace
- NW 12th Street from NW 42nd Way to SR7/441
- NW 16th Street from NW 46th Terrace to NW 38th Avenue
- NW 26th Street from NW 41st Avenue to SR7/441
- NW 38th Avenue from NW 19th Street to NW 18 Court
- NW 38th Avenue from NW 38th Way to NW 5th Court
- NW 36th Avenue from W Broward Boulevard to NW 1st Court
- NW 33rd Avenue from W Broward Boulevard to NW 4th Street

#### **Indian Creek Drive Greenway Project** | Miami Beach, Florida | Principal Landscape Architect

The primary goal of the Indian Creek Drive Greenway Project was to design a greenway master plan concept that improves the landscape aesthetics and pedestrian experience along the Indian Creek Waterway. The project includes the restoration and enhancement of the landscape buffer with the introduction of a diverse, low-maintenance, tropical, Florida Friendly, naturalized, and native plant pallet that encourages the return of the area's natural fauna, and promotes the ecology of the waterway for the benefit of the general public. We included a continuous pedestrian connection from the 41<sup>st</sup> Street bridge southward to the 29<sup>th</sup> Street pedestrian bridge and onward to form a connection at 25<sup>th</sup> Street and Collins Avenue. The plan restores vegetation to buffer noise and light pollution and to increase privacy for the residents of the Flamingo Drive Neighborhood. The landscape design also maximized the views to the creek along its entire length while considering CPTED principles for pedestrian safety.

## SECTION 10: RESUMES OF KEY PERSONNEL



### JOSEPH D. HANDLEY, R.L.A. (continued)

#### **Bluesten Park** | Hallandale Beach, Florida | Principal Landscape Architect.

Landscape Architectural sub-consultant for the landscape architectural design. The Park includes a 42,000 sf Recreation Center with / Pool and Splash Play Area, Soccer/Multi-Use Field, three (3) Baseball Fields, three (3) Basketball Courts, two (2) Tennis Courts, two (2) Racquetball Courts, boundless ADA inclusive playground, walking trails and pavilions; and full promenade streetscape design.

#### **Sunrise Athletic Complex** | Sunrise, Florida | Principal Landscape Architect

The project included: four (4) baseball / softball fields, two (2) soccer fields or one (1) full-size multi-use soccer / football field, hard covered dugouts, bleachers with cantilevered shade canopies, centralized two-story concession, restroom, meeting space and scorer's building, one (1) restroom / maintenance building for the soccer fields, two (2) playgrounds with shade structures, sports lighting for all fields, batting cages, two (2) parking lots with entry signage, southbound right turn lane on Pine Island Road, and pedestrian connections to Westpine Middle School for shared use facilities agreement.

**Oak Hammock Park** | Sunrise, Florida | Principal Landscape Architect - The park contains a walking/jogging trail utilizing pervious materials, multiple custom designed picnic pavilions, pervious parking, expansive open play areas, a large playground which includes rock climbing, and two custom designed restroom facilities as well as environmental educational materials along the boardwalk and at the entrance. The park is also 75% planted utilizing native species and utilize recycled materials in all site furnishings. Craven Thompson was the prime consultant responsible for the park design as well as the survey, preparation of the open-space park management plan, the design workshops, conceptual site design, Construction Documents and Construction Management for the City of Sunrise.

**Floranada Road Traffic Calming Improvements** | Oakland Park, Florida | Landscape Architectural Project Manager - This project involved landscape architecture, professional engineering services for the design and permitting of traffic calming and other roadway improvements. The City of Oakland Park was seeking to implement traffic calming measures to enhance the safety of pedestrians and automobiles on Floranada Road between Dixie Highway and Federal Highway. Improvements surveyed, designed and permitted by Craven Thompson included traffic roundabouts at the roadway intersections with NE 13<sup>th</sup> Avenue and NE 16<sup>th</sup> Avenue. Two traffic chokers were installed at NE 15<sup>th</sup> Ave. and at NE 15<sup>th</sup> Terrace.

#### **NW 21<sup>st</sup> Avenue, Broward County Right of Way** | Broward County, Florida | Lead Landscape Architect

This 1.2-mile roadway project consisted of widening the existing three (3) lane roadway (north-south and bi-directional turn lane) to a five (5) lane roadway (2 north-south travel lanes and a bi-directional turn lane). The project included a 72" Diameter regional storm drain system that will provide flood protection to approximately 500 acres of existing developments. The 72" storm drain was jacked under the CSX Railroad Tracks and a new outfall was constructed in the C-13 Canal. The work included approximately 5,000 linear feet of water main and force main installation, curb and gutter, landscaping and irrigation, lighting and signalization.

#### **NE 5<sup>th</sup> Avenue Roadway & Streetscape Improvements** | Oakland Park, Florida | Project Manager

This 0.6-mile roadway project consisted of reconstruction of a two (2) lane roadway, paver intersection and crosswalks, addition of parallel parking stalls, 3,000 linear feet of water main replacement, 2,500 linear feet of storm drain installation, sidewalks, landscaping and irrigation, lighting and franchise utility service placement underground.

**Broward County Greenways** | Broward County, Florida | Landscape Architect. Landscape Architectural sub-consultant for the landscape architectural design of five important greenways and/or trails in Broward County. These were the C-14 Canal/Cypress Creek Greenway, New River/SR 84 Greenway, Flamingo Road Trail, Dixie Highway/FEC Trail and the Griffin/Orange Drive Greenway.

## SECTION 10: RESUMES OF KEY PERSONNEL



JOSEPH D. HANDLEY, R.L.A. (continued)

### **Miramar Parkway & Miramar Boulevard Median Enhancements** | Miramar, Florida

Principal Landscape Architect - The project is along Miramar Parkway from the Florida Turnpike to Palm Avenue and along Miramar Boulevard from University Drive to Palm Avenue. The project includes landscaping and hardscape for two main thoroughfares through the City of Miramar. The medians lack aesthetic appeal and require various beautification enhancements. This is Phase I of a multi-phased project. The project requires permitting through the City and Broward County Construction and Highway Engineering Department. Craven Thompson is providing surveying and landscape architecture.

### **Strada** | Coconut Creek, Florida | Principal Landscape Architect

This project is an 8.3-acre commercial development in Coconut Creek, located on the corner of Coconut Creek Parkway and Lyons Road. Strada was planned, and is being developed, as a commercial village with retailers, professional and medical offices, two financial institutions and a hotel. A Site Plan was developed that integrates the needs of the community, the City requirements and the Developer's vision. A unique feature of the plan is the "pedestrian spine" that connects the various uses together and culminates in plazas on both Coconut Creek Parkway and Lyons Road. Craven Thompson was also responsible for the Hardscape as well as the Landscape design.

### **Lauderdale-by-the-Sea Municipal Park** | Lauderdale-by-the-Sea, Florida | Principal Landscape Architect -

Construction Cost: \$1 Million. Craven Thompson was the prime consultant responsible for the redesign of this 2-acre prominent park opposite Town Hall. Site planning, civil engineering and landscape architecture were all performed by Craven Thompson. A roadway was vacated and this presented the opportunity for additional open space area to be established and the park facility to be expanded. Many of the established trees were retained with an enhanced understory plantings that provided seasonal interest. Amenities such as bocce ball, horseshoes and basketball were added to the existing facility, as well as a playground overhaul, to provide a wide variety of athletic activities to the facility. Extensive native landscaping, including a butterfly garden, was installed.

### **Sawgrass Sanctuary Park** | Sunrise, Florida | Project Manager and Principal Landscape Architect

Construction Cost: \$2 Million. Craven Thompson was the prime consultant for the design and construction of this 21-acre, award-winning, environmental interpretive passive park located at the southwest corner of Interstate 75 and State Road 84 within the City of Sunrise. This exciting park includes a number of innovative and educational experiences designed towards the adjacent elementary school students as well as the creation of an enormous wetland, picnic pavilions, interpretive stations, animal footprint teaching pads, boardwalk with porthole viewing terminals, observation platform, fishing pier, canoe trails and even a concert platform. Craven Thompson and its team were responsible for the survey, design and permitting of all aspects of construction of this unique park for the City of Sunrise.

## SECTION 10: RESUMES OF KEY PERSONNEL



SCOTT W. PEAVLER, R.L.A.  
LANDSCAPE ARCHITECT

Mr. Peavler's responsibilities include site planning, landscape and hardscape design, tree removal and relocation plans in AutoCAD and presentation graphics, utilizing knowledge of local and state regulations involved in land development on a range of projects. Coordinating with Clients, City officials, and other consultants to obtain project input and approvals. Has direct client contact. Preparation of color renderings of landscape plans for presentation.

#### Relevant Experience:

##### NE 38<sup>th</sup> Street Complete Streets Project | Oakland Park, Florida

Landscape Architect - The consulting services included landscape and streetscape enhancement, a complete storm sewer system, a roundabout to replace an existing traffic signal, traffic calming devices, utility coordination and relocation, and full roadway reconstruction. The main project objective was to discourage truck traffic and redirect cut-through traffic from NE 38<sup>th</sup> Street to alternate routes between Andrews Avenue and NE 11<sup>th</sup> Avenue. This project required permit approvals from Broward County Environmental Protection Department (EPD), and the City of Oakland Park Public Works and Engineering and Community Development Departments. This project utilizes FDOT LAP funding for construction.

##### Miramar Historical Area Complete Streets Project – Phase I | Miramar, Florida

Lead Landscape Architect - Craven Thompson & Associates was selected by the City of Miramar to survey, design, permit, and provide construction services for Phase II of their Historical Area Complete Streets Project. The project includes surveying, landscape and engineering design, permitting and construction services for complete streets bounded by Pembroke Road to the north, County Line Road to the south, SW 62<sup>nd</sup> Avenue to the west, and State Road 7 to the east. The project includes six (6) streets in the Historical Area. The improvements include: sidewalks, ADA ramps, crosswalks, pedestrian level lighting, landscaping and hardscape. The City received a grant through the Broward Redevelopment Program for the improvements.

##### NE 5<sup>th</sup> Avenue Roadway & Streetscape Improvements | Oakland Park, Florida

Landscape Architect - This 0.6-mile roadway project consisted of reconstruction of a two (2) lane roadway, paver intersection and crosswalks, addition of parallel parking stalls, 3,000 linear feet of water main replacement, 2,500 linear feet of storm drain installation, sidewalks, landscaping and irrigation, lighting and franchise utility service placement underground.

##### Landscape Peer Plan Review | Coconut Creek, Florida

Review Landscape Architect - Mr. Peavler serves as reviewer of all DRC submittals on behalf of the City which include landscape and hardscape elements.



CRAVEN THOMPSON & ASSOCIATES INC.

#### Firm:

**Craven Thompson &  
Associates, Inc.**

3563 NW 53<sup>rd</sup> Street  
Fort Lauderdale, Florida 33309

#### Education

Kansas State University,  
Bachelors of Landscape  
Architecture (2005)

#### Years of Experience

Total: 15; With Firm: 11

#### Licenses/Certifications

Florida Registered  
Landscape Architect:  
LA6666976 (2008)

## SECTION 10: RESUMES OF KEY PERSONNEL



### SCOTT W. PEAVLER, R.L.A. (continued)

**Township Buffer** | Coconut Creek, Florida | Project Manager - The Township Buffer Restoration project is a 5-year Multi-Phase project to reestablish and improve the Township buffers along the main arterial roadways in the City, as well as the major internal neighborhood roads within the Township. Along with the prepared construction documents, the design project included a comprehensive set of guidelines to provide direction for the buffer restoration, which was developed through coordination with City Staff and the Township.

**Vista View Pak Splashpad** | Broward County, Florida | Landscape Architect  
Craven Thompson & Associates provided professional consulting landscape architectural services for the design of a splash pad at Vista View Park. Craven Thompson was a sub-consultant to Thompson & Associates under a contract with Broward County Parks and Recreation.

**Jaco Pastorius Park Expansion, Gateway & Fountain** | Oakland Park, Florida | Landscape Architect  
This project involved the expansion of the park to include a green parking field and infrastructure upgrades for a community garden and City festivals. The expansion included the implementation of a grass parking lot that will be used for overflow parking during the City's annual festivals that are held at Jaco Pastorius Park. Parking, fencing, sidewalk connections, and park signage were provided for the community garden / farming facilities located at the park.

**Davie CRA SW 41<sup>st</sup> Place Parking Lot Improvements** | Davie, Florida  
Landscape Architect - Provided landscape services which included landscape design, and preparation of construction documents for the CRA Parking Lot located behind the businesses on Davie Road, including landscaping, irrigation, and pervious pavement improvements.

**Stunson Nature Trail** | Oakland Park, Florida | Landscape Architect - The City recently converted an underutilized piece of land used primarily for the storage of stormwater runoff into a park demonstrating the region's various ecological zones. Serving as a site to continue holding stormwater but now connects of a string of County and City parks further providing open space and natural habitat. Project contributions included site design, compiling the native plant list, landscape design, and interpretive signage.

**12<sup>th</sup> Street Park** | Sunrise, Florida | Landscape Architect  
In order to improve the usefulness, and aesthetics of the park, Craven Thompson designed a walking path, benches, receptacles, picnic tables, lighting, landscaping, and signage. The park design received the APWA Project of the Year Award – Beautification in 2017.

**NE 14<sup>th</sup> Avenue Streetscape Improvements** | Hallandale Beach, Florida | Landscape Architect  
Mr. Peavler assisted in the Landscape/streetscape design for the NE 14<sup>th</sup> Avenue Streetscape Improvements. The project corridor is approximately 3,400 linear feet. The project includes: Mill and overlay entire roadway (including pavement markings); on east side of NE 14<sup>th</sup> Avenue, mill and overlay off-street parking (including pavement markings) and provide new Type 'D' curbed landscape bulb-outs to delineate parallel parking and include canopy trees, shrubs, groundcover and spray and drip irrigation; bike lanes on both sides of roadway; curbing or other treatments at existing driveway entrances; canopy trees with ground cover intermingled and drip irrigation on the west side of NE 14<sup>th</sup> Avenue; landscape screening adjacent to two (2) stormwater pump stations.

**69<sup>th</sup> Street Greenway Design Guidelines** | Coconut Creek, Florida | Landscape Architect  
Mr. Peavler worked with the City to develop and prepare an illustrative Design Guidelines package complete with conceptual plans and typical sections to give future developers an understanding of the design intent for the 69<sup>th</sup> Street Greenway. The Design Guidelines package included landscape guidelines, plans, typical sections, plant palettes, typical lighting elements, and site amenities per the City of Coconut Creek standards.

## SECTION 10: RESUMES OF KEY PERSONNEL



### SCOTT W. PEAVLER, R.L.A. (continued)

**Sunrise Bicycle/Pedestrian, Greenways and Trails Master Plan** | Sunrise, Florida | Landscape Planner  
Craven Thompson along with Alta Planning + Design was hired by the City of Sunrise to prepare a Bicycle / Pedestrian Greenways & Trails Master Plan. The Plan defines a system of sidewalks, bike lanes, paths, greenways and trails within the City of Sunrise that provides integrated and continuous corridors for non-motorized transportation and recreation throughout the city in a manner that is sensitive to the needs of various user groups, the natural and built environment, the management and maintenance, and potential funding capabilities.

**Hallandale Beach City-Wide Master Plan - Landscape Architecture** | Hallandale Beach, Florida | Landscape Architect/Project Manager - The City of Hallandale Beach hired Craven Thompson to produce a citywide master plan that functions as a comprehensive document that assessed various infrastructure improvements, both underground and surface, and utilizes the outcome as a basis for preparing construction documents and acquiring funding. This includes City-Wide Master Planning for the 2,800 acres including sidewalk, landscaping, hardscape, median enhancement, complete streets, bike lanes, local roads, sidewalk, and lighting. Craven Thompson provided recommendations for future streetscape corridors, bike lane and greenway planning, and schematic landscape for the City. A full storm water master drainage plan was performed by CTA in conjunction with this project. Craven Thompson developed a Capital Improvement Plan and schedule.

**Cypress Park** | Sunrise, Florida | Landscape Architect - Construction Cost: \$3.5 Million. The site plan was designed to preserve and enhance all of the existing natural resources while providing a beautiful, safe and functional passive park for the residents. The park contains a walking/jogging trail with exercise stations, an elaborately themed Splash Pad / "Sprayground", pervious parking area, a nine-hole disc golf course, multiple custom picnic pavilions and a custom restroom facility as well as environmental educational materials. As you enter the park a recycled glass river guides the visitors to the "Sunrise Swamp"- Splash Pad and there amongst the lush native vegetation the alligators are there to spray you with water. Craven Thompson was the prime consultant responsible for the park design as well as the survey, preparation of the open-space park management plan, the design workshops, conceptual site design, construction documents and construction management.

**Powerline Road Median Improvements** | Oakland Park, Florida | Landscape Architect  
This project included tree relocation, new landscaping & irrigation while coordinating between the City and the Florida Department of Transportation (FDOT). Craven Thompson assisted the City with submitting for and obtaining the Florida Highway Beautification Council Grant which funded \$100,000 of the construction costs.

**Bluesten Park** | Hallandale Beach, Florida | Landscape Architect  
Design and construction of a 42,000 sf recreation center with pool and splash play area, soccer/multi-use field, three (3) baseball fields, three (3) basketball courts, two (2) tennis courts, two (2) racquetball courts, boundless ADA inclusive playground, walking trails and pavilions; and full promenade streetscape design for surrounding streets for pedestrian friendly corridors and parallel parking.

**Davie Westend Firefighters Park** | Davie, Florida | Landscape Architect  
The park is a memorial firefighter park / playground. It is a passive park associated with the drainage that includes a small playground with rubber surfacing, a fire fighters cross paver medallion, and a memorial tree for a previous fire chief of the Town. There is also a pedestrian path that runs the length of the park with a future connection to a greenway system in the Town. Craven Thompson provided landscape services for the Town of Davie CRA that included the implementation of a passive park / retention area, playground area, parking lot, paved walkways, and landscape areas.

## SECTION 10: RESUMES OF KEY PERSONNEL



JUSTIN RIETEMA, R.L.A.  
LANDSCAPE ARCHITECT

With over 14 years of experience working in various industries ranging from high-end design, Justin's broad experience involves the holistic design and master planning of resorts and residential communities that includes the site master planning of homes, buildings, roadways and golf courses; to the technical design and construction of pools, water features, pedestrian and vehicular routes, as well as other amenities. Justin has experience with master planning and project management both locally and internationally and has had critical involvement in the planning and design of internationally recognized award-winning projects.

#### Relevant Experience:

##### **Sunrise Athletic Complex** | Sunrise, Florida | Landscape Architect

In general, the project includes: four (4) baseball / softball fields, two (2) soccer fields or one (1) full size multi-use soccer / football field, hard covered dugouts, bleachers with cantilevered shade canopies, centralized two-story concession, restroom, meeting space and scorer's building, one (1) restroom / maintenance building for the soccer fields, two (2) playgrounds with shade structures, sports lighting for all fields, batting cages, two (2) parking lots with entry signage, southbound right turn lane on Pine Island Road, Pedestrian connections to Westpine Middle School for shared use facilities agreement..

**Citywide Median Landscape Beautification Conceptual Design** | Lauderhill, Florida | Landscape Architect - Project limits include the medians located within the City right-of-way for these street sections: NW 44th Street from University to Inverrary Boulevard west, NW 19th Street & intersection with NW 55th Avenue, NW 55th Avenue from NW 15th Street to NW 16th Court, NW 16th Street from NW 55th Avenue to NW 54th Terrace, NW 12th Street from NW 42nd Way to SR7/441, NW 16th Street from NW 46th Terrace to NW 38th Avenue, NW 26th Street from NW 41st Avenue to SR7/441, NW 38th Avenue from NW 19th Street to NW 18 Court, NW 38th Avenue from NW 38th Way to NW 5th Court, NW 36th Avenue from W Broward Boulevard to NW 1st Court, NW 33rd Avenue from W. Broward Boulevard to NW 4th Street.

##### **River Oaks Park Preserve** | Fort Lauderdale Florida | Landscape Architect

The project consists of final design and construction of a stormwater retention pond, wetland areas, tree islands, native plantings and associated drainage features such as grass berms, culverts and discharge control structures. The project also includes passive recreational park amenities such as an elevated boardwalk, elevated gazebo with educational historical references for the CSX bridge and River Oaks Preserve.

**Six Senses Resort, Turks & Caicos** - Served as the project manager of this high-end eco-friendly resort and residential project that spans over 200 acres and 1 mile of coast line. The project is situated within a national park with 45 luxurious residential lots and 80 resort villas that are planned around a 20-acre natural lagoon feature.



CRAVEN THOMPSON & ASSOCIATES INC.

#### Firm:

**Craven Thompson & Associates, Inc.**

3563 NW 53<sup>rd</sup> Street  
Fort Lauderdale, Florida 33309

#### Education

Iowa State University,  
Bachelors of Landscape  
Architecture (2006)

#### Years of Experience

Total: 14; With Firm: 2

#### Licenses/Certifications

Florida Registered  
Landscape Architect:  
LA6667055 (2009)

## SECTION 10: RESUMES OF KEY PERSONNEL



### JUSTIN RIETEMA, R.L.A. (continued)

**Breathless All-inclusive Resort, Riviera Maya, Mexico** - Served as the Project Manager / Landscape Architect responsible for design and coordination of AM Resorts flagship 526 room young adult resort. Prepared conceptual plans through construction documents and coordinated with outside disciplines and sub-consultants. Key elements included over 4000 square meters of pools, over-water spa cabanas, pedestrian paths, vehicular circulation and plazas, and other site amenities.

**Dreams Las Mareas Hotel, Guanacaste, Costa Rica** - Served as the Project Manager / Landscape Architect responsible for design and coordination of AM Resorts first 447 room All-inclusive Costa Rica hotel. Located on an expansive palm-studded beach and surrounded by lush green mountains & jungles on Playa El Jobo in the Guanacaste region of Costa Rica, guests of all ages enjoy an action-packed vacation featuring watersports, land activities, and swimming pools while sunbathing or laying under a thatched palapa. The team prepared conceptual plans through construction documents and coordinated with outside disciplines and sub-consultants. Key elements included over 4000 square meters of pools, swim-out pools, pedestrian paths, vehicular circulation and plazas, and other site amenities.

**Hyatt Andaz Hotel, Riviera Maya, Mexico** - Served as the Project Manager / Landscape Architect responsible for design and coordination of Hyatt's second ever Andaz resort. The site 11 hectares in size and will feature 213 alluring guestrooms with amazing views of the adjacent cenotes, 18-hole Greg Norman golf course, and the Caribbean ocean. The team prepared conceptual plans through construction documents and coordinated with outside disciplines and sub-consultants who were responsible for siting the hotel buildings and guest suites. Key elements of the design included pools, site furnishings, cart paths, pedestrian paths, vehicular circulation and plazas, and other site amenities.

**Bowery Bayside, Tampa Bay, Florida** - Served as the Design Manager for this luxury apartment complex situated along the bay. The site amenities include two resort style pools, outdoor kitchen and living areas, dog parks, fire pit areas, pedestrian trails and boardwalks, and kayak launching zones

**Miami World Center, Miami, Florida** - Served as the Design Manager for this urban mixed-use project that is positioned to reimagine downtown Miami. The major design elements included the outdoor pedestrian spaces and shopping malls, event zones, planting and interactive water feature designs.

**Griffin Park, Lake Mary, Florida** - Assisting in the design of the public use spaces, this planned residential community consisted of single-family homes that are all connected by a series of parks and green spaces. Designing the arrival signage, fencing details, and park zones were all part of the responsibilities of this project.

**Wynn Hotel and Resort Casino, Las Vegas, Nevada** - Served as the Director of Architecture and Design for the future 20-acre Crystal Lagoon that is planned for the extension of the Wynn Hotel and Casino. The lagoon will be the showcase centerpiece amenity of the existing hotel as well as additional hotels with over 2000 keys, a convention center, and other future development. Key elements include a large island that will host a restaurant and nightly firework shows, sand beaches, boardwalks, boat access, and other amenities.

**Park Place, Metro Development Group, Tampa, Florida** - Served as the Director of Architecture and Design for what is planned to be the first Crystal Lagoon in the United States that is designed to incorporate many new key features never seen before in a Crystal Lagoon. Key elements include a waterslide, wet deck seating areas, floating inflatable play structures, interactive play fountains, as well as swim up seating areas. The Metro development team has planned this community of approximately 1,000 single family homes to all have access to this 8-acre Crystal Lagoon.



## SECTION 10: RESUMES OF KEY PERSONNEL



NICOLE PASTRE, R.L.A.  
LANDSCAPE ARCHITECT

Ms. Pastre's responsibilities include site planning, landscape and hardscape design, tree removal and relocation plans in AutoCAD and presentation graphics, utilizing knowledge of local and state regulations involved in land development on a range of projects. Coordinating with Clients, City officials, and other consultants to obtain project input and approvals. Has direct client contact. Preparation of color renderings of landscape plans for presentations.

#### Relevant Experience:



#### Firm:

**Craven Thompson &  
Associates, Inc.**

3563 NW 53<sup>rd</sup> Street  
Fort Lauderdale, Florida 33309

#### Education

University of California, Davis,  
Bachelors of Landscape  
Architecture (2005)

#### Years of Experience

Total: 11; With Firm: 1

#### Licenses/Certifications

Florida Registered  
Landscape Architect:  
LA6667055 (2009)

#### **Monarch Lakes Park** | Miramar, Florida | Project Landscape Architect

Project consists of a custom splash pad design, picnic shelter addition and parking lot expansion for an existing park for the City of Miramar. Landscape architectural services include site planning, hardscape and splash pad design, landscape design and code compliance.

#### **Mara Berman Giuliani Park** | Hollywood, Florida | Landscape Architect

Redesign and update of a popular community park and playground in the City of Hollywood to incorporate amenities such as a new, accessible playground, a walking/jogging trail, a splash pad, a new picnic shelter and potential off-leash dog park.

#### **Kingfisher Reserve Single Family Homes** | Cooper City, Florida | Landscape Architect

Provided landscape architectural services for a proposed 18-acre single-family home development in Cooper City, including common space landscape design, interior streetscape design, site planning and permitting. Project is still under review with the City, and includes the relocation of 14 trees, including a large, specimen Oak tree. Assisted with plan processing through the City for site plan approval.

#### **Stunson Nature Trail Viewing Platform** | Oakland Park, Florida | Landscape Architect

Developed construction documents for the installation of a wooden viewing platform and boardwalk within the Stunson Nature Trail park. Project included landscape design, hardscape design and details for the platform and boardwalk system.

#### **Brightstar Credit Union** | Lauderhill, Florida | Landscape Architect

Provided conceptual site and landscape design as well as construction and permitting documents for a proposed bank in Lauderhill. Project entails developing an existing parking lot into an outparcel for use as a financial institution, including site planning, hardscape design, landscape design and permitting through the City of Lauderhill. Assisted in plan processing for City Approval.

#### **Crescent Creek Homeowner's Association - Landscape Buffer Improvements** | Coconut Creek, Florida | Landscape Architect

Project consists of improving the streetscape and landscape buffer along the front of an existing single-family development by implementing additional trees, palms, accent plantings and shrub beds along the street for beautification and code compliance.

## SECTION 10: RESUMES OF KEY PERSONNEL



**NICOLE PASTRE, R.L.A. (continued)**

**Sawgrass Village I Homeowner's Association - Tree Replacement** | Coconut Creek, Florida | Landscape Architect - Existing street trees had outgrown their space in this housing community. Project consists of replacing the overgrown and sometimes hazardous trees with more appropriate species, including the development of an overall master street tree plan for future replacements.

**Chelsea Parc Apartments** | Davie, Florida | Landscape Architect

Provided landscape architectural services for a large-scale proposed multi-family apartment complex in the Town of Davie. Project includes site design, hardscape, landscape design & permitting through the Town.

**City of Pompano Beach Streetscape Improvements** | Pompano Beach, Florida | Landscape Architect

Project entailed beautification, increasing walkability and safety along two busy streets in Pompano Beach, N.E. 33<sup>rd</sup> Street and East McNab Road. Provided tree protection and disposition plans, landscape design and irrigation design, including permitting through the City. Worked closely with the City Project Manager and the City Urban Forester to develop project design intent and obtain site plan approval.

**JM Lexus Sales Center – Standby Generator Addition** | Margate, Florida | Project Landscape Architect

Developed landscape plans for the screening of proposed generator equipment at the JM Lexus Sales Center. Project included landscape design and permitting assistance through the City of Margate.

**Florida's Turnpike – Glades to Atlantic Widening** | Palm Beach County, FL | Landscape Architect

Provided landscape architectural services for the widening of a 6-mile portion of Florida's Turnpike. Services included analysis and development of a Tree Removal Plan, Landscape Opportunities Plan and Construction Documents.

**Sunrise City Center** | Sunrise, Florida | Landscape Architect

Provided site design services for the new Sunrise City Hall complex, including hardscape, landscape and irrigation design. Project included a new plaza space, public art, parking garage and amphitheater design. Prepared conceptual design renderings and construction documents and assisted with permitting through the City of Sunrise and Broward County. Worked in conjunction with the City Project Manager and the Architect, including plan processing and meeting with the City Urban Forester.

**Gulfstream Village** | Hallandale Beach, Florida | Landscape Architect

Project included the redevelopment of the restaurant and retail portion of Gulfstream Village, including conversion of streets into curb-less, pedestrian friendly thoroughfares, passive plaza spaces with integrated art and other activities, outdoor restaurant and bar space, fountains and family-friendly play areas. Services included hardscape, landscape and irrigation design, including the preparation of conceptual renderings and construction documents. Assisted with permitting through the City of Hallandale Beach and Broward County, as well as plan processing.

**Gables Station** | Coral Gables, Florida | Landscape Architect

Large scale, multi-use commercial and residential project in Coral Gables. Services included site and common area design, multi-use trail and greenway planning (the City of Miami Underline project, in conjunction with the City's Master Plan and the Friends of the Underline), development of full landscape plans for ground level and amenity levels, irrigation plans, tree relocation plans and extensive permitting through the City of Coral Gables, Miami-Dade County Department of Transportation and FDOT. Helped oversee the plan submittal and processing for site plan approval through building permit, through the various agencies/municipalities mentioned as well as stakeholder groups. Project is currently under construction and seeking LEED Gold certification.

## SECTION 10: RESUMES OF KEY PERSONNEL



**BRETT WALDMAN**  
LANDSCAPE DESIGNER

Having worked extensively in both Miami-Dade and Broward Counties, Mr. Waldman has been involved in a wide range of landscape architecture projects. From urban streetscapes in South Beach to passive community parks in Plantation, Brett has contributed from conceptual site planning through to the construction detailing process. Over the last ten years, having worked in both the public and private sectors, it has provided the insight that process and strong communication is an integral part of the final product of every project. He is responsible for the preparation of site plans, construction details hardscape design, and landscaping. He has direct client contact to obtain project input and approvals, contributing towards overall production of project documents and submittals.

**Relevant Experience:**

**Stunson Nature Park** | Oakland Park, Florida | Landscape Designer

The City recently converted an underutilized piece of land used primarily for the storage of stormwater runoff into a park demonstrating the region's various ecological zones. Serving as a site to continue holding stormwater but now connects of a string of County and City parks further providing open space and natural habitat. Project contributions included site design, compiling the native plant list, landscape design, and interpretive signage.

**Plantation Midtown – Mixed Use Townhouse & Apartment Community** | Plantation, Florida | Landscape Designer – Craven Thompson is currently involved in the design of a 28-acre site set to redevelop a commercial office complex to a residential and retail development. Utilizing an existing parking garage two new multi-family buildings will adorn themselves to the east and west wings of the parking structure. Townhomes with community pools and outdoor amenities will diversify the residential component of the project. Commercial space including two restaurants will also be located onsite facing the two arterial roads adjacent to the property. Craven Thompson has been overseeing the tree inventory, site planning, hardscape, landscape, and coordinating the irrigation design.

**Sunset Strip Passive Park** | Sunrise | Landscape Designer – Just under 2 acres, this passive park is located along an idle section of roadway within a single-family neighborhood. The program elements at the park include playground, open play fields, walking path, picnic areas, and restrooms. The landscape concept intends on relocating a series of large royal palms to create a sweeping alley of tall palms reinforcing the shape of the open space design. With a mostly native plant palette the park will provide passive recreational facilities with an ecological component. Responsible for the site plan, basic architectural feature, and landscaping.

**Mailman Segal Center Playground, Nova Southeastern** | Davie, Florida | Landscape Designer – Craven Thompson prepared a concept for the Mailman Segal Center which is a preschool and early development center. The playground design is based on an open play theme with a focus on nature and organic materials. Without prescribed play/climbing equipment the series of activities revolve around a weaving path, interactive stream bed, and artistic natural play. The site design combines existing and proposed plants with an open concept that allows for the movement and change of activities to meet the needs of the School. Gardening, nature, and imaginative activity was the primary theme of this playground design.



CRINEN THOMPSON & ASSOCIATES INC.

**Firm:**

**Craven Thompson & Associates, Inc.**

3563 NW 53<sup>rd</sup> Street  
Fort Lauderdale, Florida 33309

**education**

University of Florida,  
B.S. in Landscape  
Architecture  
(2001 - 2005)

Florida Atlantic  
University  
Masters in Urban &  
Regional Planning  
(2011 - 2013)

**years of experience**

Total: 11; With Firm: 3

# **Jeremy T. Chancey**

Curriculum Vitae

(954) 612-2500

## **Arboricultural and Landscape Consultant**

Registered consulting arborist, tree expert, landscape consultant providing services for architects, landscape architects, landscape contractors, developers, builders, municipalities, golf course managers, homeowners, insurance companies, commercial property owners and managers in the United States, Caribbean and Brazil for over 28 years.

### **Work Experience**

- Current: Self Employed
- 2017 – 2018: Local Manager - Bartlett Tree Experts, Oakland Park
- 2004 – 2017: President - JTC Management Group, Inc. - Landscape & Arboricultural Consulting Services for U.S., Caribbean and Latin America
- 2003 - 2008: Partner - Brasil Fancy - Ornamental Plant Nursery
- 1993 - 2010: President - JTC Brasil Landscape Consulting, Design & Construction Firm
- 1991 - 1993: Vice-President - Softscapes - Landscapes for Living, Inc. - Landscape Operations
- 1988 - 1993: General Manager - L. Thomas Chancey & Associates, Inc. - Landscape Architecture, Consulting, Construction and Tree Care Company

### **Areas of Expertise**

- Tree Management Plan Development
- Specimen Tree Preservation and Relocation
- Landscape and Tree Appraisals
- Upland Tree Permitting, Mitigation, Monitoring and Compliance
- Tree Risk Assessment
- Landscape Specification, Construction and Inspection
- Landscape Management Plan Development and Training
- Landscape Architectural Team Coordination and Planning
- Landscape Plan Review
- Specimen Plant Procurement

## **Education**

- Over 500 hours of Continuing Education since 2001 including:
  - ISA Tree Risk Assessment Qualification
  - Advanced Arboriculture
  - Urban Forest Management
  - ISA and Worldwide Urban Forestry
  - Structural Tree Pruning
  - i-Tree: New Technologies to Assess the Urban Forest
  - Tree Preservation on Construction Sites
  - Health Care for Senior Trees
  - Tree Risk Assessment & Demonstrations of Decay
  - Florida Department of Environmental Protection Uniform Mitigation Assessment Method (UMAM)
  - Sustainable Landscapes Design to Inspection
  - Trees and Lightning
  - Designing Spaces for Trees
  - Tree Selection - Right Tree, Right Place
  - Green Infrastructure
  - Urban Planning and Urban Soils
  - Aspects of Urban Forestry and Vegetation Management
  - Tree Inventories
  - The Value of Trees in Landscape Projects
  
- Graduated with honors from University School, Nova University, Davie, Florida

## **Licenses and Certifications**

- American Society of Consulting Arborists (ASCA) Registered Consulting Arborist #646
- International Society of Arboriculture (ISA) Certified Arborist FL 0762-A
- International Society of Arboriculture (ISA) Tree Risk Assessment Qualified
- Landscape Inspectors Association of Florida (LIAF) Certified Landscape Inspector
- Florida Department of Transportation Certified Roadside Vegetation Management

## **Elected or Appointed Positions**

- President-Elect, American Society of Consulting Arborists (ASCA)
- Board of Directors, American Society of Consulting Arborists (ASCA)
- Board of Directors, International Society of Arboriculture (ISA) Florida Chapter
- President, Riverland Preservation Society, Fort Lauderdale, Florida
- Board of Directors, International Society of Arboriculture (ISA) Brazil Chapter
- Vice President, Urban Forestry Council of Brazil (SBAU)
- Board of Directors, Landscape Inspectors Association of Florida (LIAF)
- Vice President, Landscape Inspectors Association of Florida (LIAF)
- International Society of Arboriculture (ISA) International Development Committee Member
- International Society of Arboriculture (ISA) Finance Committee Member
- International Society of Arboriculture (ISA) Governance Committee Member

## **Skills/Accomplishments**

- Bilingual, fluent in Portuguese
- Coordinated the effort between International Society of Arboriculture (ISA) and the Urban Forestry Council of Brazil (SBAU) to introduce ISA Certification Programs to Brazil which included:
  - Certified Arborist Exam
  - Educational presentations and training
  - Translation and publication of “The Glossary of Arboriculture Terms” from English to Portuguese
  - Developing Continuing Educational Units for Certified Arborists

## **Professional Affiliations**

- American Society of Consulting Arborists (ASCA)
- International Society of Arboriculture (ISA)
- Florida Chapter, ISA
- Landscape Inspectors Association of Florida (LIAF)
- Florida Urban Forestry Council (FUFC)

## Presentations

- Florida Chapter ISA, Trees Florida 2019, CTLA 10<sup>th</sup> Edition Appraisal
- Florida Chapter ISA, Caring for Mature Trees, lightning protection and cabling
- Landscape Inspectors Association of Florida Seminar, Weston, FL, Root Collar Excavations Utilizing Air Spade Technology.
- Bartlett and Landscape Inspectors Association of Florida workshop Post Hurricane Irma, Strategies for Restoration and Landscape Planning.
- Landscape Inspectors Association of Florida Annual Conference, Sunrise, FL, Instructor, Florida Grades and Standards, Step 7, Grading Trees and Improving the Grade
- Landscape Inspectors Association of Florida Tree Pruning and Roots Seminar, Instructor, Weston, Florida
- City of Sao Paulo Planning Department, Sao Paulo, Brazil
- City of Sao Paulo Parks and Recreation Department, Sao Paulo, Brazil
- Florida Chapter, International Society of Arboriculture, Orlando, Florida
- Golf Course Superintendents Association, Orlando, Florida
- International Landscape Conference, Pistoia, Italy
- Landscape Inspectors Association of Florida Annual Conference , Plantation, Florida
- Urban Forestry Conference, Minas Gerais, Brazil
- Urban Forestry Conference, Manaus, Brazil
- Urban Forestry Conference, Parana, Brazil
- Urban Forestry Conference, Recife, Brazil
- Urban Forestry Conference, Rio Branco, Brazil
- Urban Forestry Conference, Vitoria, Brazil



## **Lillian M. Reyes, P.E.**

### Professional Record

Ms. Reyes is the chief electrical engineer for Electrical Design Associates, Inc. Ms. Reyes is experienced in designing electrical power distribution for municipal systems, water and wastewater treatment facilities, above and below ground distribution systems, lighting systems for parks, roadway, and industrial facilities, security and fire alarm systems for commercial and government buildings, manufacturing facilities, computer rooms, schools, hospitals and residential dwellings. Ms. Reyes project management responsibilities encompass preliminary and final design, cost estimating, and construction/start-up services.

#### **Experience:**

Ms. Reyes is experienced in electrical design for various projects with the private and public sector. Ms. Reyes was the project manager, in responsible charge, for all electrical design concerns for the following projects:

- SW 12<sup>th</sup> Avenue Improvements  
Delray Beach, Florida
- Boynton Beach Blvd Street Lighting  
Palm Beach County, Florida
- Lyons Road Lighting Improvements  
Palm Beach County, Florida
- Gun Club Road Street Lighting  
Greenacres, Florida
- Hypoluxo Road Street Lighting  
Palm Beach County, Florida
- Monceaux Road Improvements  
West Palm Beach, Florida
- Waterfront Commons  
West Palm Beach, Florida
- NE 1<sup>st</sup> Avenue Improvements  
Delray Beach, Florida
- Florida Atlantic Boulevard Expansion  
City of Boca Raton, Florida
- Panther Parkway Improvements  
City of Sunrise, Florida

#### **Academic Credentials:**

Bachelors of Science in Electrical Engineering  
Florida Atlantic University, 1988

Professional Engineer - Florida

#### **Employment Record:**

1998-Present - Electrical Design Associates, Inc.  
Owner/President,  
Chief Electrical Engineer

1996-1999 - Bailey Engineering Consultants, Inc.  
Electrical Engineer

1989-1996 - International Business Machines, Corp.  
Senior Associate Engineer

1988-1989 - Brabham Debay and Associates, Inc.  
Electrical Engineer

#### **Principal Areas of Expertise:**

Electrical Design of Power Distribution, Lighting,  
Security and Fire Alarm Systems for Environmental,  
Municipal and Commercial Projects

Electrical Cost Estimating

#### **Professional Activities:**

Florida Engineering Society (FES)  
Illuminating Engineering Society (IES)  
National Fire Protection Association (NFPA)  
American Society of Agricultural Engineers (ASAE)





## *Electrical Design Associates*

### **Dameion Donaldson, P.E.**

#### Professional Record

Mr. Donaldson is an electrical engineer with 12 years of experience in various projects within the private and public sectors. He is experienced in designing electrical power distribution for municipal systems, water and wastewater treatment facilities, above and below ground distribution systems, lighting systems for roadway and industrial facilities. His electrical designing responsibilities encompass all aspects of drawing production, as well as system design.

#### ***Experience:***

Mr. Donaldson has been involved in the electrical system design on a variety of projects including, but not limited to:

- Rutland Boulevard Improvements  
West Palm Beach, Florida
- Sandalfoot Boulevard Lighting Improvements  
Palm Beach County, Florida
- Haverhill Road Lighting Evaluation  
Greenacres, Florida
- SW 12th Avenue Improvements  
Delray Beach, Florida
- Monceaux Road Improvements  
West Palm Beach, Florida
- Waterfront Commons  
West Palm Beach, Florida
- NE 1st Avenue Improvements  
Delray Beach, Florida
- CROC Parking Lot Expansion  
Palm Beach County, Florida

#### ***Academic Credentials:***

Bachelors of Science in Electrical Engineering  
Florida International University, 2003

Professional Engineer – Florida 70851

#### ***Employment Record:***

2011-Present: Electrical Design Associates, Inc.  
Electrical Engineer

2009-2011: Lea & Elliot, Inc.  
Electrical Project Engineer

2008- 2009: Gers USA Consulting  
Electrical Engineer

2006-2008: Electrical Design Associates, Inc.  
Electrical Engineer

2004-2005: Ivax Research, Inc.  
Electrical Project Engineer

#### ***Principal Areas of Expertise:***

Electrical Design of Power Distribution, Lighting, and Fire Alarm Systems for Environmental, Municipal and Commercial Projects

Electrical Cost Estimating  
Testing and Commissioning

#### ***Professional Activities:***

Florida Engineering Society (FES)  
Institute of Electrical & Electronics Engineers (IEEE)  
IEEE Power and Energy Society



*Resumé of*

**MITCHEL A. WALKER**

YEARS EXPERIENCE: 33+ years

CITY OF RESIDENCE – Newport, WA

EDUCATION:

- A.A. Criminology - Miami Dade Community College 1980
- B.S. Zoology - Humboldt State University 1987
- M.S. Construction Management - Florida International University 2003
- Certified Commercial/Residential/Golf Irrigation Designer (CID) – Irrigation Association
- Certified Landscape Water Auditor (CLIA)– Irrigation Association
- Certified Golf Irrigation Auditor (CGIA)– Irrigation Association
- Certified Irrigation Contractor (CIC) – Irrigation Association
- Florida State Certified Irrigation Contractor

AREAS OF EXPERTISE

- MASTER PLANNING AND SITE WATER MANAGEMENT INFRASTRUTURE
- COMPLEX CONTROL SYSTEMS
- FILTRATION AND WATER QUALITY ISSUES
- IRRIGATION DESIGN
- CONSTRUCTION MANAGEMENT
- ALTERNATIVE WATER SOURCES AND SUPPLY
- RAINWATER, STORM AND CONDENSATE HARVESTING
- AGRICULTURAL IRRIGATION WATER MANAGEMENT AND DESIGN

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**Water Management Professionals    Design • Consult • Manage**

301 South Washington Ave Suite F, Newport, WA 99156  
866.928.1533 [www.masuenconsulting.com](http://www.masuenconsulting.com)  
Printed on Recycled Paper

PROJECT ROLE

Mr. Walker's role will be as the project manager for Masuen and liason between Masuen and other team members. In addition to being the project lead he will consult and design on specialty needs such as filtration, water quality, computerized control, alternative water sources and water management.

WORK EXPERIENCE:

- 1995 TO PRESENT – President of Masuen Consulting LLC - A water management focused design, consulting, and management firm servicing the Golf Course, Landscape, and Agricultural Industries world-wide.
- 1987 to 1995 – President of Walsuen Enterprises Inc., a Landscape and Irrigation design/build/management/consulting company in Sacramento, CA.

PROFESSIONAL ORGANIZATIONS:

- Professional Member American Society of Irrigation Consultants (ASIC)
- Corporate Member of The Irrigation Association (IA)
- Environmental Protection Agency (EPA) Water Sense Partner
- American Rain Water Catchment Systems Association (ARCSA)
- Corporate Member of the U.S. Green Building Council (USGBC)
- Corporate Member Texas Nursery Landscape Association
- Corporate Member Florida Nursery, Growers and Landscape Association

RELEVANT PROJECT EXPERIENCE

- REUNION RESORT AND CLUB – DAVENPORT, FL – 1,800 Acre master planned development
- FLORAL TERRACES TULSA BOTANICAL GARDENS – TULSA, OK – Multi-phase Botanical Garden using extensive hydro-zoning, pumps, filtration, and computerized controls.
- PrOMIL (Professionally Outsourced Mobile Irrigation Lab - Southwest Florida Water Management District - SWFWMD) - Lead Consultant to SWFWMD on agricultural irrigation issues – Consults with Farmers to improve irrigation system design, maintenance, operation and management for all types of agricultural irrigation systems.
- CENTURY VILLAGE – Deerfield Beach, FL – 640 acre large master plan renovation including pump station designs, filtration, computerized central control

- MAIDEN ISLAND – Antigua – 16 acre private island development with extensive drip, rainwater harvesting, filtration and complex control system
- CITRUS GROVE PARK – MARTIN COUNTY, FL – Large active county park with ball fields, passive park areas, pump station, filtration and computerized control
- CITY CENTER – PORT ST. LUCIE, FL – Multi-use city park, retail, arts and entertainment complexes and conference center – pump and filtration design, computerized control system



## ***Resumé of JUDY JENSEN***

YEARS EXPERIENCE: 13+ years

CITY OF RESIDENCE – Mineral Bluff, GA

EDUCATION:

- Associate of Arts in General Education, (with Honors), Daytona State College, 2003
- Associate of Applied Science in Architectural & Building Technology, (with Honors), Advanced Technology Center at Daytona State College, 2005

WORK EXPERIENCE/ PROFESSIONAL:

- September 2005 – Present – Masuen Consulting, LLC
- Director of Design Services– Responsibilities include training new designers, water conservation consulting, LEED consulting and design, irrigation design, & project design coordination.
- Certified Landscape Irrigation Auditor (CLIA) – Irrigation Association, 2006
- Certified Golf Irrigation Auditor (CGIA) – Irrigation Association, 2008
- US Green Building Council LEED AP, 2008
- Certified Irrigation Designer, Commercial, 2011
- Licensed Irrigator, Texas #LI0023996, 2018

AREAS OF EXPERTISE

- Project Coordination
- Master Distribution
- Irrigation Design
- Control Systems
- Alternative Water Sources
- LEED Projects

PROFESSIONAL ORGANIZATIONS:

- Corporate Member of United States Green Building Council (USGBC)
- Professional Member of The Irrigation Association (IA)
- WaterSense Partner

RELEVANT PROJECT EXPERIENCE

- CENTURY VILLAGE EAST, DEERFIELD BEACH, FL – 640 acre large master plan renovation including pump station designs, filtration, computerized central control.
- TEXAS A & M TEACHING GARDEN, COLLEGE STATION, TX – Approx. 5 Acre garden featuring a center pivot, irrigation for an orchard, event lawn, and multiple categories of small gardens. Incorporated rain water catchment for teaching purposes.
- FLORAL TERRACES TULSA BOTANICAL GARDENS, TULSA, OK – Multi-phase Botanical Garden using extensive hydro-zoning, pumps, filtration, and computerized controls.
- MIAMI BEACH BOTANICAL GARDEN, MIAMI BEACH, FL- 2-3 acre site utilizing extensive drip irrigation & rotaries.



*Resumé of*  
**TAVE C. CLOSE**

YEARS EXPERIENCE: 30+ years

CITY OF RESIDENCE – Sarasota, FL

EDUCATION:

- Theology; Leadership: Hyles Anderson College
- Master Business Administration: Liberty University
- County Irrigation Contractor: Pinellas County, Florida
- Florida State Certified Irrigation

Contractor AREAS OF EXPERTISE

- MASTER PLANNING AND SITE WATER MANAGEMENT INFRASTRUTURE
- COMPLEX CONTROL SYSTEMS
- FILTRATION AND WATER QUALITY ISSUES
- CONSTRUCTION MANAGEMENT
- ALTERNATIVE WATER SOURCES AND SUPPLY
- PUMP STATION CONTROLS/REMOTE TELEMETRY
- CENTRAL CONTROL (SITE CONTROL; BASELINE; MAXICOM; IQ, etc.)



## PROJECT ROLE

Tave's role will be as the Florida Team leader for Masuen and Technical Consultant as well as the liaison between Masuen and other team members. In addition to being the team lead he will consult on specialty needs such as filtration, water quality, computerized control, alternative water sources and water management.

## WORK EXPERIENCE:

- 2020 TO PRESENT – Florida Team Lead of Masuen Consulting LLC - A water management focused design, consulting, and management firm servicing the Golf Course, Landscape, and Agricultural Industries world-wide.
- 2018-2020 – Director of Irrigation; Juniper Landscaping Inc., a Landscape and Irrigation design/build/management/consulting company in Fort Myers, Florida.
- 2014-2018 – General Manager of Irrigation Technical Services, an irrigation service, water management, pump station installation/maintenance company serving urban, golf and cemeteries in Florida.

## RELEVANT PROJECT EXPERIENCE

- KING'S POINT – SUN CITY, FL – 1,000 Acre master planned development
- FLORIDA BOTANICAL GARDENS – LARGO, FL – Multi-phase Botanical Garden using extensive hydro-zoning, pumps, filtration, and computerized controls.
- PrOMIL (Professionally Outsourced Mobile Irrigation Lab - Southwest Florida Water Management District - SWFWMD) - Lead Consultant to SWFWMD on agricultural irrigation issues – Consults with Farmers to improve irrigation system design, maintenance, operation and management for all types of agricultural irrigation systems.



## Section 11: Office Locations

# SECTION 11: OFFICE LOCATIONS



## OFFICE LOCATION

### CRAVEN THOMPSON & ASSOCIATES, INC.

- Location of office from which services will be rendered:

#### Main Office

3563 NW 53<sup>rd</sup> Street  
 Fort Lauderdale, Florida 33309  
 Phone: (954) 739-6400

#### Professional and Administrative Staff at this location:

- 57 Professionals, which includes:
  - 4 - Registered Landscape Architects
  - 1 - Landscape Designer
  - 1 - Planner
  - 13 - Registered Civil Engineers
  - 12 - Junior Engineers
  - 3 - Registered Professional Surveyors and Mappers
  - 3 - Survey Technicians
  - 9 - Survey Field Crew Employees
  - 9 - Construction Inspectors
  - 2 - AutoCAD Technicians
- 10 Administrative personnel

**BROWARD COUNTY LOCAL BUSINESS TAX RECEIPT**  
 115 S. Andrews Ave., Rm. A-100, Ft. Lauderdale, FL 33301-1895 – 954-831-4000  
 VALID OCTOBER 1, 2019 THROUGH SEPTEMBER 30, 2020

DBA: CRAVEN THOMPSON & ASSOCIATES      Receipt #: 335-657  
 Business Name: CRAVEN THOMPSON & ASSOCIATES      Business Type: ENGINEER (CORP-ENGINEERING)

Owner Name: THOMAS M MCDONALD      Business Opened: 09/25/2006  
 Business Location: 3563 NW 53 ST      State/County/Cert/Reg: 0507-001228  
 FT LAUDERDALE      Exemption Code:  
 Business Phone: 954-739-6400

Rooms	Seats	Employees	Machines	Professionals
		5		

Number of Machines:				Vending Type:		
Tax Amount	Transfer Fee	NSF Fee	Penalty	Prior Years	Collection Cost	Total Paid
30.00	0.00	0.00	0.00	0.00	0.00	30.00

THIS RECEIPT MUST BE POSTED CONSPICUOUSLY IN YOUR PLACE OF BUSINESS

THIS BECOMES A TAX RECEIPT WHEN VALIDATED      This tax is levied for the privilege of doing business within Broward County and is non-regulatory in nature. You must meet all County and/or Municipality planning and zoning requirements. This Business Tax Receipt must be transferred when the business is sold, business name has changed or you have moved the business location. This receipt does not indicate that the business is legal or that it is in compliance with State or local laws and regulations.

Mailing Address:  
 THOMAS M MCDONALD  
 3563 NW 53 ST  
 PORT LAUDERDALE, FL 33309

Receipt #1CP-18-00009388  
 Paid 07/12/2019 30.00  
 07/11/2019 Effective Date

**2019 - 2020**

**CITY OF FORT LAUDERDALE | BUSINESS TAX DIVISION**  
**BUSINESS TAX YEAR 2018-2019**

100 N. Andrews Avenue, 1<sup>st</sup> Floor, Fort Lauderdale, Florida 33301  
 (954) 828-5195

Business ID: 1301193      Business Name: GIBNEY, PATRICK  
 Business Address: 3563 NW 53 ST  
 Tax Category: ENGINEER      Tax#: 740068      Fee:

GIBNEY, PATRICK  
 CRAVEN THOMPSON & ASSOCIATES  
 3563 NW 53 ST  
 FORT LAUDERDALE, FL 33309

## SECTION 11: OFFICE LOCATIONS



### Satellite Office:

4723 West Atlantic Avenue, Suite 12A  
 Delray Beach, Florida 33445  
 Phone: (561) 501-5718

### Professional and Administrative Staff at this location:

- 4 Professionals (2 - Registered Civil Engineers / 2 - Junior Engineers)
- 0 - Administrative

<b>CITY OF DELRAY BEACH</b>		122210
<b>BUSINESS TAX RECEIPT &amp; CONTRACTOR REGISTRATION</b>		
<b>RESTRICTION: CIVIL ENGINEERING/PATRICK J GIBNEY PE</b>		<b>RECEIPT NO 20 00061458</b>
OWNER/QUALIFIER: GIBNEY PATRICK J PE		<b>CONTROL NO 147079</b>
BUSINESS NAME: CRAVEN THOMPSON & ASSOCIATES I		DATE ISSUED: 7/17/19
LOCATION: 4723 W ATLANTIC AVE #12A		BUSINESS TAX FEE: 190.30
CLASSIFICATION: PROFESSIONAL - ENGINEERS		DELINQUENT FEE: .00
		TRANSFER FEE: .00
		<b>TOTAL AMOUNT PAID: 190.30</b>
CRAVEN THOMPSON & ASSOCIATES I 4723 W ATLANTIC AVE #12A DELRAY BEACH FL 33445		BUSINESS TAX RECEIPT ISSUED FOR THE PERIOD OCTOBER 1 2019 TO SEPTEMBER 30 2020
<b>BUSINESS TAX RECEIPT MUST BE CONSPICUOUSLY DISPLAYED TO PUBLIC VIEW AT BUSINESS LOCATION</b>		
<small>Notice: This business tax receipt becomes NULL and VOID if ownership, business name, or address is changed. Applicant must apply for Transfer.</small>		

# SECTION 11: OFFICE LOCATIONS




Office Locations of Subconsultants:

**ELECTRICAL DESIGN ASSOCIATES, INC.**

8401 Lake Worth Road  
 Lake Worth, Florida 33467  
 Phone: (561) 819-5556

Professional and Administrative Staff at this location:

- o 4 - Professionals
  - 2 - Professional Engineers
  - 1 - Engineering Intern
  - 1 - AutoCAD Technician
- o 1 - Administrative



**ANNE M. GANNON**  
 CONSTITUTIONAL TAX COLLECTOR  
*Serving Palm Beach County*  
**Serving you.**

P.O. Box 3353, West Palm Beach, FL 33402-3353  
 www.pbctax.com Tel: (561) 355-2264

**\*\*LOCATED AT\*\***  
 8401 LAKE WORTH RD Ste 221  
 LAKE WORTH, FL 33467

TYPE OF BUSINESS	OWNER	CERTIFICATION #	RECEIPT #/DATE PAID	AMT PAID	BILL #
56-0016 ENGINEER BUSINESS	ELECTRICAL DESIGN ASSOCIATES	8079	U19.606619 - 07/25/19	\$33.00	B40114451

This document is valid only when receipted by the Tax Collector's Office.

B3 - 408

ELECTRICAL DESIGN ASSOCIATES INC  
 ELECTRICAL DESIGN ASSOCIATES INC  
 8401 LAKE WORTH RD SUITE 221  
 LAKE WORTH, FL 33467

**STATE OF FLORIDA  
 PALM BEACH COUNTY  
 2019/2020 LOCAL BUSINESS TAX RECEIPT**

**LBTR Number: 200507952  
 EXPIRES: SEPTEMBER 30, 2020**

This receipt grants the privilege of engaging in or managing any business profession or occupation within its jurisdiction and MUST be conspicuously displayed at the place of business and in such a manner as to be open to the view of the public.

# SECTION 11: OFFICE LOCATIONS



**JTC MANAGEMENT GROUP, INC.**  
 2500 Southwest 21<sup>st</sup> Street  
 Fort Lauderdale, Florida 33312  
 Phone: (954) 612-2500

**Professional and Administrative Staff at this location:**

- 1 - Planner / Arborist
- 0 - Administrative

**BROWARD COUNTY LOCAL BUSINESS TAX RECEIPT**  
 115 S. Andrews Ave., Rm. A-100, Ft. Lauderdale, FL 33301-1895 – 954-831-4000  
**VALID OCTOBER 1, 2020 THROUGH SEPTEMBER 30, 2021**

<p><b>DBA:</b>  <b>Business Name:</b> J T C MANAGEMENT GROUP INC</p> <p><b>Owner Name:</b> JEREMY CHANCEY  <b>Business Location:</b> 2500 SW 21 ST                  FT LAUDERDALE</p> <p><b>Business Phone:</b></p>	<p><b>Receipt #:</b> 327-10456  <b>Business Type:</b> BUSINESS/FINANCIAL/CONSULTANT                  (LANDSCAPE CONSULTANT)</p> <p><b>Business Opened:</b> 01/16/2004  <b>State/County/Cert/Reg:</b>  <b>Exemption Code:</b></p>
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Rooms	Seats	Employees	Machines	Professionals
		1		

Number of Machines:		For Vending Business Only			Vending Type:	
Tax Amount	Transfer Fee	NSF Fee	Penalty	Prior Years	Collection Cost	Total Paid
33.00	0.00	0.00	0.00	0.00	0.00	33.00

**THIS RECEIPT MUST BE POSTED CONSPICUOUSLY IN YOUR PLACE OF BUSINESS**

<p><b>THIS BECOMES A TAX RECEIPT</b>   <b>WHEN VALIDATED</b></p>	<p>This tax is levied for the privilege of doing business within Broward County and is non-regulatory in nature. You must meet all County and/or Municipality planning and zoning requirements. This Business Tax Receipt must be transferred when the business is sold, business name has changed or you have moved the business location. This receipt does not indicate that the business is legal or that it is in compliance with State or local laws and regulations.</p>
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<p><b>Mailing Address:</b>                  JEREMY CHANCEY                  2500 SW 21 ST                  FORT LAUDERDALE, FL 33312</p>	<p><b>Receipt #</b> WWW-19-00205171  <b>Paid</b> 08/21/2020 33.00</p>
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# SECTION 11: OFFICE LOCATIONS



**MASUEN CONSULTING, LLC**  
 642 Yates Road  
 Newport, Washington 99156  
 Phone: (866) 925-1533

**Professional and Administrative Staff at this location:**

- 4 - Professionals
- 1 - Administrative

**Washington State Department of Revenue**

[Services](#)   [Business Lookup](#)   [MASUEN CONSULTING, LLC](#)

---

**License Information:** [New search](#)   [Back to results](#)

**Entity name:** MASUEN CONSULTING, LLC

**Business name:** MASUEN CONSULTING, LLC

**Entity type:** [Limited Liability Company](#)

**UBI #:** 602-554-906

**Business ID:** 001

**Location ID:** 0001

**Location:** Active

**Location address:** 642 YATES RD  
NEWPORT WA 99156

**Mailing address:** 642 YATES RD  
NEWPORT WA 99156-9177

**Excise tax and reseller permit status:** [Click here](#)

**Secretary of State status:** [Click here](#)

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**Governing People** *May include governing people not registered with Secretary of State*

Governing people	Title
MASUEN, MICHELE	
WALKER, MITCHEL (MITCH)	

The Business Lookup information is updated nightly. Search date and time: 8/20/2020 1:49:47 PM

Working together to fund Washington's future

## Section 12: Local Businesses

**REQUESTED INFORMATION BELOW IS ON LOCAL BUSINESS PROGRAM FORM ON THE BID ATTACHMENTS TAB. BIDDERS ARE TO COMPLETE FORM IN ITS ENTIRITY AND INCLUDE COMPLETED FORM IN YOUR PROPOSAL THAT MUST BE UPLOADED TO THE RESPONSE ATTACHMENTS TAB IN THE EBID SYSTEM.**

CITY OF POMPANO BEACH, FLORIDA  
LOCAL BUSINESS PARTICIPATION FORM

Solicitation # & Title: \_\_\_\_\_

Prime Contractor's Name: \_\_\_\_\_

<u>Name of Firm, Address</u>	<u>Contact Person, Telephone Number</u>	<u>Type of Work to be Performed/Materials to be Purchased</u>	<u>Contract Amount</u>

LOCAL BUSINESS EXHIBIT "A"



LOCAL BUSINESS EXHIBIT "D"  
GOOD FAITH EFFORT REPORT LOCAL BUSINESS PARTICIPATION

Solicitation # \_\_\_\_\_

1. What portions of the contract have you identified as Local Business opportunities?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Did you provide adequate information to identified Local Businesses? Please comment on how you provided this information.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Did you send written notices to Local Businesses?

\_\_\_ Yes      \_\_\_ No

If yes, please include copy of the notice and the list of individuals who were forwarded copies of the notices.

4. Did you advertise in local publications?

\_\_\_ Yes      \_\_\_ No

If yes, please attach copies of the ads, including name and dates of publication.

5. What type of efforts did you make to assist Local Businesses in contracting with you ?

\_\_\_\_\_  
\_\_\_\_\_

7. List the Local Businesses you will utilize and subcontract amount.

_____	\$ _____
_____	\$ _____
_____	\$ _____

8. Other comments: \_\_\_\_\_

\_\_\_\_\_

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LOCAL BUSINESS EXHIBIT "D"

### TIER 1/TIER 2 COMPLIANCE FORM

**IN ORDER FOR YOUR FIRM TO COMPLY WITH THE CITY'S LOCAL BUSINESS PROGRAM AS A TIER 1 OR TIER 2 VENDOR, BIDDERS MUST COMPLETE THE INFORMATION BELOW AND UPLOAD THE FORM TO THE RESPONSE ATTACHMENTS TAB IN THE EBID SYSTEM.**

#### TIER 1 LOCAL VENDOR

My firm has maintained a permanent place of business within the city limits and maintains a staffing level, within this local office, of at least 10 % who are residents of the City of Pompano Beach.

And/Or

My firm has maintained a permanent place of business within the city limits and my submittal includes subcontracting commitments to Local Vendors Subcontractors for at least 10 % of the contract value.

Or

My firm does not qualify as a Tier 1 Vendor.

#### TIER 2 LOCAL VENDOR

My firm has maintained a permanent place of business within Broward County and maintains a staffing level, within this local office, of at least 15% who are residents of the City of Pompano Beach

And/Or

My firm has maintained a permanent place of business within Broward County and my submittal includes subcontracting commitments to Local Vendors Subcontractors for at least 20% of the contract value.

Or

My firm does not qualify as a Tier 2 Vendor.

**I certify that the above information is true to the best of my knowledge.**

August 24, 2020  
(Date)

Craven, Thompson & Associates, Inc.

(Name of Firm)

BY: \_\_\_\_\_

(Name)

Joseph D. Handley, R.L.A.  
Vice President, Planning & Landscape  
Architecture

## Section 13: Litigation

## SECTION 13: LITIGATION



### LITIGATION WITHIN THE LAST 5 YEARS

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**Project Name:** The Edge Condominium, West Palm Beach, Florida

**Case No.:** Palm Beach County Case No. 502013CA007785XXXXMBAJ

**Date:** Case filed June 4, 2013 / Dismissed February 2015

**Case No.:** Palm Beach County Case No. 502016CA006688XXXXMB

**Date:** Case re-opened March 2017 – Case Settled September 2017

**Monetary Amount Involved:** \$15,000.00

**Position:** Defendant

**Name of Case:** The Edge No. One Condominium Association, Inc. vs. The Edge Investors, L.P.; Coastal Construction of South Florida, Inc.; Trans Coastal Construction Company; Steven Feller, P.E., P.L.; Cohen, Freedman, Encinosa & Associates-Architects, P.A.; CHM Consulting Engineers, Inc.; Craven Thompson & Associates, Inc.

**Explanation:** Plaintiff alleged that water backed up into the garage through the drain and caused property damage to vehicles. The contractor, architect and the entire design team were defendants.

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**Project Name:** North County Neighborhood Improvement Project, NE Quadrant  
Broward County, Florida

**Case No.:** Broward County Case No. 14-002381 (21)

**Date:** Case filed June 9, 2015 / Settled December 9, 2016

**Monetary Amount Involved:** \$30,000

**Position:** Defendant

**Name of Case:** Randy Ezekowitz vs. Giannetti Contracting Corporation, E&N Construction, Inc., Asphalt Milling Services, Inc., Bon's Barricades, Inc., Florida Department of Transportation, Craven Thompson & Associates, Inc. and Transfield Services Infrastructure, Inc.

**Explanation:** Plaintiff claimed that Craven Thompson failed to warn motorists of the difference in elevation of pavement. Plaintiff did not specify a specific claim related to Civil Engineering.

## Section 14: City Forms

**COMPLETE THE PROPOSER INFORMATION FORM ON THE ATTACHMENTS TAB IN THE EBID SYSTEM. PROPOSERS ARE TO COMPLETE THE FORM IN ITS ENTIRETY AND INCLUDE THE COMPLETED FORM IN YOUR PROPOSAL THAT MUST BE UPLOADED TO THE RESPONSE ATTACHMENTS TAB IN THE EBID SYSTEM.**

***PROPOSER INFORMATION PAGE***

T-25-20, Continuing Contract for Landscape Architectural Services  
(number) (Title)

To: The City of Pompano Beach, Florida

The below named company hereby agrees to furnish the proposed services under the terms stated subject to all instructions, terms, conditions, specifications, addenda, legal advertisement, and conditions contained in the solicitation. I have read the solicitation and all attachments, including the specifications, and fully understand what is required. By submitting this proposal, I will accept a contract if approved by the City and such acceptance covers all terms, conditions, and specifications of this proposal.

Proposal submitted by:

Name (printed) Joseph D. Handley, R.L.A. Title Vice President, Planning & Landscape Architecture

Company (Legal Registered) Craven, Thompson & Associates, Inc.

Federal Tax Identification Number 59-0948029

Address 3563 NW 53rd Street

City/State/Zip Fort Lauderdale, Florida 33309

Telephone No. (954) 739-6400 Fax No. (954) 739-6409

Email Address jhandley@craventhompson.com

**COMPLETE THE PROPOSER INFORMATION FORM ON THE ATTACHMENTS TAB IN THE EBID SYSTEM. PROPOSERS ARE TO COMPLETE THE FORM IN ITS ENTIRETY AND INCLUDE THE COMPLETED FORM IN YOUR PROPOSAL THAT MUST BE UPLOADED TO THE RESPONSE ATTACHMENTS TAB IN THE EBID SYSTEM.**

**VENDOR CERTIFICATION REGARDING SCRUTINIZED COMPANIES LISTS**

Respondent Vendor Name: Craven, Thompson & Associates, Inc.

Vendor FEIN: 59-0948029

Section 287.135, Florida Statutes, prohibits agencies from contracting with companies, for goods or services over \$1,000,000, that are on either the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List. Further, Section 215.4725, Florida Statutes, prohibits agencies from contracting (at any dollar amount) with companies on the Scrutinized Companies that Boycott Israel List, or with companies that are engaged in a boycott of Israel. As the person authorized to sign electronically on behalf of Respondent, I hereby certify by selecting the box below that the company responding to this solicitation is not listed on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies that Boycott Israel List. I also certify that the company responding to this solicitation is not participating in a boycott of Israel, and is not engaged in business operations in Syria or Cuba. I understand that pursuant to sections 287.135 and 215.4725, Florida Statutes, the submission of a false certification may subject company to civil penalties, attorney's fees, and/or costs.

I Certify





**BIDDERS ARE TO COMPLETE FORM AND UPLOAD COMPLETED FORM TO THE EBID SYSTEM**

**EXHIBIT E**

**MINORITY BUSINESS ENTERPRISE PARTICIPATION**

RLI #     T-25-20    

List all members of your team that are a certified Minority Business Enterprise (as defined by the State of Florida.) You must include copies of the MBE certificates for each firm listed with your electronic submittal.

Name of Firm	Certificate Included?
Electrical Design Associates, INc.	Yes

# SECTION 14: CITY FORMS



## MINORITY BUSINESS ENTERPRISE CERTIFICATIONS

ELECTRICAL DESIGN ASSOCIATES, INC.



# SECTION 14: CITY FORMS



## Florida UCP DBE Directory Vendor Profile

As Of: 03/02/2020

Vendor Name: ELECTRICAL DESIGN ASSOCIATES INC

Certification: DBE/MBE

Former Name:

Business Description: ELECTRICAL/MENCHANICAL ENGINEERING SERVICES

Mailing Address:

8401 LAKE WORTH RD  
STE 221  
LAKE WORTH, FL 33467-

Physical Address:

8401 LAKE WORTH RD  
STE 221  
LAKE WORTH FL 33467-  
District: 05

County: ORANGE

Website:

Contact Name: LILLIAN REYES

Phone: (561) 819-5556

Fax: (561) 819-5557

Contact Email: [LREYES@GOEDA.COM](mailto:LREYES@GOEDA.COM)

Current DBE Certification: Certified

Certifying Member: Florida Department of Transportation

ACDBE Status: N

Statewide Availability: N

### Certified NAICS

541330 - Engineering Services

### Available Work Counties

70-BREVARD	86-BROWARD	01-CHARLOTTE	02-CITRUS	03-COLLIER	04-DESOTO
73-FLAGLER	05-GLADES	06-HARDEE	07-HENDRY	08-HERNANDO	09-HIGHLANDS
10-HILLSBOROUGH	88-INDIAN RIVER	11-LAKE	12-LEE	13-MANATEE	36-MARION
89-MARTIN	87-MIAMI-DADE	90-MONROE	91-OKEECHOBEE	75-ORANGE	92-OSCEOLA
93-PALM BEACH	14-PASCO	15-PINELLAS	16-POLK	17-SARASOTA	77-SEMINOLE
94-ST. LUCIE	18-SUMTER	79-VOLUSIA			

### Available Work Districts

05,01,04,06,07

Exhibit B Fee Schedule

**CRAVEN THOMPSON & ASSOCIATES, INC.  
HOURLY FEE SCHEDULE**

**Landscape Architecture and Planning Services**

Principal Landscape Architect / Principal Planner .....	\$170/Hour
Senior Supervising Landscape Architect .....	\$155/Hour
Senior Landscape Architect .....	\$135/Hour
Landscape Architect.....	\$125/Hour
Project Landscape Designer .....	\$115/Hour
Project Planner.....	\$115/Hour

**Miscellaneous**

Clerical.....	\$75/Hour
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## EXHIBIT C

### INSURANCE REQUIREMENTS

CONSULTANT shall not commence services under the terms of this Agreement until certification or proof of insurance detailing terms and provisions has been received and approved in writing by the CITY's Risk Manager. If you are responding to a bid and have questions regarding the insurance requirements hereunder, please contact the City's Purchasing Department at (954) 786-4098. If the contract has already been awarded, please direct any queries and proof of the requisite insurance coverage to City staff responsible for oversight of the subject project/contract.

CONSULTANT is responsible to deliver to the CITY for timely review and written approval/disapproval Certificates of Insurance which evidence that all insurance required hereunder is in full force and effect and which name on a primary basis, the CITY as an additional insured on all such coverage.

Throughout the term of this Agreement, CITY, by and through its Risk Manager, reserve the right to review, modify, reject or accept any insurance policies required by this Agreement, including limits, coverages or endorsements. CITY reserves the right, but not the obligation, to review and reject any insurer providing coverage because of poor financial condition or failure to operate legally.

Failure to maintain the required insurance shall be considered an event of default. The requirements herein, as well as CITY's review or acceptance of insurance maintained by CONSULTANT, are not intended to and shall not in any way limit or qualify the liabilities and obligations assumed by CONSULTANT under this Agreement.

Throughout the term of this Agreement, CONSULTANT and all subcontractors or other agents hereunder, shall, at their sole expense, maintain in full force and effect, the following insurance coverages and limits described herein, including endorsements.

A. Worker's Compensation Insurance covering all employees and providing benefits as required by Florida Statute, Chapter 440. CONSULTANT further agrees to be responsible for employment, control and conduct of its employees and for any injury sustained by such employees in the course of their employment.

B. Liability Insurance.

(1) Naming the City of Pompano Beach as an additional insured as CITY's interests may appear, on General Liability Insurance only, relative to claims which arise from CONSULTANT's negligent acts or omissions in connection with CONSULTANT's performance under this Agreement.

(2) Such Liability insurance shall include the following checked types of insurance and indicated minimum policy limits.

**Type of Insurance****Limits of Liability****GENERAL LIABILITY:**

Minimum 1,000,000 Per Occurrence and  
\$1,000,000 Per Aggregate

\* Policy to be written on a claims incurred basis

XX	comprehensive form	bodily injury and property damage
XX	premises - operations	bodily injury and property damage
—	explosion & collapse hazard	
—	underground hazard	
XX	products/completed operations hazard	bodily injury and property damage combined
XX	contractual insurance	bodily injury and property damage combined
XX	broad form property damage	bodily injury and property damage combined
XX	independent contractors	personal injury
XX	personal injury	

**AUTOMOBILE LIABILITY:**

Minimum \$1,000,000 Per Occurrence and \$1,000,000 Per Aggregate. Bodily injury (each person) bodily injury (each accident), property damage, bodily injury and property damage combined.

- XX comprehensive form
- XX owned
- XX hired
- XX non-owned

**REAL & PERSONAL PROPERTY**

— comprehensive form Agent must show proof they have this coverage.

**EXCESS LIABILITY**

Per Occurrence Aggregate

XX	Umbrella and other than umbrella	bodily injury and property damage combined	\$2,000,000	\$2,000,000
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**PROFESSIONAL LIABILITY**

Per Occurrence Aggregate

XX	* Policy to be written on a claims made basis		\$2,000,000	\$2,000,000
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(3) If Professional Liability insurance is required, CONSULTANT agrees the indemnification and hold harmless provisions set forth in the Agreement shall survive the termination or expiration of the Agreement for a period of three (3) years unless terminated sooner by the applicable statute of limitations.

C. Employer's Liability. If required by law, CONSULTANT and all subcontractors shall, for the benefit of their employees, provide, carry, maintain and pay for Employer's Liability

Insurance in the minimum amount of One Hundred Thousand Dollars (\$100,000.00) per employee, Five Hundred Thousand Dollars (\$500,000) per aggregate.

D. Policies: Whenever, under the provisions of this Agreement, insurance is required of the CONSULTANT, the CONSULTANT shall promptly provide the following:

- (1) Certificates of Insurance evidencing the required coverage;
- (2) Names and addresses of companies providing coverage;
- (3) Effective and expiration dates of policies; and
- (4) A provision in all policies affording CITY thirty (30) days written notice by a carrier of any cancellation or material change in any policy.

E. Insurance Cancellation or Modification. Should any of the required insurance policies be canceled before the expiration date, or modified or substantially modified, the issuing company shall provide thirty (30) days written notice to the CITY.

F. Waiver of Subrogation. CONSULTANT hereby waives any and all right of subrogation against the CITY, its officers, employees and agents for each required policy. When required by the insurer, or should a policy condition not permit an insured to enter into a pre-loss agreement to waive subrogation without an endorsement, then CONSULTANT shall notify the insurer and request the policy be endorsed with a Waiver of Transfer of Rights of Recovery Against Others, or its equivalent. This Waiver of Subrogation requirement shall not apply to any policy which includes a condition to the policy not specifically prohibiting such an endorsement, or voids coverage should CONSULTANT enter into such an agreement on a pre-loss basis.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
6/16/2020

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

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

<b>PRODUCER</b> Corporate Insurance Advisors, LLC 1401 E. Broward Blvd, Suite 103 Fort Lauderdale, FL 33301	<b>CONTACT NAME:</b> <b>PHONE (A/C, No, Ext): (954) 315-5000</b> <b>E-MAIL ADDRESS: service@ciafl.net</b>	<b>FAX (A/C, No): (954) 315-5050</b>
<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
<b>INSURED</b>  Craven Thompson & Associates, Inc. 3563 NW 53rd Street Fort Lauderdale, FL 33309	<b>INSURER A :</b> Hartford Casualty Insurance Company	<b>29424</b>
	<b>INSURER B :</b> Hartford Property & Casualty	<b>34690</b>
	<b>INSURER C :</b> Hartford Ins Co of the Southea	<b>38261</b>
	<b>INSURER D :</b> Continental Casualty Co.	<b>20443</b>
	<b>INSURER E :</b>	
	<b>INSURER F :</b>	

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

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> <b>Data Breach Retro Dat</b>  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			21UUNZP1507	12/1/2019	12/1/2020	EACH OCCURRENCE \$ <b>1,000,000</b> DAMAGE TO RENTED PREMISES (Ea occurrence) \$ <b>300,000</b> MED EXP (Any one person) \$ <b>10,000</b> PERSONAL & ADV INJURY \$ <b>1,000,000</b> GENERAL AGGREGATE \$ <b>2,000,000</b> PRODUCTS - COMP/OP AGG \$ <b>2,000,000</b> \$
B	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			21UENHF3705	12/1/2019	12/1/2020	COMBINED SINGLE LIMIT (Ea accident) \$ <b>1,000,000</b> BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$			21XHUZP1253	12/1/2019	12/1/2020	EACH OCCURRENCE \$ <b>6,000,000</b> AGGREGATE \$ <b>6,000,000</b> \$
C	<input checked="" type="checkbox"/> <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)    Y / N <input checked="" type="checkbox"/> N    N / A If yes, describe under DESCRIPTION OF OPERATIONS below			21WBAC2DHE	1/1/2020	1/1/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ <b>1,000,000</b> E.L. DISEASE - EA EMPLOYEE \$ <b>1,000,000</b> E.L. DISEASE - POLICY LIMIT \$ <b>1,000,000</b>
D	<b>Prof Liability</b>			AEH591918336	3/30/2020	3/30/2021	<b>See Remarks Below</b>

**APPROVED**  
By Danielle Thorpe at 10:39 am, Aug 26, 2020

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
**Professional Liability including Pollution Liability - (Claims Made Policy)**  
**\$3,000,000 Each Claim/\$4,000,000 Aggregate/\$35,000 Deductible**

City of Pompano Beach is an Additional Insured as respects General and Auto Liability when required by written contract. \*30 day notice of cancellation, except 10 day notice of cancellation for non-payment of premium.;

<b>CERTIFICATE HOLDER</b>  City of Pompano Beach 1201 NE 5th Avenue Pompano Beach, FL 33060	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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